



# K-12 Guidance Plan 2024-2027

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Formerly 339 Plan



# Updates

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## Title 22 Chapter 339 Plan (Previous Format)

- Provided districts autonomy in presentation
- Comprehensive reflection of mission, philosophy, and school counselor role
- Followed Comprehensive Plan Cycle (6-year)

## K-12 Guidance Plan (Current Format)

- Developed in Future Ready Comprehensive Planning Portal
- Focus on Career and Technical Curricula
- Current plan is 2024-2027 (3-year cycle)
- **Limited to required information for plan submission**

# Plan Content

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1. Mission Statement
2. CTE Programs offered to students
3. Guidance Plan Board approval
4. Career Guidance Services Curriculum to assist with career planning
5. Monthly calendar organized by domain and grade level
6. Career Guidance Services action plan for developing and sustaining student career plans
7. Listing of diverse external resources organized by 16 National Career Clusters

# Plan Content

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8. Career Guidance Services objectives with specific and measurable goals
9. Listing of Career Guidance Services activities
10. Career and Guidance Services for all students for placement from school to work, college, military
11. Four-tier delivery system organized by grade level of guidance curriculum, prevention and intervention, student planning and support
12. Career Guidance Services action plan
13. Annual Career Guidance Services Stakeholder Group meetings
14. Studies to determine effectiveness of career guidance services

# Timeline

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Action Item	Stakeholders	Date
Student Support Committee	Administration, School Board, Parents, Community Members, Business Representatives, Teachers, Support Personnel	March 14, 2023
FRCPP Planning Meeting	Executive Director of Elementary Education and Instruction, Executive Director of Secondary Education and Instruction, Director of Special Education and Pupil Services, School Counseling Department Heads	October 23, 2023
Grade Level Work	School Counseling Department	November 2023 - January 2024
Academic Committee Presentation	Director of Special Education and Pupil Services, School Counseling Department Heads	January 16, 2024

# Timeline

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Action Item	Stakeholders	Date
Student Support Committee feedback	Director of Special Education and Pupil Services	January 19, 2024
Public Review (28 days)	District Administration	February 12, 2024
FCASD Board Approval	Superintendent, School Board President	March 11, 2024
PDE Submission	LEA, Superintendent, Lead School Counselor	March 31, 2024

# Student Services Committee Participants

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Dr. Mary Catherine Reljac - Superintendent of Schools  
Dr. David McCommons - Deputy Superintendent  
Dr. Timothy Mahoney - Director of Special Education  
and Pupil Services

Ms. Dana Simile - Director of Literacy

Dr. John McGee - Program Principal, Fox Chapel Area  
High School

Dr. Rachel Fischbaugh - Principal, Hartwood  
Elementary School

Dr. Kristy Batis - Principal, O'Hara Elementary School

Mr. Craig Reinhard - 6-8 School Counselor

Ms. Tara DeComo - 9-12 School Counselor

Dr. Stacie Dojonovic - FCASD Transition Coordinator

Ms. Shannon Finley - FCASD Teacher

Ms. Rosanne Wiest - FCA ESPA

Ms. Katie Findley - School Board Member  
Ms. Vanessa Lynch - School Board Member

Dr. Elizabeth (Betsy) Levine-Brown - Parent

Ms. Jessica Panza - Parent

Ms. Lauren Sufrin - Parent

Parents - Community Members

Ms. Anjali Lichtenstein - Community Member

Dr. Katie McIntyre - Community Member

Ms. Kate Sheridan - Community Member

Dr. Felix Matathias - Business Representatives

# K-12 Counseling Department

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Dr. Ashley Constantine - Executive Director of Elementary Education and Instruction

Dr. Matthew Harris - Executive Director of Secondary Education and Instruction

Dr. Timothy Mahoney - Director of Special Education and Pupil Services

Ms. Stefanie Lipke - Fairview Elementary

Ms. Jacqueline Kissinger - Hartwood Elementary

Ms. Sara Petro - Kerr Elementary

Dr. Emily Maropis - O'Hara Elementary (K-2)

Ms. Jennifer Squeglia - O'Hara Elementary (3-5)

Ms. Breanne DeComo - DMS

Mr. Craig Reinhard - DMS

Ms. Kristin Pollick - DMS

Mr. Tim McLister - FCAHS (A-C)

Mr. John Baxter - FCAHS (D-G)

Ms. Dana Papalia - FCAHS (H-K)

Ms. Rachel Machen - FCAHS (L-O)

Mr. Ben O'Connor - FCAHS (P-S)

Ms. Tara DeComo - FCAHS (T-Z)



# 1. Guidance Mission Statement

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The mission of the Fox Chapel Area School District school counseling program is to guide students to choose responsible behaviors, to lead satisfying lives, and to become contributing members of society. The program provides equal and developmentally appropriate opportunities for all students to enhance their academic, career, and personal/social development. The certified counselors conduct activities, which support the mission of the school district, and advocate for every student's success. The program is strengthened by the partnership, communication, and support of all stakeholders.

## 2. Career and Technical Education Programs

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The A.W. Beattie Career Center is the career and technical education center for the Fox Chapel Area School District. A.W. Beattie Career Center is an extension of Fox Chapel Area High School. The A.W. Beattie Career Center offers students an opportunity to prepare for their chosen career field through advanced career and college preparation during their high school years.

# 3. Board Approval

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The Pennsylvania Department of Education requires School Board or Joint Operating Committee approval every 3 years.

# 4. Career Guidance Curriculum

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The FCASD provides career guidance services curriculum to assist all student with unbiased occupational and educational information necessary for realistic career planning.

# 5. Monthly Calendar

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The K-12 School Counseling Department maintains monthly calendars to support the areas of Academic, Career, and Personal/Social Development.

This is broken into monthly lessons as well as ongoing activities.

# 6. Educational Career Plan

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The FCASD Counseling Department maintains written strategies for developing and sustaining an individual student career plan that addresses academic and technical preparation, postsecondary education, and training via individual and group counseling and assessment.

# 7. Occupational Information

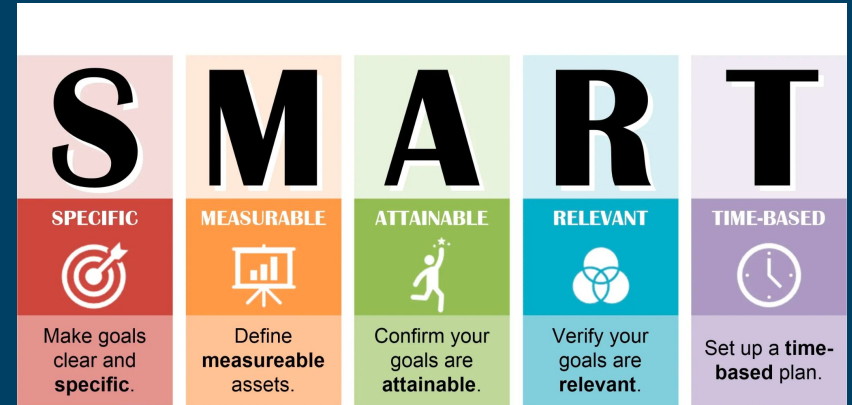
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The FCASD Counseling Department maintains resources within the Career Clusters and Pathways based on the National Career Clusters Framework.

*Adapted from National Association of State Directors of Career Technical Education, 2012*

# 8. K-12 Goals

Focus on Academic, Career, and Personal/Social





Smart Format	Academic	Career	Personal/Social
<p><b><u>SPECIFIC:</u></b> What is the specific issue based on your schools' data?</p>	<p>The school counselors will educate at-risk / struggling students and families on the Fox Chapel Area School District MTSS Model and resources / interventions available in each school.</p>	<p>The school counselors will continue to develop student career portfolios to demonstrate engagement in instruction and activities within the Career Education and Work (CEW) standards.</p>	<p>The school counselors will revise and update social and emotional learning curriculum to meet standards linked to the CASEL framework.</p>
<p><b><u>MEASURABLE:</u></b> How will we measure the effectiveness of our interventions?</p>	<p>District Child Find and MTSS meetings will provide referral data while district benchmarks will demonstrate academic improvement.</p>	<p>The district collects artifact information and cumulative data is reported in the Future Ready PA Index.</p>	<p>The school counselors will review pre-/post-data for lessons to review student learning and revise as needed.</p>
<p><b><u>ATTAINABLE:</u></b> What outcome would stretch us but is still attainable?</p>	<p>Academic growth score above the standard (70).</p>	<p>Career Standards Benchmark of 100%.</p>	<p>Greater than 80% correct responses within curriculum assessments.</p>
<p><b><u>RESULTS:</u></b> Is the goal reported in results-oriented data (process, perception, outcome)?</p>	<p>Data will be reviewed through quarterly benchmarks and reported in the annual Future Ready PA Index.</p>	<p>Collection of artifacts will be reviewed during the year and reported through the annual Future Ready PA Index.</p>	<p>Results will be reviewed following post-lesson evaluation and revisions will take place as needed.</p>
<p><b><u>TIMELINE:</u></b> When will the goal be accomplished?</p>	<p>The goal will be reviewed annually and revised based on current standards.</p>	<p>The goal will be reviewed annually and revised based on current standards.</p>	<p>The goal will be reviewed annually and revised based on current standards.</p>

# 9. Orientation to Career and Technical Options

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The FCASD maintains a listing of career guidance service activities (e.g., events, tours, and interventions) organized grade level and focused on increasing awareness of career and technical education opportunities among all K-12 students, parents, educators, postsecondary, businesses, and community agency stakeholders.

# 10. Career Placement Services

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The FCASD works to promote career development K-12 and focuses in 9th grade to develop the Fox Chapel Area High School 4-Year Planning Worksheet.

This document assists students and families with identifying progress toward graduation requirements and postsecondary planning.

# 11. Consultation with Teachers and Administrators

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Program delivery across four areas:

- Guidance Curriculum
- Prevention, Intervention, and Responsive Services
- Individual Student Planning
- System Support

# 12. Stakeholder Involvement

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FCASD supports various stakeholder involvement to benefit and/or assist the delivery of guidance services. Essential stakeholders include:

- Students
- Parents
- Postsecondary Institutions
- Educators
- Businesses
- Community Agencies

## 13. Career Guidance Services Stakeholder Group

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The FCASD conducts annual meetings with stakeholder groups at the building level to support programming and enhance guidance services.

# 14. Follow-up Studies

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The FCASD conducts continuous curricular review cycles for all programs.

This cycle includes department meetings with teachers, counselors, principals, and administrators. The team reviews data and research to promote effective programming and ensure the highest quality services.

# Questions?

