

K-12 School Guidance Plan

2023-2024 School Year

Elizabethtown Area School District



Contents

A.	Counselor Related Items of the Plan 1-3	3
1.	School Counselors and Assignments	3
2.	Role of the School Counselor: ASCA	4
3.	Job Description linked to the Counselor Evaluation Process	8
B.	Program Delivery Related Items of the Plan 4-9	11
4.	School Counseling Department Mission Statement	11
5.	Program Calendar by Domain and Level:	12
6.	Program Delivery by Tier and System Support:	12
7.	Curriculum Action Plan:	41
8.	Annual Program Goals:	64
9.	Individualized Academic & Career Plan Process and Portfolio	70
C.	Stakeholder Engagement Items of the Plan 10-11	78
10.	Stakeholder Engagement:	78
11.	School Guidance Program Advisory Council:	86
D.	Career Pathway Awareness Items of the Plan 12-13	90
12.	Career and Postsecondary Resources Supporting the CEW Standard Strands and Career Pathways (or Clusters)	90
13.	Career and Technology Center Strategies:	95

A. Counselor Related Items of the Plan 1-3

School Counselors and Assignments

Counselor's Name	Building	Ratio
Kelly Gillette	Elizabethtown Area High School	1:298
David Gibbs	Elizabethtown Area High School	1:291
Amy Robinson	Elizabethtown Area High School	1:349
Alisa Gunn	Elizabethtown Area High School	1:358
Greg Bechtold	Elizabethtown Area Middle School	1:290
Meghan Cunningham	Elizabethtown Area Middle School	1:278
Michele Updegraff	Elizabethtown Area Middle School	1:295
Tamara Miller	Bear Creek Intermediate School	1:256
Jason Bingaman	Bear Creek Intermediate School	1:277
Kara Baxter	Bear Creek Intermediate School	1:270
Taylor Yost	Bainbridge Elementary School	1:215
Jill Flemming	East High Street Elementary School	1:238
Meredith Engebretson	East High Street Elementary School	1:250

Role of the School Counselor: ASCA

Role	Level	Evidence of Role
Leader	Elementary/ Intermediate	<ul style="list-style-type: none"> ● Promote a school climate that is welcoming ● Open to change ● Promote acceptance and diversity ● Encourage students to engage in the pursuit of academic rigor to ensure success. ● Provide professional development to stakeholders ● Organize parent workshops ● SAP member ● Organize and implement peer mentoring ● IST/SSS
	Middle	<ul style="list-style-type: none"> ● Promote a school climate that is welcoming ● Open to change ● Promote acceptance and diversity ● Encourage students to engage in the pursuit of academic rigor to ensure success. ● Provide professional development to stakeholders ● Organize parent workshops ● SAP member ● Organize and implement peer mentoring
	High School	<ul style="list-style-type: none"> ● Promote a school climate that is welcoming ● Open to change ● Promote acceptance and diversity ● Encourage students to engage in the pursuit of academic rigor to ensure success. ● Provide professional development to stakeholders ● Organize parent workshops ● SAP member ● Organize and implement peer mentoring

Advocate	Elementary/ Intermediate	<ul style="list-style-type: none"> ● Voice for all students ● Advocate for changes as needed and provide counseling services to support student growth in the following area: personal, career and social/emotional ● Ensure equitable access to educational services for all students ● Consult with teachers regarding students ● Schedule and hold parent conferences ● Communicate and collaborate with mental health agencies ● Serve on IEP team
	Middle	<ul style="list-style-type: none"> ● Voice for all students ● Advocate for changes as needed and provide counseling services to support student growth in the following area: personal, career and social/emotional ● Ensure equitable access to educational services for all students ● Consult with teachers regarding students ● Schedule and hold parent conferences ● Communicate and collaborate with mental health agencies ● Serve on IEP team
	High	<ul style="list-style-type: none"> ● Voice for all students ● Advocate for changes as needed and provide counseling services to support student growth in the following area: personal, career and social/emotional ● Ensure equitable access to educational services for all students ● Consult with teachers regarding students ● Schedule and hold parent conferences ● Communicate and collaborate with mental health agencies ● Serve on IEP team
Collaborator	Elementary/ Intermediate	<ul style="list-style-type: none"> ● Work with students, parents, teachers, social workers, administrators, various agencies and the community to promote student achievement ● Promote the mission of the school district and create an environment that promotes student achievement

		<ul style="list-style-type: none"> ● Attend monthly K-12 counselor meeting to collaborate ● Collaborate with grade level departments ● Attend and present professional development ● Meet with administration ● Work with community agencies
	Middle	<ul style="list-style-type: none"> ● Work with students, parents, teachers, social workers, administrators, various agencies and the community to promote student achievement ● Promote the mission of the school district and create an environment that promotes student achievement ● Attend monthly K-12 counselor meeting to collaborate ● Collaborate with grade level departments ● Attend and present professional development ● Meet with administration ● Work with community agencies
	High	<ul style="list-style-type: none"> ● Work with students, parents, teachers, social workers, administrators, various agencies and the community to promote student achievement ● Promote the mission of the school district and create an environment that promotes student achievement ● Attend monthly K-12 counselor meeting to collaborate ● Collaborate with grade level departments ● Attend and present professional development ● Meet with administration ● Work with community agencies
Systemic Change Agent	Elementary/ Intermediate	<ul style="list-style-type: none"> ● Use a system of analysis using data to determine the effectiveness of implemented programming. ● Serve as a resource to individuals and organizations. ● Work to remove institutional barriers to students learning, preparing students to live, learn and thrive in a global community.

		<ul style="list-style-type: none"> ● Collect data on the use of time and services to students/parents ● Complete a program audit ● Needs assessment resulting in modification of program based on results
	Middle	<ul style="list-style-type: none"> ● Use a system of analysis using data to determine the effectiveness of implemented programming. ● Serve as a resource to individuals and organizations. ● Work to remove institutional barriers to students learning, preparing students to live, learn and thrive in a global community. ● Collect data on the use of time and services to students/parents ● Program audit ● Needs assessment resulting in modification of program based on results
	High School	<ul style="list-style-type: none"> ● Use a system of analysis using data to determine the effectiveness of implemented programming. ● Serve as a resource to individuals and organizations. ● Work to remove institutional barriers to students learning, preparing students to live, learn and thrive in a global community. ● Collect data on the use of time and services to students/parents ● Program audit ● Needs assessment resulting in modification of program based on results

Job Description linked to the Counselor Evaluation Process

Examples or areas of responsibility listed in the counselor job description linked to the evaluation process

Counselor Level	<u>Domain 1</u> Planning and Preparation	<u>Domain 2</u> Environment	<u>Domain 3</u> Delivery	<u>Domain 4</u> Professional Development
	<p>Uses a district adopted comprehensive school counseling plan that reflects and integrates extensive knowledge, theory & best practices; Demonstrates extensive knowledge of child and adolescent development & provides comprehensive services that are developmentally appropriate; Initiates program review and sets instructional outcomes and goals based on data; Demonstrates knowledge of local, state & national resources; Designs school counseling program & services aligned with ASCA and PDE guidelines; Designs, implements and utilize student assessments</p>	<p>Creates an environment of respect & rapport for colleagues and students; Supports a culture for positive mental health and learning; Uses routines & procedures that are seamless in operation; Demonstrates an understanding of behavior management techniques that are sensitive to student needs and respects students' dignity</p>	<p>Communicates clearly and accurately: Uses evidence-based individual and group questioning & discussion techniques; Regularly engages students in learning and development; Utilizes assessment in delivery of academic, career and personal social development services; Demonstrates flexibility and responsiveness</p>	<p>Reflects on practice and demonstrates an effort to integrate evidence-based methodologies & strategies to improve practice & outcomes; Maintains accurate and confidential records; Effectively communicates with all stakeholders; Participates in a professional community; Seeks opportunities for professional development; Demonstrates professionalism</p>

Elementary	Address academic/career/social/emotional needs through individual counseling, support groups, CUBS/classroom instruction and grade level presentations; Consistently develop and maintain programs and interventions that promote positive self-image, self-esteem, problem-solving, decision-making and conflict-resolution skills; support standardized exams including, but not limited to, the PSSA;	Collaborates with district staff to communicate concerns with students & parent regarding attendance, social/emotional and academic concerns; Serve as an active participant within the SAP Program, Crisis Team & department and/or provide consultation/assistance as needed; Assist the psychologist, social worker, special education, alternative education personnel and/or outside organization to provide support that removes educational barriers	Assist staff and parents with determining students' needs and support services; Assist in determining eligibility of students for school/community programs; Refer students/families to school based services and community agencies; Attend MDE, IEP and GIEP meetings of identified students as needed; Maintain open lines of communication to all stakeholders involved with the students through blogs, newsletters, announcements and other forms of media;	Attend K-12 team, department, grade level, IST and meetings as needed for consultation; Maintain 504 plans for eligible students; Collect data via record review, observation and formative/summative/standardized assessments
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<p>Secondary</p>	<p>Address academic/career/social/emotional needs through individual counseling, support groups, classroom instruction and grade level presentations; Consistently develop and maintain programs and interventions that promote positive self-image, self-esteem, problem-solving, decision-making and conflict-resolution skills; Organize and supervise standardized exams including, but not limited to, PSAT, ASVAB, PSSA, Keystone; Work with students to research and implement post-secondary plans</p>	<p>Collaborate with district staff to communicate concerns with students and parents regarding attendance, social/emotional and academic concerns; Serve as an active participant within the SAP Program, Crisis Team & department and/or provide consultation/assistance as needed; Assist the psychologist, social worker, special education, alternative education personnel and/or outside organization to provide support that removes educational barriers</p>	<p>Assist staff and parents with determining students' needs and support services; Assist in determining eligibility of students for school/community programs; Refer students/families to school based services and community agencies; Attend MDE, IEP and GIEP meetings of identified students as needed; Maintain open lines of communication to all stakeholders involved with the students through blogs, newsletters, announcements and other forms of media;</p>	<p>Attend student services, K-12 team, department and SAP meetings as needed for consultation; Determine eligibility, write and maintain 504 plans for eligible students; Enroll/withdraw students and complete academic record updates; Maintain cumulative records, facilitate student enrollments/withdrawals/changes to programming and collaboratively construct student schedules with building resources; Collect data via record review, observation and formative/summative/standardized assessments</p>
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**B. Program Delivery Related Items of the Plan 4-9
School Counseling Department Mission Statement**

District Mission Statement
Every student graduates ready to live, learn and thrive in a global community.
K-12 School Counseling Mission Statement
<p>School counseling is an integral component of the School District’s educational process. Our comprehensive school counseling program is based on 3 domains: career, personal-social, and academic. Students are growing up in an ever changing, complicated and diverse environment. The school’s counseling services, delivered by committed, certified school counselors are necessary to assist all students in establishing a base for achieving optimal learning on educational, social, personal and professional levels throughout their lives.</p> <p>School counselors recognize the importance of students being emotionally prepared to learn and being placed into a program compatible with their needs. In order to ensure students’ emotional preparation and program compatibility, school counselors enter into a partnership with multiple stakeholders including students, parents, educators, business community, and post-secondary institutions.</p> <p>Counselors provide services through the components of the school counseling curriculum, individual planning, responsive services and system support. These services afford equal access and equity to all students with the opportunities and resources to enable them to accomplish developmentally appropriate goals.</p>

**Program Calendar by Domain and Level:
Program Delivery by Tier and System Support:**

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
ELEMENTARY-AUGUST					
Academic:					
Plan scope and sequence classroom lessons	X				
Career:					
Plan scope and sequence classroom lessons.	X				
Individual career discussions	X				
Social/Emotional:					
First day welcome/Introduction Lessons	X				
Plan scope and sequence for classroom lessons.	X				
Review new student records				X	
Review all kindergarten student records.				X	
Meet with summer enrollments		X			
Support individual transitions			X		
Student Needs Assessment	X				
Leader In Me	X				
Strengths and Difficulties Questionnaire- Parent	X				
PRIMARY- SEPTEMBER					
Academic:					
Plan scope and sequence classroom lessons	X				
Attend MTSS Meetings				X	
Career:					
Plan scope and sequence classroom lessons.	X				
Individual career discussions	X		X		

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Social/Emotional:					
Plan scope and sequence for classroom lessons.	X				
Review new student records				X	
Review all kindergarten student records.				X	
Meet with summer enrollments		X			
Organize Compass Mark Groups				X	
Support individual transitions			X		
Student Needs Assessment	X				
Leader In Me	X				
PRIMARY-OCTOBER					
Academic:					
Attend MTSS Meetings				X	
Career:					
Individual career discussions	X			X	
Counseling Advisory Committee				X	
Social/Emotional:					
Zones Lesson at all grade levels	X				
Begin holiday gift program				X	
Strengths and Difficulties Questionnaire- Teacher	X				
PRIMARY-NOVEMBER					
Academic:					
Student Observations			X		
Attend Parent Teacher Conferences			X		
Career:					
Individual career discussions	X		X		
Social/Emotional:					
Holiday gift program				X	
Food Drive				X	
PRIMARY-DECEMBER					
Academic:					

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Attend MTSS Meetings			X		
Career:					
Social/Emotional:					
Holiday gift program				X	
PRIMARY-JANUARY					
Academic:					
Universal Gifted Screening			X		
Career:					
Social/Emotional:					
Zones lesson 1st and 2nd Grade	X				
PRIMARY-FEBRUARY					
Academic:					
Universal Gifted Screening			X		
Career: see Ongoing Activities					
Social/Emotional: see Ongoing Activities					
ELEMENTARY-MARCH					
Academic: see Ongoing Activities					
Career: see Ongoing Activities					
Social/Emotional: see Ongoing Activities					
ELEMENTARY-APRIL					
Academic: see Ongoing Activities					
Career:					
Counseling Advisory Committee				X	
Career Lessons	X				

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
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Social/Emotional: see Ongoing Activities					
ELEMENTARY-MAY					
Academic: see Ongoing Activities					
Career: see Ongoing Activities					
Social/Emotional: see Ongoing Activities					
Support 2nd to 3rd grade transitions.	X				
Student Needs Assessment	X				
Strengths and Difficulties Questionnaire- Incoming Kindergarten Parent	X				
ELEMENTARY-JUNE					
Academic: see Ongoing Activities					
Career: see Ongoing Activities					
Social/Emotional: see Ongoing Activities					
ELEMENTARY-JULY					
Academic:					
Evaluate data from the previous school year.				X	
Review new student records				X	
Career:					
Evaluate data from the previous school year.				X	
Social/Emotional: see Ongoing Activities					
Evaluate data from the previous school year.				X	

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
INTERMEDIATE AUGUST					

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
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Academic:					
Summer building tours	X			X	
504 Review Meetings					X
Review new student records	X				
Bear Creek Open House	X			X	
Career:					
Social/Emotional:					
Meet with students new to the building	X				
INTERMEDIATE SEPTEMBER					
Academic:					
Career:					
Introductory Xello Career Lesson	X				
Social/Emotional:					
Introductory Counseling Lesson					
Student Needs Assessment	X			X	
Request and Organize Small Group Recommendations				X	
Formulate Groups		X			
Begin counseling groups		X			
Meet with students new to the building			X		
INTERMEDIATE OCTOBER					
Academic:					
Career:					
Social/Emotional:					

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Meet with students new to the building			X		
Continuation of groups		X			
Giving Tree Program - Coordination with Agencies				X	
Giving Tree Program - Coordination of Requests				X	
INTERMEDIATE NOVEMBER					
Academic:					
Career:					
Xello Mission Check				X	
Social/Emotional:					
Meet with students new to the building			X		
Giving Tree - Coordination of Donations				X	
Continuation of groups		X			
INTERMEDIATE DECEMBER					
Academic:					
Academic Grade Check – End of Trimester 1				X	
Habits of Successful Learners Data Analysis				X	
Conference Attendance/Consultation					
Career:					
Social/Emotional:					
Giving Tree - Coordination Gift Drop Off/Pick Up				X	
Giving Tree - Food Drive				X	
Continuation of groups		X			
INTERMEDIATE JANUARY					
Academic:					
Academic Planning/Potential Retentions		X		X	
Career:					

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Social/Emotional:					
Request and Organize Small Group Recommendations				X	
Formulate Groups		X			
Begin Second Set of counseling groups		X			
Continuation of Groups		X			
INTERMEDIATE FEBRUARY					
Academic:					
4th Grade Habits of Successful Learners	X				
Career:					
3rd Grade Xello/Career Lesson					
Social/Emotional:					
5th Grade Empathy/Social Filter Lesson	X				
Continuation of Groups		X			
INTERMEDIATE MARCH					
Academic:					
Career:					
5th Grade JA Biztown Interviews	X				
Career Portfolio Management and Maintenance	X				
Social/Emotional:					
Gather recommendations and permissions for student tour guides		X			
Student Tour Guide Training Model					
Continuation of Groups		X			
INTERMEDIATE APRIL					

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Academic:					
Career:					
Social/Emotional:					
Student Tour Guide Training 1		X			
INTERMEDIATE MAY					
Academic:					
Incoming 3rd Grade Student Orientation Visits				X	
Incoming 3rd Grade Parent Orientation Night				X	
5th Grade Middle School Transition					
Career:					
5th Grade JA Biztown Visit	X				
Social/Emotional:					
Elementary Counselor consultation for At-Risk Students		X			
Student Tour guide Training 2		X			
INTERMEDIATE JUNE					
Academic:					
Review new student records	X				
Summer building tours	X			X	
Career:					
Social/Emotional:					
Leader in Me Summer Leadership Calendar	X				
INTERMEDIATE JULY					
Academic:					
Review new student records	X				
Summer building tours	X			X	

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
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Career:					
Social/Emotional:					

MIDDLE SCHOOL

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
SEPTEMBER-MIDDLE SCHOOL					
Academic:					
Parent Back to School Night				X	
Schedule Changes and Adjustments			X		
Annual 504 Review Meetings				X	
Meet Your Counselor Lesson					
Mid-term Progress Reports for Quarter 1	X				
Career:					
Social/Emotional:					
SAP Begins		X		X	
Holiday Help Set-up				X	
“Get to Know You” Student Meetings Begin	X				
New Student Group		X			
Needs Assessment	X			X	
OCTOBER-MIDDLE SCHOOL					
Academic:					

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Parent Teacher Conferences	X				
Quarter 1 Report Cards	X				
Q1 Classroom Lesson- How to be a Successful Student	X				
Career:					
Counseling Advisory Council Fall Meeting				X	
ABC Keystone Constructions Wars		X			
Collaborate with Life Ready Pathways Teacher	X				
8th Grade Career Plan Student Meetings		X	X		
Xello Student Meetings		X	X		
Social/Emotional:					
Get to Know You Meetings	X				
Small Counseling Groups Begin		X			
Red Ribbon Week	X				
NOVEMBER- MIDDLE SCHOOL					
Academic:					
Q1 Failure Meetings Held with Students		X	X		
Failure Letter Sent to Parents		X	X		
Career:					
Junior Achievement (YES! Program)	X				
Social/Emotional:					
Feathers for Families				X	
PAYS Survey				X	
DECEMBER- MIDDLE SCHOOL					
Academic:					
Mid-term Progress Reports for Quarter 2	X				
Career:					
Social/Emotional:					
Holiday Help for Families/Angel Tree				X	
JANUARY- MIDDLE SCHOOL					

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Academic:					
Honors Meeting for Incoming 9th Graders			X		
8th Grade Parent Scheduling Night			X		
Quarter 2 Report Cards	X				
Failure Letter Sent to Parents		X	X		
Career:					
Collaborate with Life Ready Pathways Teacher	X				
8th Grade Career Plan Student Meetings		X	X		
Xello Student Meetings		X	X		
Social/Emotional:					
New Student Group for Semester 2					
Q2 Classroom Lesson-Healthy Friendships	X				
FEBRUARY- MIDDLE SCHOOL					
Academic:					
Course Selection for 8th Grade Students			X		
8th Grade Scheduling Meetings			X		
Teacher Course Recommendations			X		
Mid-term Progress Reports for Quarter 3	X				
Career:					
Mock Interviews with HS Students				X	
Social/Emotional:					
National School Counseling Week	X				
MARCH- MIDDLE SCHOOL					
Academic:					
Bear Creek Transition Events				X	
Parent/Teacher Spring Conferences		X	X		
Quarter 3 Report Cards	X				
Failure Letter Sent to Parents		X	X		
Career:					
Collaborate with Life Ready Pathways Teacher	X				
8th Grade Career Plan Student Meetings		X	X		

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Xello Student Meetings		X	X		
Social/Emotional:					
Q3 Classroom Lesson- Conflict Resolution	X				
APRIL- MIDDLE SCHOOL					
Academic:					
PSSA Testing, Make-Up Testing, Planning, and Organization					X
Potential Failure Meetings with Students		X	X		
Mid-term Progress Reports for Quarter 4	X				
Career:					
Counseling Advisory Council Spring Meeting				X	
Social/Emotional:					
Q4 Classroom Lesson- Zones of Regulation and Coping Skills	X				
SEL District Survey	X			X	
MAY- MIDDLE SCHOOL					
Academic:					
Keystone Testing					X
Bear Creek Transition Events				X	
Quarter 4 Report Cards	X				
Failure Letters Sent Home					
Summer School Determinations/Keystone Credit Recovery Information Distribution		X	X		
Scheduling for Next School Year				X	
PSSA Testing, Make-Up Testing, Planning, and Organization					X
Career:					
Collaborate with Life Ready Pathways Teacher	X				
8th Grade Career Plan Student Meetings		X	X		
Xello Student Meetings		X	X		
Report on Annual Student Outcome Goals					
Social/Emotional:					
End of Year Needs Assessment for All Students	X				
Turn-Around Awards				X	

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Counseling Transition Document Completed					
Bear Creek Transition Activities	X				
JUNE- MIDDLE SCHOOL					
Academic:					
Summer School Determinations/Keystone Credit Recovery Information Distribution		X	X		
Scheduling for Next School Year				X	
Career:					
Career Portfolio Reporting					
Social/Emotional:					
Bear Creek Transition Activities	X				
JULY- MIDDLE SCHOOL					
Academic:					
Summer School Check-Ins			X		
Planning for 7th Grade Orientation				X	
Scheduling				X	
Review New Student Records			X		
Career:					
Social/Emotional:					
AUGUST- MIDDLE SCHOOL					
Academic:					
Complete Schedules and Release Access				X	
Review New Student Records			X		
Orientation Open House for Incoming 7th Grade Students				X	
Open House for Students New to the District				X	
Send out 504s to Teachers			X		
IST Begins				X	

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Grade Level and Team Meetings				X	
First 3 Days of School Orientation	X				
Career:					
Social/Emotional:					
Needs Assessment Given to All Students	X			X	
Transition to Middle School- First 3 Days Lessons	X				

HIGH SCHOOL

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
SEPTEMBER - HIGH SCHOOL					
Academic:					
Check 12th grade credits	X				
Senior resume on Schoology	X				
Open House Night	X				
Meet with dual enrollment students	X				
SAT/PSAT registration reminder announcements	X				
EACTC Tutoring	X				
Career:					
Individual senior student meetings	X				
Application Process- Grade 12 Lesson	X				
Establish internship placements	X				
Establish work experience placements	X				
Confirm Financial Aid speakers	X				

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Social/Emotional:					
New Student Ambassador tours	X				
Morning Duty					X
OCTOBER HIGH SCHOOL					
Academic:					
Multiple Failure Conferences - Parents & Teachers		X			
Advertise SAT	X				
Administer PSAT	X				
EACTC Tutoring		X			
Career:					
Financial aid night (12th)- resources, organize meeting	X				
Career Selection- Grade 10 Lesson	X				
Mock Interviews	X				
CTC Tours	X				
CTC Presentation to students	X				
Pathway Mock Interview	X				
Early Graduate Meetings	X				
Social/Emotional:					
Morning Duty					X
Teen Hope Screening	X				
Chat with the Counselor	X				
NOVEMBER HIGH SCHOOL					
Academic:					
Register 2nd Semester Dual Enrollment	X				

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Send 12th grade Potential Non-Grad Letter		X			
EACTC Tutoring		X			
AP Exam order	X				
Career:					
School Selection- Grade 11 Lesson	X				
SAT registration reminder announcement	X				
Advertise Financial Aid Night/SAT registration	X				
Remind 12th grade of college deadlines	X				
Career shadow placements	X				
CTC Open House	X				
Social/Emotional:					
Morning Duty					X
Chat with the Counselor	X				
DECEMBER HIGH SCHOOL					
Academic:					
Plan & Confirm 9th Grade lessons				X	
Remind students of CTC application deadline	X				
Remind students of SAT registration	X				
EACTC Tutoring		X			
Career:					
Scholarship and Financial Aid- Grade 12 Lesson	X				
CTC Open House	X				
Career shadow presentation	X				
Counseling Advisory Council - Fall Meeting				X	
Process CTC applications	X				

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Social/Emotional:					
Morning Duty					X
Chat with the Counselor	X				
JANUARY HIGH SCHOOL					
Academic:					
Review Educational Planning Guide				X	
Advertise SAT	X				
Distribute 504 plans to Semester two Teachers			X		
Review Grad plans of seniors in jeopardy of not graduating		X			
8th Grade Scheduling Presentation & parent night	X				
Identify Students at Risk		X			
Identify Potential Non-Grad		X			
Formulate Possible Non Grad- Grad Plan				X	
Students begin scheduling process				X	
Annalyze Needs Assessment			X		
Academy Mid-Year Meetings			X		
Monitor Keystones					X
EACTC Tutoring		X			
Career:					
Process CTC Applications	X				
Social/Emotional:					
Morning Duty					X
Chat with the Counselor	X				

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
FEBRUARY HIGH SCHOOL					
Academic:					
Sr. Awards planning - collect first group of scholarships				X	
Advertise SAT registration	X				
EACTC Tutoring		X			
Career:					
Schedule/Confirm 10th grade lessons				X	
Mock interviews	X				
Early Graduation	X				
11th grade lessons	X				
Act 158 Graduation Pathways meetings with students	X				
Social/Emotional:					
11th Grade Teen Hope Screening	X				
Morning Duty					X
Chat with the Counselor	X				
MARCH HIGH SCHOOL					
Academic:					
10th grade lessons	X				
Senior awards - collect 2nd and 3rd group of scholarships due				X	
Review Grad plans of seniors in jeopardy of not graduating			X		
Multiple Failure Conferences - Parents & Teachers			X		
Submit AP exam order for S2 classes				X	
EACTC Tutoring		X			
PACAC college fair	X				

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Career:					
PFEW Presentation	X				
Social/Emotional:					
Morning Duty					X
Chat with the Counselor	X				
APRIL HIGH SCHOOL					
Academic:					
Gather Summer School information			X		
Individual Meetings with Students regarding grades			X		
EACTC Tutoring		X			
Career:					
Scholarship selection committee meeting				X	
Review scholarship applications				X	
Act 158 Graduation Pathways meeting	X				
SAT registration	X				
Collect for senior awards night and give to secretary				X	
Counseling Advisory Council - Spring Meeting				X	
Social/Emotional:					
Morning Duty					X
Chat with the Counselor	X				
MAY HIGH SCHOOL					
Academic:					
AP exams	X				
Order PSAT information	X				

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Scheduling conflicts		X			
Administer needs assessment	X				
Academy End-of-Year Meetings			X		
Monitor Keystones					X
EACTC Tutoring		X			
Career:					
SAT registration	X				
Scholarships & Awards Ceremony	X				
11th Grade Appointments - Planning for College				X	
Update Scholarship list – review and clean up files				X	
Career shadow placements	X				
Social/Emotional:					
Administer needs assessment	X				
Turn Around Awards		X			
Morning Duty					X
Chat with the Counselor	X				
JUNE HIGH SCHOOL					
Academic:					
Scheduling conflicts		X			
Work days throughout summer				x	
Communicate Failure options to students/parents - mailings		X			
Transition Meeting with Middle School Counselor				X	
New Student Enrollment Meetings	X				
Career:					
Help plan graduation and attend practices & ceremony				X	

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Social/Emotional:					
JULY HIGH SCHOOL					
Academic:					
Summer scheduling issues		X			
Process dual enrollment applications	X				
Process Keystone Credit Recovery credits and adjust schedules			X		
New Student Enrollment meetings	X				
Career:					
Discuss 1st Semester Internship Options			X		
Discuss 1st Semester Work Experience options	X				
Social/Emotional:					
Individual meetings with transfer students			X		
AUGUST HIGH SCHOOL					
Academic:					
Finalize student schedules	X				
9th grade student orientation				X	
Distribute 504 plans to teachers			X		
LLVS meetings and monitoring			X		
Process Keystone Credit Recovery credits and adjust schedules			X		
Update school profile				X	
New Student Enrollment Meetings			X		
Career:					
Discuss 1st Semester Internship Options & Work Experience options			X		

Item Month/Domain/Item	Curriculum- (Tier 1)	Responsive- (Tier 2)	Individual Academic/Career Counseling	System Support	Non- Counselor Related
Social/Emotional:					
Individual meetings with transfer students			X		

Ongoing K-12 School Counselor Activities

Place an "X" in the appropriate column for delivery style.

Place the number of hours per year of non-counselor related activities in the last column.

ELEMENTARY

Ongoing Counselor Related Activity	Curriculum (Tier 1)	Responsiv (Tier 2)	Individual Academic/ Career Counseling	System Support; Counselor Related	System Support: Non-Counselor Related Calculate Hours per Year
Academic:					
Participate in MTSS Team			X		
Conduct Gifted Screenings			X		
Conduct Behavioral Observations			X		
Organize and Facilitate Small Groups		X			
Collaborate/consult with parents			X		
Collaborate/consult with teachers/administrators			X		
Special Education Referrals			X		
504 Plan Case Management					X (15 hours Per counselor)
Classroom Coverage					X (10 hours Per counselor)
SEL Collaborative Time				X	
Career:					
K-12 Counseling Department Meetings				X	
Professional Development/Conference Attendance				X	
Social/Emotional:					
Meet with new enrollments			X		
Individual brief counseling			X		
Organize and facilitate small groups		X			
Create and manage behavior plans			X		
Collaborate/consult with parents (including providing education and resources as needed).			X		

Collaborate/consult with teachers/administration.	X	X	X		
Collaborate/consult with outside counselors and agencies.			X		
Collaborate/consult with the Social Work Department			X		
Manage Parent Communication			X		
Manage Counselor Website				X	
New Student Tours			X		
Morning/Afternoon Duty					X (60 hours Per counselor)

INTERMEDIATE

Ongoing Counselor Related Activity	Curriculum (Tier 1)	Responsiv (Tier 2)	Individual Academic/ Career Counseling	System Support; Counselor Related	System Support: Non-Counselor Related Calculate Hours per Year
Academic:					
Gifted Screenings			X		
Student Support Services Team Discussion of Student Placement				X	
Student Support Services Team Meeting		X			
Community of Practice					X (18 hours per counselor/year)
Student Support Services Team				X	
504 Management			X	X	X (20 hours per counselor/yr)
Special Education Testing Referrals				X	
Gifted Screenings and Referrals				X	
Team Meetings				X	
New Student Orientation and Scheduling	X				
Student Observations				X	
Maintain Websites				X	
Parent Meetings and Communication				X	
Concussion Management Team		X		X	
Peer Mentors		X	X		

Admin./Counseling Meetings				X	
IEP/MDE Meetings				X	
Students of the Month				X	
Faculty Meetings				X	
Career:					
Career Portfolio Management and Maintenance	X				
K-12 Counseling Department Meetings				X	
Social/Emotional:					
Leader In Me	X				
Children & Youth Referrals		X			
ECHOS Partnership		X			
Suicide Assessments		X			
SAP Team				X	
TEAMCARE School-Based Counseling Referrals		X			
Individual Counseling			X		
Group Counseling		X			
SAIP/Attendance Meetings		X			
BEAR Bags		X			
Coordinating Services for Mental Health Placements		X			
Collaborate/consult with parents (including providing education and resources as needed).	X				
Collaborate/consult with teachers/administration.	X				
Create and Manage Behavior Plans		X			
Crisis Response Team/Safe Crisis Management				X	
Morning/Afternoon Duty					X (115 hours/per counselor)

MIDDLE SCHOOL

Ongoing Counselor Related Activity	Curriculum (Tier 1)	Responsive (Tier 2)	Individual Academic/ Career Counseling	System Support; Counselor Related	System Support: Non-Counselor Related Calculate Hours per Year
Academic:					
LLVS Meetings and Monitoring			X		
CoP				X	
Students of Concern Meeting		X	X	X	
Admin./Counseling Meeting		X		X	
504 Case Management			X	X	X (15 Hours, Per Counselor)
Special Education Testing Referrals			X		
Gifted Screenings and Referrals			X		
Team Meetings		X		X	
New Student Orientation and Scheduling	X		X		
Organization of Homebound Services		X			
Individual Student Planning			X		
Student Observations		X			
Maintain Websites				X	
Parent Meetings and Communication		X			
Concussion Management Team		X	X		
Peer Mentors		X	X		
Admin./Counseling Meetings				X	
IEP/MDE Meetings			X		
Leader In Me	X				

Students of the Month			X		
Faculty Meetings				X	
Buddy Program/Tutor Set-Up			X		
Schoology/Community Portal Account Assistance			X	X	
Remediation Plans		X	X		
Check-In/Check-Out		X			
Career:					
Career Portfolio Management and Maintenance	X				
Individual Student Planning			X		
K-12 Counseling Department Meetings				X	
Collaboration with Life Ready Pathways Required Course	X				
Xello Lessons	X				
Professional Development and Conferences				X	
Social/Emotional:					
Children & Youth Referrals and Collaboration		X			
ECHOS Partnership		X			
Suicide Assessments		X			
SAP Team				X	
TEAMCARE School-Based Counseling Referrals and Services		X			
Leader In Me	X				
Individual Counseling			X		
Group Counseling		X			
SAIP/Truancy Meetings		X			
BEAR Bags		X			
Coordinating Services for Mental Health Placements		X			
Collaborate/consult with parents (including providing education and resources as needed)	X				
Collaborate/consult with teachers/administration	X				
Create and Manage Behavior Plans		X			
Crisis Response Team/Safe Crisis Management				X	
Peer Mediation		X			
Facility Dog Training	X				
Morning Duty					X

					(60 hours, Per Counselor)
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HIGH SCHOOL

Ongoing Counselor Related Activity	Curriculum (Tier 1)	Responsive (Tier 2)	Individual Academic/ Career Counseling	System Support; Counselor Related	System Support: Non-Counselor Related Calculate Hours per Year
Academic:					
Community Of Practice Meeting and Activities				X	
LLVS Meetings and Monitoring			X		
Special Education Referrals			X		
Gifted Screenings & Referrals			X		
New Student orientation and scheduling	X				
504 Case Management					X (About 20 hours per School Counselor)
Individual Student Planning			X		
Student Observations			X		
Concussion Management Team		X			
Organization of Homebound Services			X		
Parent meetings and communication		X			
Teacher and Stakeholder communication				X	
Monitoring LCA placements			X		
Monitoring alternative placement			X		
Weekly administration meetings				X	
Coordination of services for mental health placements			X		
IEP/GIEP meetings		X			
Write recommendation letters				X	
Jump Start Program		X			
Complete Common Application/Send Edu/College Applications for Seniors			X		
Career:					

College Rep Visits	X				
Internship Placement and monitoring	X				
Apprenticeship monitoring			X		
Writing College/Job letters of recommendation			X		
Life Ready Portfolio Management	X				
Individual Student Planning		X			
K-12 Counseling Department Meetings				X	
Professional Development/Conferences				X	
Xello Career Exploration Lessons	X				
Social/Emotional:					
Children & Youth Referrals		X			
Empower the Mind Crisis Counselor		X			
Suicide Ideation Referrals		X			
SAP Participation		X			
TEAM Care School Based Referrals		X			
Individual Student Planning			X		
Facility Dog Training				X	
Student Ambassadors			X		
SAIP/Truancy Meetings			X		
IEP Meetings		X			
Morning Duty					X (About 50 hours)
New Student Ambassadors	X				

Curriculum Action Plan:

Kindergarten Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Introduction to the School Counselor	ASCA B-SS 3	Needs Assessment	Trimester 1	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Discussion & Questioning
ZOR 1: Wall Posters	ASCA M 1 ASCA B-SMS 7	The Zones of Regulation	Trimester 1	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Wole group or individual wall poster
EABC 1: What are emotions?	ASCA M 1 ASCA B-SMS 7 ASCA B-SS 4	Emotional ABC's Weather Pictures Self-Reflection handout	Trimester 1	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Self-Reflection
EABC 2: How do you respond?	ASCA M 1 ASCA B-SS 2	Emotional ABC's Self-Reflection handout	Trimester 1	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Self-Reflection
ZOR #3: Zones In Video	ASCA: M1, B-SS 4 B-SMS 2	The Zones of Regulation Zones In Video PPT	Trimester 2	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Questioning
EABC 4: Intensity of emotions	ASCA M 1	Emotional ABC's 4 in 1 Weather Page Weather Pictures Weather Wheel Happy Wheel Self-Reflection	Trimester 2	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Self-Reflection

		handout						
EABC 5: Expanded vocabulary	ASCA M 1	Emotional ABC's Happy, Mad, & Sad Wheels Self-Reflection handout	Trimester 2	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Self-Reflection
EABC 3: Everyone is different	ASCA M 2 ASCA B-SS 2 ASCA B-SS 4	Emotional ABC's	Trimester 2	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Discussion
ZOR 11: Tools for calming	ASCA B-SMS 2 ASCA B-SMS 7	Zones of Regulation	Trimester 3	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Discussion
EABC 6: Uncomfortable Emotions	ASCA M 1 ASCA M 2	Emotional ABC's 4-in-1 Uncomfortable Face Cards Moody Face Cards Self-Reflection handout	Trimester 3	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Self-Reflection
EABC 7: See emotions change	ASCA M 1 ASCA M 2 ASCA B-SS 1 ASCA B-SS 2 ASCA B-SS 6	Emotional ABC's Skateboard Event Sequence	Trimester 3	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Event Sequence
Career	ASCA: CEW: 13.1.3 D	When I Grow Up video. Whose vehicle Is This Game. Whose Vehicle Is This Worksheet.	Trimester 3	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Whose Vehicle Is This Worksheet.

Concept 7: Guidance Curriculum Action Plan Tool

Grade 1 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Zones of Regulation #1: Creating Wall Posters	ASCA: M1, B-SMS 2, B-SMS 7, B-SS 9	"The Way I Feel" by Janan Cain Zones Poster; Feeling images, worksheet.	Trimester 1	257 First Grade Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion
Zones of Regulation #2: Zones Bingo	ASCA B-SS 4		Trimester 1	257 First Grade Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion
Zones of Regulation #4: The Zones in Me	ASCA: M1, B-SMS 7	The Zones of Regulation Curriculum	Trimester 1	257 First Grade Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion, Role Play, Worksheet
Zones of Regulation #9: Triggers	ASCA: M1, B-SMS 2, B-SMS 7	The Zones of Regulation Curriculum	Trimester 1	257 First Grade Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion, Worksheet
Zones of Regulation #10: Sensor Tools	ASCA: M1, B-SMS 7	The Zones of Regulation Curriculum	Trimester 1	257 First Grade Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion, Worksheet
ZOR #3: Zones In Video	ASCA: M1, B-SS 4 B-SMS 2	The Zones of Regulation Zones In Video PPT	Trimester 2	215 Kindergarten Students	Bainbridge Elem East High Elem	School Counselor	EH- Meredith Engebretson & Jill Flemming BB- Taylor Yost	Questioning
Introduction to the School Counselor	ASCA: B-SS 3		Trimester 1	257 First Grade Students	Bainbridge Elem East High Elem	School Counselor	Meredith Engebretson Jill Flemming Taylor Yost	Question/Discussion
Zones of Regulation	ASCA:	The Zones of	Trimester 2	257 First	Bainbridge Elem	School Counselor	Meredith	Question/Discussion,

#12: Exploring Tools: Thinking Strategies (inner coach vs. inner critic)	B-SMS 7	Regulation Curriculum		Grade Students	East High Elem		Engebretson Jill Flemming Taylor Yost	Worksheet
Interests	ASCA: B-LS 7 CEW: C:A1.1, 13.1.3.B, 13.1.3.C, 13.1.3.D	NED Video: Anna Bananna	Trimester 3	257 First Grade Students	Bainbridge Elem East High Elem	School Counselor	Meredith Engebretson Jill Flemming Taylor Yost	Question/Discussion, Worksheet
Interests	ASCA: B-LS 7 CEW: C:A1.1, 13.1.3.B, 13.1.3.C, 13.1.3.D	Berenstein Bears "On the Job" video	Trimester 3	257 First Grade Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Discussion/ Questioning Interest Worksheet-

Grade 2 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Introduction to the School Counselor	ASCA: B-SS 3		Trimester 1	249 Second Grade Student	Bainbridge Elem East High Elem	School Counselor	Meredith Engebretson Jill Flemming Taylor Yost	Question/Discussion
Zones of Regulation #1: Creating Wall Posters	ASCA: M1, B-SMS 2, B-SMS 7, B-SS 9	"The Way I Feel" by Janan Cain Zones Poster; Feeling images, worksheet.	Trimester 1	249 Second Grade Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion, Wall Poster
Zones of Regulation #6: Me in My Zones, Blue and Green	ASCA: M1	The Zones of Regulation Curriculum	Trimester 1	249 Second Grade Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion, Worksheet
Zones of Regulation #6: Me	ASCA: M1	The Zones of Regulation	Trimester 1	249 Second Grade	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion,

in My Zones, Yellow and Red		Curriculum		Students				Worksheet
Zones of Regulation #10: Sensory Tools	ASCA: M1, B-SMS 7	The Zones of Regulation Curriculum	Trimester 1	249 Second Grade Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion
Zones of Regulation #13 The Toolbox	ASCA: M1, B-SMS 7	The Zones of Regulation Curriculum	Trimester 1	249 Second Grade 275 Third Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion
Zones of Regulation #12: Exploring Tools: Thinkin Strategies (size of the problem)	ASCA: B-LS 1 B-SMS 7	The Zones of Regulation Curriculum	Trimester 1	257 First Grade Students	Bainbridge Elem East High Elem	School Counselor	Meredith Engebretson Jill Flemming Taylor Yost	Question/Discussion, Worksheet
Zones of Regulation #14: When to Use Yellow Zone Tools	ASCA: M1, B-SMS 7	The Zones of Regulation Curriculum	Trimester 2	249 Second Grade Students	Bainbridge Elem East High Elem	School Counselor	Meredith Engebretson Jill Flemming Taylor Yost	Question/Discussion
Personal Safety	ASCA: B-SS 1 B-SS 3 B-SS 8 B-SMS 9	YWCA instructor led,	Trimester 3	249 Second Grade Students	Bainbridge Elem East High Elem	School Counselor	Meredith Engebretson Jill Flemming Taylor Yost	Discussion/ Questioning, worksheet
Skills & Abilities	ASCA: B-LS 7 CEW: C:A1.1, 13.1.3.B, 13.1.3.C, 13.1.3.D	NED Video: Molly Moon	Trimester 3	249 Second Grade Students	Bainbridge Elem East High Elem	School Counselor	Meredith Engebretson Jill Flemming Taylor Yost	Discussion/ Questioning, worksheet/craft
Skills & Abilities	ASCA: B-LS 7 CEW: C:A1.1, 13.1.3.B, 13.1.3.C, 13.1.3.D	"When I Grow Up", Career Toolbox Game, Worksheet, Career Alphabet cards.	Trimester 3	249 Second Grade Students	Bainbridge Elem East High Elem	CUBS Teacher	Missy Tyson	Question/Discussion

Grade 3 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Xello career lessons	ASCA: M4 CEW: A1.1, 13.1.3.B, 13.1.3.C, 13.1.3.D	Xello Career Education Program, Computers	Ongoing in grade 3	275 Third Grade Students	Bear Creek School	School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Completion of Xello missions
Introduction to Counseling and coping resources: Schoology, Xello, building supports. Needs assessment	ASCA: M1, M3, B-LS 5, M-SMS 3, B-SS 8 CEW: 13.2.5A	Chromebooks, Schoology, Student needs assessment, Xello career software	Trimester 1	275 Third Grade Students	Bear Creek School	School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Needs assessment
Coping workshop: Identify a coping skill. Practice breathing, affirmation, personal de-escalation	ASCA: M1, M3, M5, B-SMS 2, B-SMS 6, B-SMS 7, B-SMS 9 CEW: 13.2.5 A 13.2.5 E 13.3.5 F 13.3.5 G	Chromebooks, Schoology, Lesson worksheet/ Assessment	Trimester 1	275 Third Grade Students	Bear Creek School	School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Formative assessment in Schoology
Listening Workshop: Following directions, identifying meaningful cues	ASCA: M1, M5, B-LS 9, B-SS 1, B-SS 6 B-SS 9		Trimester 2	275 Third Grade Students	Bear Creek School	School Counselors	Kara Baxter Jason Bingaman Tamara Miller	

	CEW: 13.1.3 A 13.2.3 A 13.3.3 C							
Feelings Lesson: Introduction to Zones of Regulation	ASCA: M1 M5 M6 B-SMS 2 B-SMS 6 B-SMS 7 B-SMS 10 CEW: 13.1.3 B 13.2.3 A 13.3.3 A 13.3.3 B	Chromebooks, Schoology, Lesson worksheet/ Assessment	Trimester 2	275 Third Grade Students	Bear Creek School	School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Formative assessment in Schoology

Grade 4 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start & End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Introduction to Counseling and coping resources: Schoology, Xello, building supports. Needs assessment.	ASCA: M1 M3 B-LS 5 B-SMS 3 B-SS 8 CEW: 13.2.5 A 13.2.5 B	Chromebooks, Schoology, Student needs assessment, Xello career software	Trimester 1	All 4th Grade Students	Gymnasium or Designated classroom	Intermediate School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Needs assessment
Social Problem Solving: Analyze various perspectives	ASCA: M1 M3	Chromebooks, Schoology, Lesson	Trimester 1	All 4th Grade Students	Gymnasium or	Intermediate School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Formative assessment in Schoology

on a situation and cooperative strategies	B-LS 1 B-LS 2 B-LS 9 B-SS 2 B-SS 5 B-SS 7 B-SS 9 CEW: 13.2.5 A 13.2.5 E 13.3.5 B 13.3.5 C	Worksheet/ Assessment			Designated classroom			
Friendship workshop: Identify aspects of friendship and barriers to acting friendly	ASCA: M1 M3 B-LS 9 B-SMS 1 B-SMS 10 B-SS 2 B-SS 5 B-SS 9 CEW: 13.2.5 A 13.2.5 E 13.3.5 B 13.3.5 C	Chromebooks, Schoolology, Lesson Worksheet/ Assessment	Trimester 2	All 4th Grade Students	Gymnasium or Designated classroom	Intermediate School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Formative assessment in Schoolology
Study Skills Workshop: Identify positive habits and barriers to learning.	ASCA: M2 M5 M6 B-LS 1 B-LS 3 B-LS 4 B-SMS 1 B-SMS 6 B-SMS 8 CEW: 13.2.5 A 13.2.5 E 13.3.5 E	Chromebooks, Schoolology, Lesson Worksheet/ Assessment	Trimester 2	All 4th Grade Students	Gymnasium or Designated classroom	Intermediate School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Formative assessment in Schoolology
JA Build a Business	ASCA: M4 M5 B-LS 1	JA Curriculum, Chromebooks, Schoolology	Trimester 3	All 4th Grade Students	ELA Classrooms	JA Teachers, ELA Teachers, School Counselors	Lori Carrasco, Kara Baxter Jason Bingaman Tamara Miller	Reflection in Schoolology

	B-LS 5 CEW: 13.3.5 B 13.3.5 C 13.4.5 B 13.4.5 C							
JA Business	ASCA: M4 M5 B-LS 1 B-LS 5 CEW: 13.3.5 B 13.3.5 C 13.4.5 B 13.4.5 C	JA Curriculum, Chromebooks, Schoology	Trimester 3	All 4th Grade Students	ELA Classrooms	JA TEachers, ELA Teachers, School Counselors	Lori Carrasco, Kara Baxter Jason Bingaman Tamara Miller	Reflection in Schoology
JA Skills and Entrepreneurship	ASCA: M4 M5 B-LS 1 B-LS 5 CEW: 13.3.5 B 13.3.5 C 13.4.5 B 13.4.5 C	JA Curriculum, Chromebooks, Schoology	Trimester 3	All 4th Grade Students	ELA Classrooms	JA TEachers, ELA Teachers, School Counselors	Lori Carrasco, Kara Baxter Jason Bingaman Tamara Miller	Reflection in Schoology

Grade 5 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors	Curriculum & Materials	Start & End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
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	or CEW Standard							
Introduction to Counseling and coping resources: Schoology, Xello, building supports,. Needs assessment.	ASCA: M1 M3 B-LS 5 B-SMS 3 B-SS 8 CEW: 13.2.5 A	Chromebooks, Schoology, Student needs assessment, Xello career software	Trimester 1	All 5th Grade Students	Gymnasium or Designated classroom	Intermediate School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Needs assessment
Private Victory Workshop: Specific Focus on First three LIM habits to address study and organizational skills	ASCA: M1 M5 B-LS 9 B-SMS 10 B-SS 1 B-SS 2 B-SS 3 B-SS 4 B-SS 9 CEW: 13.2.5 A 13.2.5 E 13.3.5 B 13.3.5 C	Chromebooks, Schoology, Lesson Worksheet/ Assessment	Trimester 1	All 5th Grade Students	Gymnasium or Designated classroom	Intermediate School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Formative assessment in Schoology
Body Language and Communication workshop	ASCA: M1 M5 B-LS 6 B-SMS 2 B-SMS 10 B-SS 2 B-SS 3 B-SS 9 CEW: 13.2.5 A 13.2.5 E 13.3.5 C	Chromebooks, Schoology, Lesson Worksheet/ Assessment	Trimester 2	All 5th Grade Students	Gymnasium or Designated classroom	Intermediate School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Formative assessment in Schoology
Exploring Differences: Strength in self and others	ASCA: M3 M6 B-LS 9 B-SMS 9 B-SS 1	Chromebooks, Schoology, Lesson Worksheet/ Assessment	Trimester 2	All 5th Grade Students	Gymnasium or Designated classroom	Intermediate School Counselors	Kara Baxter Jason Bingaman Tamara Miller	Formative assessment in Schoology

	B-SS 2 B-SS 3 B-SS 5 B-SS 7 B-SS 9 CEW: 13.2.5 A 13.2.5 E 13.3.5 B 13.3.5 B							
JA Biztown Interviews	ASCA: M2, M4, M5, M6 CEW: 13.1.5 A,B,E,F, H 13.2.5 A, E 13.3.5 A, B, C, G	Student produced resume, interview questions	Trimester 3	All 5th Grade Students	Bear Creek Cafeteria	5th Grade ELA teachers, interview volunteers	Albert Perry Kara Baxter Jason Bingaman Tamara Miller	Post Interview assessment sheet
JA Biztown Visit	ASCA: M2, M4, M5, M6 CEW: 13.3.5 A, B, C, E, G	JA Biztown Curriculum	Trimester 3	All 5th Grade students	JA Biztown	5th Grade ELA teachers, Biztown Staff	Albert Perry Kara Baxter Jason Bingaman Tamara Miller	Assessment/ reflection

Grade 6 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start & End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Welcome to Middle School/Meet Your Counselor	ASCA: M2 M3	Smart Board, Google Slides	May	All Incoming 6th Grade Students	Bear Creek Classrooms	Future 6th Grade School Counselor	Meghan Cunningham (Current 8th Grade Counselor to	I Statement- Writing Activity I can describe what is different

	B-LS 7 B-LS 6 B-SS 3 B-SMS 10 CEW: 13.1.8 F						transition incoming 6th Grade Students)	from Bear Creek to Middle School.
Needs Assessment	ASCA: M1, M3, B-LS 5, B-SMS 3, B-SS 8	Google Form, Schoolology, Chromebooks	August	All 6th Grade Students	Flex or Homerooms	6th Grade School Counselor	Meghan Cunningham	Completed Google Form
How Can My School Counselor Help Me?	ASCA: M2 M3 B-LS 7 B-LS 6 B-SS 3 B-SMS 10 CEW: 13.1.8 F	Google Slides Lesson, Jeopardy Game	Summer (August)	All 6th Grade Students (Orientation)	Designated classroom at Summer Orientation	6th Grade School Counselor	Meghan Cunningham	I Statement- Writing Activity- I know how my school counselor can help me
How to be a Successful 6th Grader	ASCA: M2 M3 B-LS 7 B-LS 6 B-SS 3 B-SMS 10 CEW: 13.1.8 F	Chromebooks, Schoolology, Google Slides, Worksheet,	Quarter 1	All 6th Grade Students	Social Studies Classrooms	6th Grade School Counselor	Meghan Cunningham	Formative assessment in Quizizz
Conflict Resolution/Bullying Prevention	ASCA: M.4 B-SS 2 B-SS 4 B-SS-8 CEW: 13.1.8 F 13.3.8 C	Chromebooks, Schoolology, Lesson Worksheet/ Assessment	Quarter 2	All 6th Grade Students	Science Classrooms	6th Grade School Counselor	Meghan Cunningham	I Statement- Writing Activity- I know how to handle a conflict and a bully.
Healthy Friendships	ASCA:	Chromebooks,	Quarter 3	All 6th Grade	Social Studies	6th Grade	Meghan	I Statement-

	B-SS 2 B-SS 4 B-SS-8 CEW: 13.1.8 F 13.3.8 C	Schoology, Lesson Worksheet/ Assessment		Students	Classrooms	School Counselor	Cunningham	Writing Activity- I know how to make and keep friends.
Zones of Regulation and Stress Management	ASCA: M2 M5 B-LS-4 B-SMS-2 B-SMS-9 B-SS-8	Chromebooks Schoology, Lesson, Worksheet/ Assessment	Quarter 4	All 6th Grade Students	Science Classrooms	6th Grade School Counselor	Meghan Cunningham	I Statement- Writing Activity- I can identify the Zones of Regulation.
Cyber Essentials Course	ASCA: M1 M5 B-SMS-1 B-SMS-9 B-SS-4 B-SS-5 B-SS-9 CEW: 13.1.8 F 13.2.8 E	Course Materials	Ongoing, Once per Quarter	All 6th Grade Students	Cyber Essentials Classroom	Teacher	Kimberly Braught	Passing Grade for the Quarter
6th Grade Life Ready Pathways Course	ASCA: M6 B-LS 7 B-LS-9 B-SMS-1 B-SMS-3 B-SMS-10 CEW: 13.1.8 A-H 13.2.8 A-E 13.3.8 A-G 13.4.8 A-C	Course Materials, Xello	Ongoing, Once per Quarter	All 6th Grade Students	Life Ready Pathways Classroom	Teacher	Jordan Higgins	Xello Lessons, Passing Grade for the Quarter
Junior Achievement YES! Program	ASCA: M4 B-LS 7 CEW: 13.1.8 C 13.1.8 D	JA- Your Economic Success 6th Grade Curriculum	November	All 6th Grade Students	Middle School Classrooms	Pathways Coordinator, MS Counselors, JA Representative	Jordan Higgins (Life Ready Pathways Course)	JA Worksheets Completed in Kami/ Schoology

	13.1.8 E 13.3.8 B 13.3.8 C 13.4.8 B 13.4.8 C							
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Grade 7 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start & End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Needs Assessment	ASCA: M1, M3, B-LS 5, M-SMS 3, B-SS 8	Google Form, Schoology, Chromebooks	August	All 7th Grade Students	Flex or Homerooms	7th School Counselor	Greg Bechtold	Completed Google Form
First Week Counselor Lesson	ASCA: M2 M3 B-LS 7 B-LS 6 B-SS 3 B-SMS 10 CEW: 13.1.8 F	Google Slides Lesson,	First week of school	All 7th Grade Students	Designated classrooms	7th Grade School Counselor	Greg Bechtold	I Statement-Writing Activity- I know how my school counselor can help me
How to be a Successful 7th Grade Student: Time Management and Organization	ASCA: M2 M5 B-LS 3 B-SMS 1 CEW: 13.3.8 E	Chromebooks, Lesson Plan, Handouts	October Q1	All 7th Grade Students	Middle School Classrooms	Middle School Counselors	Greg Bechtold	Formative assessment in Quizizz
Healthy Friendships & Conflict/Resolution	ASCA: M2 B-SS 1 B-SS 2 B-SS 6	Chromebooks, Lesson Plan, Handouts	January Q2	All 7th Grade Students	Middle School Classrooms	Middle School Counselors	Greg Bechtold	I Statement-Writing Activity- I know how to resolve a conflict with a peer. I know how to make and

	B-SS 9 B-SMS 1 B-SMS 2 B-SMS 7 CEW: 13.2.8 A 13.2.8 E							keep friends.
Zones of Regulation & Emotion Regulation	ASCA: M1 M2 B-SMS 1 B-SMS 2 B-SMS 6 B-SMS 7 B-SS 9 CEW: 13.2.8 E 13.3.8 A	Chromebooks, Lesson Plan, Handouts	March Q3	All 7th Grade Students	Middle School Classrooms	Middle School Counselors	Greg Bechtold	Formative Assessment
Stress Management	ASCA: M4 M5 B-SMS 1 B-SMS 2 B-SMS 6 B-SMS 7 B-SS 9 CEW: 13.2.8 E 13.3.8 A	Chromebooks, Lesson Plan, Handouts	May Q4	All 7th Grade Students	Middle School Classrooms	Middle School Counselors	Greg Bechtold	I Statement-Writing Activity- I know healthy coping skills to manage my stress.
Junior Achievement YES! Program	ASCA: M4 B-LS 7 CEW: 13.1.8 A 13.1.8 B 13.1.8 C 13.1.8 D	JA- Your Economic Success Curriculum	November	All 7th Grade Students	Middle School Classrooms	Pathways Coordinator, MS Counselors, JA Representative	Jordan Higgins (Life Ready Pathways Course)	JA Worksheets Completed in Kami/ Schoology

	13.1.8 G							
7th Grade Life Ready Pathways Course	ASCA: M6 B-LS 7 B-LS-9 B-SMS-1 B-SMS-3 B-SMS-10 CEW: 13.1.8 A-H 13.2.8 A-E 13.3.8 A-G 13.4.8 A-C	Course Materials, Xello	Ongoing, Once per Quarter	All 7th Grade Students	Life Ready Pathways Classroom	Teacher	Jordan Higgins	Xello Lessons, Passing Grade for the Quarter

Grade 8 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start & End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Junior Achievement YES! Program	ASCA: M4 B-LS 7 CEW: 13.2.8 A 13.2.8 C 13.3.8 C 13.3.8 D	JA- Your Economic Success Curriculum	November	All 8th Grade Students	Middle School Classrooms	Pathways Coordinator, MS Counselors, JA Representative	Jordan Higgins (Life Ready Pathways Course)	JA Worksheets Completed in Kami/ Schoology
9th Grade Course Selection	ASCA: M.6 B-LS 8 B-SMS 8 CEW: 13.1.8 H	Chromebooks, Lesson Plan, Handouts	January/ February	All 8th Grade Students	Middle School Classrooms, Auditorium, Zoom	Middle School and High School Counselors	Michele Updegraff HS Counselors	Course Selection Form
Personal Goal Setting	ASCA: M5 M6	Chromebooks, Lesson Plan, Handouts	October Q1	All 8th Grade Students	Middle School Classrooms	8th Grade School Counselor	Michele Updegraff	Formative Assessment

	B-SMS 1 B-SMS 4 B-SMS 5 B-LS 4 B-LS 7 B-SS 3 CEW: 13.1.8 B 13.1.8 F							
Self-Discipline, Self-Control, and Perseverance (Zones of Regulation/Know the 5 Signs)	ASCA: M2 M5 M6 B-SMS 2 B-SMS 5 B-SMS 10 CEW: 13.1.8 A 13.1.8 B	Chromebooks, Lesson Plan, Handouts	January Q2	All 8th Grade Students	Middle School Classrooms	8th Grade School Counselor	Michele Updegraff	Formative Assessment
Empathy: Cultural Awareness, Sensitivity, and Responsiveness	ASCA: M2 B-SS 2 B-SS 4 B-SS 8 B-SS 10 CEW: 13.2.8 E	Chromebooks, Lesson Plan, Handouts	March Q3	All 8th Grade Students	Middle School Classrooms	8th Grade School Counselor	Michele Updegraff	Formative Assessment
8th Grade Life Ready Pathways Course	ASCA: M6 B-LS 7 B-LS-9 B-SMS-1 B-SMS-3 B-SMS-10 CEW: 13.1.8 A-H 13.2.8 A-E 13.3.8 A-G 13.4.8 A-C	Course Materials	Ongoing, Once per Quarter	All 8th Grade Students	Life Ready Pathways Classroom	Teacher	Jordan Higgins	Xello Lessons, Passing Grade for the Course

Grade 9 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start & End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
The Four Year Plan	CEW: 13.1.8 D, 13.1.8.F, 13.1.8.G, 13.1.8.H ASCA: M4, M5, B-LS1, B-LS5 B-LS7, B-LS8, B-SMS1 B-SMS5	Google Slides Pear Deck Add-on Schoology Chrome Books Worksheets or link for Webquest Xello	December and January	All 9th Grade Students	Health classrooms	High School Counselors and Pathways Coordinator	Amy Robinson Alisa Gunn David Gibbs Kelly Gillette Kenneth Burke Lacie Meyer	9th Grade Lesson Reflection in Schoology Xello Lesson Completion
Jr. Achievement STEM	CEW 13.1.11 A, B 13.3.11 B,C ASCA: M4, M5, B-LS1, B-LS7, B-LS9 B-LS10	JA STEM Curriculum	March	All 9th Grade Students	Online - Xello	High School Counselors, Administrator and Pathways Coordinator	Amy Robinson Alisa Gunn David Gibbs Kelly Gillette Kenneth Burke Lacie Meyer Eric Beiler	Schoology/Xello
Life Ready Portfolio	CEW 13.1, 13.2, 13.3 ASCA M2, M4, M5, M6, B-LS1, B-LS2, B-LS4, B-LS5, B-LS6, B-LS7, B-SMS5, B-SS1, B-SS3	Xello	Ongoing	All 9th Grade Students	Life Ready Group Locations	High School Counselors, Administrators and Pathways Coordinator	Jason D'Amico Amy Robinson Alisa Gunn David Gibbs Kelly Gillette Kenneth Burke Lacie Meyer Life Ready Group Advisors Annika Dalemar	Xello
CTC Introduction	CEW 13.1.11 A, B, E, F, H 13.3.11 A, F, G ASCA M2, M3, M4,	CTC Counselors	October	All 9th Grade Students	HS Auditorium	HS Counselors, CTC Counselors	Amy Robinson	Daily Attendance

	M5, M6, B-LS1, B-LS2, B-LS4, B-LS7, B-LS8, B-LS10, B-SMS5, B-SS1, B-SS2, B-SS3							
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Grade 10 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start & End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Understanding Your Transcript and Intro to Xello	CEW: 13.1.11 B, C, D,F ASCA: M2, M3, M4, M5 B-LS1, B-LS3, B-LS4, B-LS5, B-LS7, B-LS8, B-LS9, B-LS10, B-SMS1, B-SMS2, B-SMS4, B-SMS5, B-SMS8, B-SS3, B-SS5, B-SS8	Schoology, Powerpoint, Xello	December & February	All 10th Grade Students	Career & Finance Classroom	High School Counselors and Pathways Coordinator	Amy Robinson, Alisa Gunn, David Gibbs, Kelly Gillette, Kenneth Burke Lacie Meyer	Schoology Lesson Reflection, Xello Lesson Completion
Job Shadow	CEW 13.1.11 A, B, D, E, F, G, H 13.2.11 B, C, D 13.3.11 A, F 13.4.11 A, B ASCA M2, M4, M5 B-LS1, B-LS7, B-LS9, B-SS1, B-SS3, B-SS8	Permission Slip	Year-round	All 10th Grade Students	Community	Career & Finance teachers, Pathways Coordinator	Kenneth Burke Lacie Meyer	Life Ready Portfolio; Schoology, Xello Lesson on Interview Skills

Mock Interview	CEW 13.2.11 A, C ASCA: M2 M4 M5 M6 B-LS1, B-LS6, B-LS7, B-LS10, B-SMS1, B-SMS2, B-SMS3, B-SMS5, B-SMS7, B-SMS8, B-SS1, B-SS3, B-SS5, B-SS6, B-SS7, B-SS8, B-SS9	Community Stakeholders	October February	All 10th Grade Students	Cafeteria	Career & Finance teachers, Pathways Coordinator	Kenneth Burke Lacie Meyer Annika Dalemar Career & Finance Teachers	Life Ready Portfolio; Schoology, Xello Lesson
Life Ready Portfolio	CEW 13.1.11, 13.2.11, 13.3.11 ASCA M2, M4, M5, M6, B-LS1, B-LS2, B-LS4, B-LS5, B-LS6, B-LS7, B-SMS5, B-SS1, B-SS3	Xello	Ongoing	All 10th Grade Students	Life Ready Group Locations	High School Counselors, Administrators and Pathways Coordinator	Jason D'Amico Amy Robinson Alisa Gunn David Gibbs Kelly Gillette Kenneth Burke Lacie Meyer Life Ready Group Advisors	Xello
PSAT Administration	CEW: 13.1.11B ASCA: M2, M4, M5	PSAT tests	October	10th Grade Students	Cafeteria, Classrooms & Gyms	High School Counselors, Administrators	Jason D'Amico Amy Robinson Alisa Gunn David Gibbs Kelly Gillette	PSAT Test Results
CTC Introduction	CEW 13.1.11 A, B, E, F, H 13.3.11 A, F, G ASCA M2, M3, M4, M5, M6, B-LS1, B-LS2, B-LS4, B-LS7, B-LS8, B-LS10, B-SMS5, B-SS1, B-SS2, B-SS3	CTC Counselors	October	All 10th Grade Students	HS Auditorium	HS Counselors, CTC Counselors	Amy Robinson	Daily Attendance

Grade 11 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start & End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Post Secondary Planning for Juniors	CEW: 13.1.11. F. G. H. ASCA: M2, M4, M5, M6 B-LS1, B-LS3, B-LS4, B-LS5, B-LS7, B-LS8, B-LS9, B-LS10, B-SMS1, B-SMS2, B-SMS3, B-SMS4, B-SMS5, B-SMS8, B-SS1, B-SS3, B-SS5, B-SS8, B-SS9	Power Point; Schoolology, Xello	December & February	11th Grade Students	Health Classrooms	High School Counselors and Pathways Coordinator	Amy Robinson, Alisa Gunn, David Gibbs, Kelly Gillette, Kenneth Burke Lacie Meyer	Schoolology Lesson Reflection
CTC Introduction	CEW 13.1.11 A, B, E, F, H 13.3.11 A, F, G ASCA M2, M3, M4, M5, M6, B-LS1, B-LS2, B-LS4, B-LS7, B-LS8, B-LS10, B-SMS5, B-SS1, B-SS2, B-SS3	CTC Counselors	October	All 11th Grade Students	HS Auditorium	HS Counselors, CTC Counselors	Amy Robinson	Daily Attendance
Life Ready Portfolio	CEW 13.1, 13.2, 13.3 ASCA M2, M4, M5, M6, B-LS1, B-LS2, B-LS4, B-LS5, B-LS6, B-LS7, B-SMS5, B-SS1, B-SS3	Xello	Ongoing	All 9th Grade Students	Life Ready Group Locations	High School Counselors, Administrators and Pathways Coordinators	Jason D'Amico Amy Robinson Alisa Gunn David Gibbs Kelly Gillette Kenneth Burke Lacie Meyer Life Ready Group Advisors	Xello

PSAT & SAT School Day Administrations	CEW: 13.1.11B ASCA: M2, M4, M5	PSAT tests SAT tests	October	11th Grade Students	Cafeteria, Classrooms & Gyms	High School Counselors, Administrators	Jason D'Amico Amy Robinson Alisa Gunn David Gibbs Kelly Gillette	PSAT and SAT Test Results
ASVAB Administration	CEW: 13.1.11B ASCA: M2, M4, M5	ASVAB Tests	November	11th Grade Students	IMC Classroom	Pathways Coordinators NJROTC Instructor	Kenneth Burke Lacie Meyer FCI Wilkinson	

Grade 12 Curriculum Action Plan

Lesson or Program Content	ASCA Mindsets and Behaviors or CEW Standard	Curriculum & Materials	Start & End Dates	# of Students Affected	Location	Stakeholder	Contact Person	Indicator
Beginning of Year Senior Meeting	CEW: 13.1.11 A,D,F,G,H 13.2.11 C,D 13.3.11 G ASCA: M2, M4, M5 B-LS1, B-LS3, B-LS4, B-LS7, B-LS8, B-LS9, B-LS10,BSMS1 B-SMS2, B-SMS3, B-SMS10, B-SS1, B-SS3, B-SS5, B-SS8	Google Slides Xello Projector	September	All 12th Grade Students	Auditorium	High School Counselors	Amy Robinson, Alisa Gunn, David Gibbs, Kelly Gillette	Daily Attendance
Financial Aid & Scholarships	CEW: 13.2.11 C 13.2.11 D, E ASCA: B-LS 1 B-SMS 1 B-SS 1	Google Slides	October/ November	Senior class	Auditorium	High School Counselors	Amy Robinson, Alisa Gunn, David Gibbs, Kelly Gillette,	Daily Attendance
ASVAB Administration	CEW: 13.1.11B ASCA: M2, M4,	ASVAB Tests	November	12th Grade Students	IMC Classroom	Pathways Coordinators	Kenneth Burke Lacie Meyer FC1 Wilkinson	

	M5					NJROTC Instructor		
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Annual Program Goals:

LEVEL: PRIMARY

Year(s) 2023-2024

Smart Format	Academic	Career	Social/Emotional
<p><u>SPECIFIC:</u> What is the specific issue based on your schools' data?</p>	<p>Hispanic and Black/African American students are earning scores of Inconsistent, in the category of <i>Exhibits Self Control</i> on their progress reports, at a higher rate than their white/caucasian peers.</p>	<p>EH - 19 students missed 26 or more days of school resulting in 762 missed days of school.</p> <p>BB - In the 2022-2023 school year, 13 Kindergarten students had 4 or more unexcused and unlawful absences resulting in 73 missed days of school for Kindergarten students.</p>	<p>218 1st and 2nd grade students do not know 3 tools to help them manage their zones.</p>
<p><u>MEASURABLE:</u> How will we measure the effectiveness of our interventions?</p>	<p>23 hispanic/Black/AA students were identified as having an "I" on their progress reports. We will measure the effectiveness of our interventions by looking at the score of "I" or "C" in the category of <i>Exhibits Self Control</i> on student's progress reports in trimester 2.</p>	<p>EH - We will measure the effectiveness of our goal by tracking the number of absences throughout the school year.</p> <p>BB - We will measure the effectiveness of our goal by tracking the number of absences throughout the school year.</p>	<p>We will measure the effectiveness of our goal by tracking students' ability to identify three zones of regulation tools through the bi-annual needs assessment.</p>
<p><u>ATTAINABLE:</u> What outcome would stretch us but is still attainable</p>	<p>Hispanic and Black/African American students will decrease the number of "I"s earned in the category of <i>Exhibits self-control</i> in trimester 2 of the 23-24 school year by 20% from 23 to 18.</p>	<p>EH - Within the 19 students receiving interventions, there will be a 10% improvement in attendance rates. There will be a decrease in missed days from 762 to 685.</p> <p>BB - Within the 13 students receiving interventions, there will be a 20% improvement in attendance rates. There</p>	<p>Within the 218 students who do not know 3 tools, there will be a 50% decrease in their score of no on the needs assessment.</p>

		will be a decrease in missed days from 73 to 58.	
RESULTS: Is the goal reported in results- oriented data (process, perception, and outcome?)			
TIMELINE: When will our goal be accomplished?	The goal will be completed by the end of trimester 2.	The goal will be completed at the end of the 2023-2024 school. year.	This goal will be completed by the end of the 2023-2024 school.year.

LEVEL: INTERMEDIATE

Year(s) 2023-2024

Smart Format	Academic	Career	Social/Emotional
SPECIFIC: What is the specific issue based on your schools' data?	7 students who performed below basic on the 4 th grade MATH PSSA (who previously performed basic on the 3 rd grade MATH PSSA) scored proficient in math on their trimester 3 Report Card. There is a gap between overall ability (as evidenced by MATH trimester 3 report card grade) and test achievement for these students.	18 students missed 25 or more days of school resulting in 629 missed days of school.	From the first 20 days of school, three 4th grade students had a disciplinary incident on 7,9, and 10 of these days. Of the 58 total days attended by these students 35 incidents were reported. Incidents happened on average 60.34% of the days.
MEASURABLE: How will we	We will measure the effectiveness of our goal by tracking these 7 students'	We will measure the effectiveness of our goal by tracking the number of	The students' disciplinary records and trends will be measured every four weeks to show individual

measure the effectiveness of our interventions?	PSSA 5th grade MATH scores.	absences throughout the school year.	and collective changes.
ATTAINABLE: What outcome would stretch us but is still attainable	Within the 7 students receiving interventions, there will be a 20% improvement in MATH PSSA scores.	Within the 18 students receiving interventions, there will be a 15% improvement in attendance rates. There will be a decrease in missed days from 629 to 535.	The students will reduce reportable incidences from an average of 60.34% of days attended to 40% of days attended.
RESULTS: Is the goal reported in results- oriented data (process, perception, and outcome?)			
TIMELINE: When will our goal be accomplished?	This goal will be accomplished by September 2024 (scores will be available in the summer of 2024).	The goal will be accomplished by the end of the 2023-2024 school year.	The goal will be accomplished by the end of the 2023-2024 school year.

LEVEL: MIDDLE SCHOOL

Year(s) 2023-2024

Smart Format	Academic	Career	Social/Emotional
SPECIFIC: What is the specific issue based on your schools' data?	6th Grade: Through November 3, 2023 (Q1), n students were failing 1 or more core subjects for a total of 9 failed classes.	6th Grade: During the 22-23 SY, 12 current 6th grade students have 6 or more illegal absences for a total of 100 absences.	6th Grade: Through November 3, 2023 (Q1) a total of 57 behavior incidents were recorded among 23 students.

	<p>7th Grade: Through November 3, 2023 (Q1), 5 students were failing 1 or more core subjects for a total of 9 failed classes.</p> <p>8th Grade: Through November 3, 2023 (Q1), n students were failing 1 or more core subjects for a total of n failed classes.</p>	<p><u>7th Grade:</u> During the 22-23 SY, 8 current 7th grade students had 10 or more illegal absences for a total of 207 absences.</p> <p><u>8th Grade:</u> During the 22-23 SY, 18 current 8th grade students on free/reduced lunch had 10 or more illegal absences. For a total of 280 absences</p> <p><i>CEW: 13.3.8 A. Determine attitudes and work habits that support career retention and advancement.</i></p>	<p>7th Grade: Through November 3, 2023 (Q1) a total of 49 behavior incidents were recorded among 24 students.</p> <p>8th Grade: Through November 3, 2023 (Q1) a total of 164 behavior incidents were recorded among 48 students.</p>
<p>MEASURABLE: How will we measure the effectiveness of our interventions?</p>	<p>We will measure the effectiveness by tracking the total number of failed courses for our identified students.</p>	<p>Attendance reports for absences will be used.</p>	<p>We will measure the effectiveness by tracking the total number of cumulative behavior infractions for our identified students.</p>
<p>ATTAINABLE: What outcome would stretch us but is still attainable</p>	<p>By the end of Q3, students with failing grades during Q1 will decrease the total number of core classes failed by 50%.</p>	<p>Students with 10 or more illegal absences from the previous school year will decrease their cumulative absences for this school year by 40%.</p>	<p>Students with documented behavior incidents at the end of Q1 will have 50% fewer cumulative behavior infractions compared to Quarter 2.</p>
<p>RESULTS: Is the goal reported in results- oriented data (process,</p>			

perception, and outcome?)			
TIMELINE: When will our goal be accomplished?	March 27, 2024 (end of Q3)	June 5, 2024 (end of year)	January 19, 2024 (end of Q2)

LEVEL: HIGH SCHOOL

Year(s) 2023-24

Smart Format	Academic	Career	Social/Emotional
SPECIFIC: What is the specific issue based on your schools' data?	By the end of the 23-24 school year, students who failed one or more quarters of 8th grade math will decrease their number of F's by 50%.	By the end of semester 1, 75% of students who failed 3 or more classes during the 22-23 school year will pass two or more classes.	By the end of the 23-24 school year, 75% of students who participated in the Jump Start program will be connected to school by participating in at least one club or school activity.
MEASURABLE: How will we measure the effectiveness of our interventions?	We will measure the effectiveness of our interventions by counting the number of F's each quarter for our identified students.	We will measure the effectiveness of our interventions by increasing the number of courses passed by our identified students.	We will measure the effectiveness of our interventions by ensuring that 75% of our Jump Start students have joined a club.
ATTAINABLE: What outcome would stretch us but is still attainable	We believe that decreasing F's by 50% is a stretch.	We believe that increasing courses passed for 75% of students who failed 3 or more classes last year is a stretch.	We believe that 85% is a stretch, which we might attain, but we want to strive for 75% of students in Jump Start will join a club or school activity.
RESULTS: Is the goal reported in			

results- oriented data (process, perception, and outcome?)			
TIMELINE: When will our goal be accomplished?	By the end of the 23-24 school year	By the end of semester 1 in the 23-24 school year.	By the end of the 23-24 school year

Individualized Academic & Career Plan Process and Portfolio

Section One: Career Development Intervention Chart: Tier One Interventions

Grade	CEW 13.1: Career Awareness	CEW 13.2: Career Acquisition	CEW 13.3: Career Retention	CEW 13.4: Entrepreneurship
K	Whose Vehicle Lesson			
1	Interests & Careers Lesson			
2	Skills & Abilities Lesson			
3	Post Secondary Options Lesson, Xello Mission: Interests, Xello Mission: Subjects			
4	Xello Setting Goals	Xello Mission: Skills		
5	Xello Mission: Facing Big Challenges JA Biztown	JA Biztown Resume and Interviews	Xello Mission: Learning & Future Success	Xello: Boss Bio In-Class Activity
6	-Middle School Transition Lesson -Life Ready Pathways Course 6 -Junior Achievement YES! Program - Relationships, Friendships, and Dealing with Conflict -Xello: Learning Styles -Xello: Personality Style	-Life Ready Pathways Course 6 - Xello: Interest Lesson	-Life Ready Pathways Course 6 -Junior Achievement YES! Program - Relationships, Friendships, and Dealing with Conflict Lesson - Xello: Decision Making	-Life Ready Pathways Course 6 -Junior Achievement YES! Program
7	-Life Ready Pathways Course 7 - Junior Achievement YES! Program -Middle School Transition Lesson	-Life Ready Pathways Course 7 -Xello: School Subjects at Work	-Life Ready Pathways Course 7 -Time Management and Organization Lesson	-Life Ready Pathways Course 7

	-Bias and Non-Traditional Career Choices -Protecting Yourself Online -Xello: Biases & Career Choices -Xello: Discover Learning Pathways -Xello: Jobs and Employer		-Bias and Non-Traditional Career Choices -Xello: Time Management	
8	- Digital Safety Presentation - 9th Grade Course Selection -Matchmaker, Holland Code, and Career Plan Lesson -Self-Discipline, Self-Control, and Perseverance -Xello: Explore Career Matches Xello: Transition to High School	- Junior Achievement YES! Program -Matchmaker, Holland Code, and Career Plan Lesson - Xello: Skills	- Junior Achievement YES! Program -Xello: Skills	
9	Career/College Panel & Life Ready Portfolio Introduction 4-Year Plan Lesson Jr. Achievement STEM Xello: Exploring Career Factors, Course Planner, Course Selection	Xello: Getting Experience Lesson Xello: Study Skills & Habits	Jr. Achievement STEM	Jr. Achievement STEM, Xello - Course Planner, Course Selection
10	Life Ready Portfolio, Understanding your Transcript Lesson Xello: Work Values Lesson	Mock Interviews Job Shadowing Career Finance course for all students Xello: Career And Lifestyle Costs Lesson	Job Shadowing Xello: Career And Lifestyle Costs Lesson Xello: Workplace Skills and Attitudes Lesson	Job Shadowing, Xello: Career And Lifestyle Costs Lesson, Course Planner, Course Selection
11	CTC Presentation Post-secondary Plan Lesson Career Fair Pathways Day Panel Discussion	Career Fair Xello: Choosing a College & Resume lessons	CTC Presentation, Career Internships, Xello: Work/Life Balance	Xello: Entrepreneurial Skills, Course Planner, Course Selection, & Resume lessons

	Xello: Career Backup Plans Lesson			
12	Beginning of Year Senior Lesson College Application Process	Beginning of Year Senior Lesson - College Application Process and Senior Financial Aid & Scholarships Presentation Dual Enrollment Early Enrollment	Career Internships Work Experience Apprenticeships CTC Beginning of Year Meeting Early Enrollment	Career Internships, Early Enrollment, Dual Enrollment, Service Learning, Work Experience

Section Two: Academic and Career Plan Process

1. Demographics	Process Description
<ul style="list-style-type: none"> • What grade will the Plan and Portfolio Start? 	Grade 3
<ul style="list-style-type: none"> • Will the plan/portfolio be electronic, hard copy or both? 	Electronic through Xello.
<ul style="list-style-type: none"> • Who will be responsible for maintaining the portfolio? 	Portfolio indicators will be identified through Xello lessons in grades 3-11. Counselors and teachers will encourage lesson completion during designation curriculum times. Completion status will be determined at the end of the junior year and will be required for senior off campus privileges and graduation
<ul style="list-style-type: none"> • What demographic information will be included in the student portfolio? 	About Me page of Xello including Learning Style, Personality Style, Skills, Interests, Family Roots, Resume
2. Interventions, Assessments & Decisions	Process Description by Grade based on when the plan starts. What the students can know and do at each grade level and in each strand of the Career Education and Work Standards.
Grade 6	Electronic through Xello
Grade 7	Electronic through Xello
Grade 8	Finalize Career Plan in Xello

Grade 9	Life Ready Days - Xello lessons, Life Ready Portfolio
Grade 10	Life Ready Days - Xello lessons, Life Ready Portfolio
Grade 11	Life Ready Days - Xello lessons including completing a resume
Grade 12	Life Ready Days - Xello lessons

3. Parental & Guardian Engagement	What strategies will be used to inform parents/guardians to engage them in the Academic/Career Plan and Portfolio process for their children?
Level of Parent & Guardians	Awareness and Engagement Strategies
Elementary Parents & Guardians	District Website, Xello
Middle School Parents & Guardians	Schoology, 8th Grade Parent Night for 9th Grade Course Selection, District Website, Monthly School Newsletter, Back to School Night, 7th Grade Summer Orientation, Field Trip Permission Slips for CTC, Social Media Updates, Xello
High School Parents & Guardians	Schoology, Weekly Bear Bulletin from Principal, District Website, Xello, Counselor Corner

4. Faculty/Administrator Engagement:	What strategy will be used to inform teachers/administrators in the process of development, maintenance and presentation of the plan and portfolio in elementary, middle and high school?
Level of Educators & Administrators	Awareness and Engagement Strategies
Elementary	Xello, District Website, Collaboration with counselors for artifact completion
Middle School/Junior High	Weekly Email from Principal, Schoology Folder, Professional Development, Xello
High School	Weekly Bear Bulletin from Principal, High School Information Schoology Folder, Xello, School-Wide Emails

5. Plan/Portfolio Sustainability and Review	What strategies will be developed to assist students with updating and sustaining the plan/process?
<ul style="list-style-type: none"> How will the plan and portfolio be revisited each year while in middle school and high school? 	<p>Bear Creek - Students will complete career evidence through Xello. Middle School - Students will complete career evidence through Xello. High School - Designated Life Ready Days each year; Students will complete career evidence through Xello</p>
<ul style="list-style-type: none"> What process will be used for the student to present the information on their plan at various times (i.e. Exit Interview or other events)? 	<p>High School - Work on Life Ready Portfolio during Life Ready Days, Presentation of the Life-Ready Portfolio in 12th Grade</p>

Section Three: Student Academic and Career Portfolio Image

Grade	Lesson Title	Minutes	Reqs.	CEW STANDARD
3	Mission: Interests	20-30	3 Interests	13.1.5
3	New Mission: School Subjects	30-40	Rank school subjects	13.1.5
4	Mission: Skills	20-30	3 Skills	13.2.5
4	New Mission: Goal Setting	30-40	Add 1 goal	13.1.5
5	Mission: Learning & Future Success	20-30	3 Careers	13.3.5
5	New Mission: Facing Big Challenges	30-40	Add 1 achievement	13.1.5
6	Learning Style	30-40	Learning Style Quiz, 3 Careers	13.1.12
6	Decision Making	20-30		13.3.8
6	Personality Style	30-40	Personality Assessment, 3 Careers	13.1.12
6	Interest	20-30	5 Interests, 3 Careers	13.2.8
7	Biases & Career Choices	20-30		13.1.8
7	Discover Learning Pathways	30-40	3 Careers	13.1.8
7	Time Management	20-30	3 Careers	13.3.8
7	Jobs and Employers	20-30	3 Careers	13.1.8

7	School Subjects at Work	20-30	3 Careers	13.2.8
8	Skills	30-40	3 Careers	13.2.8, 13.3.8
8	Explore Career Matches	30-40	Matchmaker, 3 Careers	13.1.8
8	Transition to High School	20-30	5 Interests	13.1.8
8	Self-Advocacy	20-30		
9	Exploring Career Factors	30-40	3 Careers	13.1.11
9	Getting Experience	20-30	3 Careers 3 Experiences	13.1.8, 13.2.8
9	Study Skills & Habits	30-40		13.2.8
10	Workplace Skills & Attitudes	20-30	3 Careers	13.2.8, 13.3.11
10	Careers & Lifestyle Costs	40-50	3 Careers	13.3.8, 13.3.11
10	Work Values	30-40	3 Careers	13.1.11
11	Entrepreneurial Skills	20-30	3 Careers	13.4.11
11	Work Life Balance	30-40	3 Careers	
11	Choosing a College	40-50	3 Schools	13.1.12
11	Resume	30-40	Completed Resume	13.2.11

C. Stakeholder Engagement Items of the Plan 10-11

Stakeholder Engagement:

STUDENTS	How Students benefit from the K-12 Guidance Program	How Students assist with the delivery of the K-12 Guidance Program
	<p>Students will benefit from the school counseling program by receiving support in the areas of academic, career and social/emotional development. Students will receive academic support by way of study skills instruction. Students will receive career development lessons and experiences through <i>Junior Achievement</i> and participation in <i>JA Biztown</i>, <i>JA YES!</i>, and <i>JA STEM SUMMIT</i>. In preparation for <i>JA Biztown</i> students participate in mock interviews. Students will also participate in a mock interview as a course requirement and participate in a Career Exploration Activity. The Students will utilize <i>Xello</i> to identify interests and skills, as well as explore careers that align to them. Finally, students will benefit from learning social emotional skills through counseling lessons and <i>Leader in Me</i> lessons and practice. These career-ready skills will better enable them to collaborate and work with others in the 21st century workplace. Students will learn skills to control personal emotions, empathize, and communicate.</p>	<p>Students help to deliver the school counseling program by providing data and feedback to the counseling department about their needs. Students also assist in the program delivery by providing peer assistance through mentoring and classroom instruction. Students will serve as part of the advisory council.</p>

EDUCATORS	How Educators benefit from the K-12 Guidance Program	How Educators assist with the delivery of the K-12 Guidance Program
	Educators will benefit from the school counseling program by working in a collaborative effort to address student needs from a team approach. When barriers to learning are addressed, students are able to be more successful within the academic environment. Teaming is also beneficial in supporting a positive school climate and classroom management skills. Educators will serve as part of the advisory council.	Educators will help in the delivery of the program in multiple ways. District office staff will ensure that school counselors will have the necessary time for targeted professional development in the area of school counseling. Principals will support and encourage school counseling activities in their buildings. These activities will be focused on the three school counseling domains. Teachers will address school counseling and career and education work standards that are identified to be taught in their respective courses. Educators will serve as part of the advisory council.

Develop the Action Planning Chart to Engage the Stakeholders to Support the K-12 Guidance Plan for all Students

STAKEHOLDER: EDUCATOR

“Big Idea”	CEW Standard	Grade Level	Activities Interventions	Data	Timeline
Educate professional staff about 339 Program	13.1-13.4	K-12	Advisory Committee Meeting	Participation	Annually: Fall/Spring meeting
			K-12 Presentation to Administration	Participation	Annually: Fall/Spring Meeting

			339 Presentation to School Board	Participation	Annually: Fall/Spring Meeting
Educate professional staff about post secondary options	13.1-13.4	K-12	Faculty Meetings	Participation	Once per quarter
			Inservice Speakers	Number of Speakers	Ongoing
Create awareness of vocation/ technical careers	13.1-13.4	K-12	WIB Industry Tours	Participation	Throughout the year
			LCCTC Presentation	Participation	Once Per Year
			Classroom Speakers	Number of Speakers	Ongoing

PARENTS	How Parents/Guardians benefit from the K-12 Guidance Program	How Parents/Guardians assist with the delivery of the K-12 Guidance Program
	Parents/Guardians benefit from the school counseling program by regularly receiving information about school counseling program activities. This information will assist parents in remaining informed about critical skills their children are learning in reference to career exploration and postsecondary preparation.	Parents/Guardians assist in the school counseling program by keeping two-way communication open between home and the school counselor. Parents/Guardians also assist by supporting and encouraging their child at home to meet their academic, interpersonal and career goals. Parents/Guardians will serve as part of the advisory council.

Develop the Action Planning Chart to Engage the Stakeholders to Support the K-12 Guidance Plan for all Students

STAKEHOLDER: PARENTS

"Big Idea"	CEW Standard	Grade Level	Activities Interventions	Data	Timeline
8th grade scheduling and new enrollment night	13.1-1 3.4	8	Educating parents about coursework, career planning and post secondary options	Participation	January
Educate parent/guardian about 339 Program	13.1-1 3.4	K-12	Advisory Committee Meeting	Participation	Twice per year

Invite and encourage parent/guardian participation in career development	13.1-1 3.4	K-12	JA Program Volunteers	Participation	Ongoing
			Mock Interview	Participation	Oct/Feb
			Career Fairs/Classroom speakers	Participation	Ongoing

BUSINESS & COMMUNITY	How Business/Community partners benefit from the K-12 Guidance Program	How Business/Community partners assist with the delivery of the K-12 Guidance Program
	The community/business will benefit from the school counseling program by utilizing opportunities to participate through mentoring, career shadowing, mock interviews, career fairs, and student internships. These opportunities allow for developing connections between local business, families, and students.	The community/business will support the school counseling program by recognizing positive student accomplishments. The community/business can also support the school counseling program by providing career exploration via job shadowing, internship opportunities, and by serving on the advisory council.

Develop the Action Planning Chart to Engage the Stakeholders to Support the K-12 Guidance Plan for all Students

STAKEHOLDER: BUSINESS & COMMUNITY

"Big Idea"	CEW Standard	Grade Level	Activities Interventions	Data	Timeline
Educate community/business about 339 Program	13.1-13.4	K-12	Advisory Committee Meeting	Participation	twice/year

Educate community/business regarding Cooperative Education programs and encourage partnerships	13.1-13.4	9-12	Rotary Club/Chamber of Commerce Presentations	Number of presentation & attendees	Once every other year
Educate community/business regarding Cooperative Education programs and encourage partnerships	13.1-13.4	9-12	Rotary Club/ Chamber of Commerce Newsletter Posts	Number of recipients	Twice per year
Educate community/business regarding Cooperative Education programs and encourage partnerships	13.1-13.4	9-12	Posts on district website and social media outlets	Number of views	Quarterly
Educate community/business regarding Career Shadowing and career speaker opportunities and encourage partnerships	13.1-13.4	K-12	Rotary Club /Chamber of Commerce Presentations	Number of participants	Once every other year

			Rotary/Chamber of Commerce Newsletter Posts	Number of participants	Twice per year
			Posts on district website and social media outlets	Number of "views"	Quarterly

POST SECONDARY	How Postsecondary partners benefit from the K-12 Guidance Program	How postsecondary partners assist with the delivery of the K-12 Guidance Program
	Post-secondary institutions will benefit from the school counseling program by receiving students who are motivated and prepared for post secondary opportunities ranging from advanced educational placements and technical schools to school to work options.	Post-secondary institutions will provide information about their facilities and programs of study. These presentations should include graduation rates and job placement rates. Post-secondary institutions should also provide information for students about financial aid at both the federal and institutional levels. Post-secondary institutions will serve as part of the advisory council.

Develop the Action Planning Chart to Engage the Stakeholders to Support the K-12 Guidance Plan for all Students

STAKEHOLDER: POSTSECONDARY

"Big Idea"	CEW Standard	Grade Level	Activities Interventions	Data	Timeline
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Educate post-secondary partners about 339 Program	13.1-13.4	K-12	Advisory Committee Meeting	participation	Twice per year
Increase Parent/ Professional Staff awareness of post-secondary options	13.1-13.4	K-12	College Fairs	Number of participants	3 times per year
	13.1-13.4	K-12	Web Based Notification Center	Number of "views"	On going submission Quarterly Tracking
Increase student awareness of post-secondary options	13.1-13.4	6-12	Student visits to post secondary institutions	Number of participants	Ongoing
			Speakers from post secondary institutions	Number of presentations	Ongoing
			Classroom Lessons	Number of speakers	Ongoing

School Guidance Program Advisory Councils:

A. First Meeting:

Building	Meeting Date
Bainbridge	Spring 2024
East High	Spring 2024
Bear Creek	December 15, 2023
Middle School	January 22, 2024
High School	December 1, 2023

B. Second Meeting Dates:

Building	Meeting Date
Bainbridge	TBD
East High	TBD
Bear Creek	TBD
Middle School	TBD

High School	TBD
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Stakeholder Group	Name	Title & Organization	Building CAC
STUDENT			
	Autumn Pantanella	EAHS Student	High School
	Kaydence Kershner	EAHS Freshmen	High School
	Addison Hackman	EAHS Ambassador	High School
PARENT & GUARDIAN			
	Jessica Henry	EAHS Teacher	High School
	Scott Farmer	EAHS Teacher	High School
EDUCATOR & ADMINISTRATOR			
	Michael Perrici	Elizabethtown Area School District, Student Services Coordinator	High School
	Jason D'Amico	Elizabethtown Area High School Principal	High School
	Eric Beiler	EAHS Assistant Principal	High School
	Robert Crick	EAHS Assistant Principal	High School

	Jim Read	EASD Board Member	High School
	Alisa Gunn	EAHS School Counselor	High School
	Amy Robinson	EAHS School Counselor	High School
	Kelly Gillette	EAHS School Counselor	High School
	David Gibbs	EAHS School Counselor	High School
	Kenneth Burke	EASD Pathways Coordinator	High School
	Lacie Meyer	EASD Pathways Coordinator	High School
BUSINESS & COMMUNITY			
	Allison Bridgeman	EACTC	High School
	Mason Brown	EACTC Tutor	High School
	Jonathan Weatherholz	EACTC Tutor/Cornerstone	High School
POST SECONDARY			

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D. Career Pathway Awareness Items of the Plan 12-13

Career and Postsecondary Resources Supporting the CEW Standard Strands and Career Pathways (or Clusters)

CEW Strands	Sixteen Career Clusters	
13.1 Career Awareness & Planning	Agriculture, Food & Natural Resources	Hospitality & Tourism
13.2 Career Acquisition	Architecture & Construction	Human Services
13.3 Career Retention	Arts, A/V Technology, & Communications	Information Technology
13.4 Entrepreneurship	Business Management & Administration	Law, Public Safety, Corrections, & Security
	Education & Training	Manufacturing
	Finance	Marketing
	Government & Public Administration	Science, Technology, Engineering, & Mathematics
	Health Science	Transportation, Distribution, & Logistics

ORGANIZATIONS AND AGENCIES

Intermediary Organizations: <i>Connecting, Collaborating, Convening Organizations</i>		
Resources	CEW Strand(s) 13.X	Career Cluster or District Pathway
Associated Builders & Contractors	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Independent Electrical Contractors	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Manufacturer's Association	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Northwest EMS	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Masonic Villages	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Lancaster School of Cosmetology	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Thaddeus Stevens School of Technology	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Harrisburg Area Community College	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Elizabethtown College	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Millersville University	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
PA College of Health Sciences	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Penn State University York Campus	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Lancaster Bible College	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Lancaster County Career & Technology Center	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Umbrella Organizations: *Organizations that represent a large group of business organizations with a common mission*

Resources	CEW Strand(s) 13.X	Career Cluster or District Pathway
Elizabethtown Chamber of Commerce	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Lancaster Chamber of Commerce	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Elizabethtown Rotary Club	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Junior Achievement of South Central PA	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Elizabethtown Area Communities That Care	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Churches that Care	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Associated Builders & Contractors	13.1, 13.2, 13.3, 13.4	Architecture & Construction
Manufacturer's Association	13.1, 13.2, 13.3, 13.4	Manufacturing
Independent Electrical Contractors	13.1, 13.2, 13.3, 13.4	Architecture & Construction

Community & State Organizations: *Agencies representing community and state initiatives, service to communities*

Resources	CEW Strand(s) 13.X	Career Cluster or District Pathway
Lancaster Workforce Investment Board	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
United Way	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Career Link	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Parent Teacher Organizations	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
PHEAA	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Career Ready Lancaster!	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

NETWORKING OPPORTUNITIES

Individual Contacts: *Contacts acquired through networking and interaction*

Resources	CEW Strand(s) 13.X	Career Cluster or District Pathway
Career Exploration Directory	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Career Internship & Cooperative Work Experience Agreements	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Mock Interview Participants	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Instant Decision Week	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Counseling Advisory Committee members	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Community & Business Meetings: <i>Meetings, which bring cross/community members together to promote growth to further a cause</i>		
Resources	CEW Strand(s) 13.X	Career Cluster or District Pathway
Lancaster Career & Technology Center liaison meetings	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Counseling Advisory Committee Meetings	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Agriculture Advisory Committee Meeting	13.1, 13.2, 13.3, 13.4	Agriculture, Food & Natural Resources
Rotary Club Meetings	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Elizabethtown and Lancaster Chamber of Commerce Meetings	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
EASD Board of Education meetings	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Career Ready Lancaster!	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Elizabeth Area Communities That Care	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Community Events: <i>Conferences, Workshops, Grand Openings</i>		
Resources	CEW Strand(s) 13.X	Career Cluster or District Pathway
WDB Business & Industry Summer Tours	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
WDB Summer Externships	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Financial Aid Night	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

ONLINE & OTHER RESOURCES

Internet Based Links: <i>Websites educating others and promoting career development and related topics</i>		
Resources	CEW Strand(s) 13.X	Career Cluster or District Pathway
Xello	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
O*Net	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
PA Career Zone	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
BLS.gov	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Military.com	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
US Dept of Labor	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
College Board	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Ever FI	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Lancaster County Workforce Development Board	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Media & Advertising: <i>Various marketing methods that provide contacts, career awareness, ideas and workforce information</i>		
Resources	CEW Strand(s) 13.X	Career Cluster or District Pathway
Mock Interviews	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
EASD Annual Report	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Notifications of upcoming career exploration activities on district Facebook, Twitter, website and student information system	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
EASD Business Partnership Directory	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Educational Planning Guide	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Publication & Documents: <i>Hard copy materials that offer contacts and career/workforce information</i>		
Resources	CEW Strand(s) 13.X	Career Cluster or District Pathway
LCWDB Kiosk	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
ASVAB Booklet	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Post-Secondary Options

Postsecondary Options: <i>Colleges, Apprenticeships, Military, Vocational Training</i>		
Resources	CEW Strand(s) 13.X	Career Cluster or District Pathway
Xello website	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
College Board website	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
SAT School Day	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Masonic Village Certified Nursing Assistant Training Pre-apprenticeship	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Lancaster County Career and Technology Center	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
PASSHECollege Fair	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Associated Builders & Contractors pre-apprenticeship	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Independent Electrical Contractors pre-apprenticeship	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Emergency Medical Technician pre-apprenticeship	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Lancaster School of Cosmetology Early Enrollment	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Thaddeus Stevens School of Technology Early Enrollment	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
ASVAB military assessment	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
NJROTC	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Dual Enrollment	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS
Instant Decision Week	13.1, 13.2, 13.3, 13.4	ALL CLUSTERS

Career and Technology Center Strategies:

STUDENT AWARENESS:

Grade	Intervention, Program, or Event	Start & End Dates	# of Students Taught	Stakeholder Delivering	Contact Person	Indicator
10th-12th	LCCTC Open House	November	# students attending	LCCTC	CTC Tour Coordinator	# students attending
8th	8th grade LCCTC	October	# of 8th grade students (320)	LCCTC	CTC Tour Coordinator/ Kenneth Burke Lacie Meyer	follow up survey
9th	9th grade Education Plan Counseling Lesson	December/January	Pre/Post test	HS Counselors/ Pathways Coordinator	HS Counselors/ Kenneth Burke	Pre/Post test
9th-12th	CTC Information at HS Parent Night	September	# of info sheets taken	HS Counselors	HS Counselors	# of info sheets taken
11th	CTC Presentation	October	# of students in attendance	LCCTC/HS Counselors	CTC Counselors/ Amy Robinson	# of students in attendance
9th-11th	Individual Visits	September -May	# of students participating	HS Counselors /LCCTC	CTC Tour Coordinator/HS Counselor	# of students participating

9th-11th	LCCTC Application Process	Oct-Jan	# of students applying	HS Counselors/ LCCTC	HS Counselors	# of students applying
9th-11th	LCCTC Application Completion Groups	Oct-Jan	# in attendance (80)	HS Counselors	HS Counselors	# of students in attendance
K-12th	LCCTC Website links	Ongoing	all students	Director of School/Comm Info	Troy Portser	Activity on Website

PARENT AWARENESS:

Grade	Intervention, Program, or Event	Start & End Dates	# of Parents	Stakeholder Delivering	Contact Person	Indicator
6-12	LCCTC Open Houses	November	All Parents & Community	LCCTC	CTC Tour Coordinator	# of parents attending
6-12	Communication (website)	Ongoing	All Parents & Community	CTC Coordinating Counselor	Troy Portser/ Kenneth Burke/Lacie Meyer	Activity log on website
9-12	CTC Information at High School Parent Night	September-February	All Parents of high school students	HS Counselors	Amy Robinson David Gibbs Kelly Gillette Alisa Gunn Kenneth Burke Lacie Meyer	Number of parents in attendance

EDUCATOR AWARENESS:

Grade	Intervention, Program, or Event	Start & End Dates	# of Educators	Stakeholder Delivering	Contact Person	Indicator
Middle School	8th grade teacher tour (during 8th grade trip)	October	20	LCCTC	Kenneth Burke/Lacie Meyer/CTC Tour Coordinator	Teacher Feedback
K-12	Workforce Development Board Industry Tours	June	Open to all teachers K-12	Lancaster County Workforce Investment Board	Lancaster County WIB	Teacher participation
K-12	LCCTC Open Houses	November	Open to all teachers K-12	LCCTC	CTC Tour Coordinator	Teacher Feedback
K-12	PDE SAS Institute	Fall	Open to all educators	PDE	Assistant to the Superintendent	Conference evaluation and My Learning Plan
9-12	Integrated Learning Conference	Fall	Open to all educators	PACTA	Kenny Burke Lacie Meyer	Teacher participation
9-12	PA Cooperative Education Association	Fall	Open to all educators	PACTA	Kenny Burke Lacie Meyer	Teacher participation

E. Follow Up Studies

Senior Graduation Survey - Seniors complete a Senior Survey prior to graduation. Seniors are required to complete the survey before receiving their cap and gown. Students are asked questions about college and career support throughout

high school. Students are also asked what courses best prepared them for success in college or a career. Students were asked to report their future plans after high school. At the end of the 22-23 school year, 250 seniors completed the Senior Exit Survey. The school counselors analyzed the survey responses in order to improve their delivery of services. Information is also shared with district administration to aide in the future development of career planning guides.

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