

# **Frewsburg Central School District**



## **Comprehensive K-12 School Counseling Program**

(updated 11/1/24)

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# FOUNDATION/ MANAGEMENT

## **Mission**

The mission of the Frewsburg Central School District School Counseling Program is to provide a comprehensive, developmental counseling program that addresses the academic, career, and social/emotional development of every student in the district. With the collaborative efforts of school personnel, families, and community resources, the school counseling program will provide students with opportunities to help grow into, participate in, and become productive citizens of a global society.

## **Philosophy**

As counselors of the Frewsburg School District, we believe:

- all students are valued as individuals.
- all students have a right to, and will benefit from, a comprehensive school counseling program that is culturally and developmentally appropriate.
- all students are capable of learning, achieving and acquiring knowledge in different ways and at different rates.
- students, with their parents/guardians, are responsible for monitoring their educational progress, assisted by the professional school counselor.

and that counselors:

- help students recognize their learning strengths, weaknesses and potential.
- coordinate activities and programs that support the academic mission of the school.
- utilize the strengths of parents/guardians and the community and serve as liaisons between parents/guardians, the community and the school.

- serve as leaders in the advocacy of school reform and are key players in school reform.
- participate in on-going programs and professional development that enhance their skills and knowledge.

## **Program Objectives**

- All students UPK through 12 have access to a school counselor and the comprehensive program and the program will align with district vision, mission, and goals.
- All students in grades 7 through 12 will have annual individual progress review meetings with a certified school counselor to review each student's career/college planning and readiness, academic progress, and social/emotional development.
- All students UPK through 12 will be provided core curriculum instruction by a certified school counselor in collaboration with teachers to address student's competencies in career/college planning and readiness, academic progress, and social/emotional development.
- All students UPK through 12 will be provided direct and indirect student services to assist students with academic, attendance, and behavior needs such as individual and group counseling, advisement, consultation, and referral.
- All students UPK through 12 will be provided with information on college and careers.
- All students UPK through 12 will be provided with opportunities to engage in a social emotional curriculum within the classroom setting.

## **District Accountability**

- The district will analyze program data annually resulting in gap action plans and program adjustments.
- A program outcomes report will be provided to the district board of education annually and will also be posted on the district and school websites.

## **Professional Development Planning**

- The district will monitor school trends and district needs to determine appropriate professional development opportunities to address identified gaps.

### **School Counselor's Role**

<b>Skill</b>	<b>Description</b>
<b>Counseling</b>	School counselors spend time on individual and group counseling, crisis intervention, career exploration, prevention and responsive services.
<b>Consultation</b>	School counselors acting as consultants can help parents/guardians, teachers, and students work together effectively. They seek solutions to improve the educational/social/emotional experience for all students.
<b>Coordination of Services</b>	School counselors coordinate resources and services for students and families through community outreach. School counselors collaborate with agencies to provide a variety of services and opportunities to students and their families.
<b>Leadership</b>	School counselors seek to make schools a welcoming learning community where all students can achieve academic, career, and personal/social success.
<b>Advocacy</b>	School counselors are advocates for all students.
<b>Teaming and Collaboration</b>	Counselors collaborate with all school community members. Counselors collaborate most closely with teachers to deliver the counseling program.
<b>Use of Data</b>	Data provides a method to determine the impact of a school counseling program on student success and school climate.
<b>Mental Health</b>	School Counselors provide education, prevention, intervention and referral services to students and their families with unmet mental health needs.

Skill	Description
<b>Counseling</b>	School counselors spend time on individual and group counseling, crisis intervention, career exploration, prevention and responsive services.
<b>Consultation</b>	School counselors acting as consultants can help parents/guardians, teachers, and students work together effectively. They seek solutions to improve the educational/social/emotional experience for all students.
<b>Post-Grad Planning</b>	School Counselors work alongside students and families to help prepare realistic goals and planning in preparation for life post-graduation.

# DELIVERY/ ACCOUNTABILITY

## **Frewsburg School Counseling Activities**

<b>Curriculum</b>	<b>U P K to 6</b>	<b>7 &amp; 8</b>	<b>9 to 12</b>	<b>Individual Planning</b>	<b>U P K to 6</b>	<b>7 &amp; 8</b>	<b>9 to 12</b>	<b>Responsiv e Services</b>	<b>U P K to 6</b>	<b>7 &amp; 8</b>	<b>9 to 12</b>	<b>System Support</b>	<b>U P K to 6</b>	<b>7 &amp; 8</b>	<b>9 to 12</b>	<b>Related Activities</b>	<b>U P K to 6</b>	<b>7 &amp; 8</b>	<b>9 to 12</b>
PSAT, SAT, ACT presentations			X	Individual Student Meetings	X	X	X	Crisis Team	X	X	X	IST/SST	X	X	X	NCAA /NAIA			X
8th Grade Parents Night		X		Graduation Review and College Planning		X	X	Crisis and Personal Counseling	X	X	X	ASCA / NYSSCA / CCCA	X	X	X	Record Keeping	X	X	X
BOCES Presentation and Visit			X	Annual Review and Scheduling	X	X	X	Referral to Outside Agencies	X	X	X	Scholarship Committee			X	Master Schedule		X	X
College Night			X	New Student Intake	X	X	X	Conflict Resolution	X	X	X	Committee for Special Education	X	X	X	Scholarship Announcement & Filing System			X
Financial Aid and FAFSA Night			X	Academic Advisement	X	X	X	Parent / Teacher Conferences	X	X	X	PBIS	X	X		SAT Prep Course			X
WNY College Consortium			X	College Applications and Recommendations			X	Attendance	X	X	X	Distance Learning			X	Schedule Changes		X	X
HealthSmart	X	X		Scholarship Applications			X	Individual Counseling	X	X	X	SSD			X	Website	X	X	X
ASVAB presentation			X	Military Recruiters			X	Group Counseling	X	X	X	Consult with teachers regarding student progress	X	X	X	Coordinate Summer Camp Opportunities	X	X	X



7th Grade Orientation		X		College Representatives			X				Parent/Teacher Communication	X	X	X				
Second Step	X			Job Shadow			X				Foster Grandparent Program	X						
Prevention Works	X	X	X	Career Exploration	X	X	X				CPS	X	X	X				
											Probation/PINS	X	X	X				
											Child Advocacy Program	X	X	X				
											Family Services	X						
											504 Planning	X	X	X				
											The Relief Zone	X						
											Chautauqua Striders	X	X	X				
											Chaut. Co. Mental Hygiene		X	X				

## **School Counseling Curriculum**

The School Counseling Curriculum consists of facilitating activities to assist students in achieving the desired competencies and to provide all students with the knowledge and skills appropriate for their developmental level. The guidance curriculum is infused throughout the school's overall curriculum and is presented systematically through whole group, targeted group, and individual activities and interventions.

(<http://www.p12.nysed.gov/part100/pages/1002.html#j>)

NYSED Regulations Part 100.2(j) Implementation	K	1	2	3	4	5	6	7	8	9	10	11	12
<b>(i) The K-6 School Counseling Program:</b>													
(i.1) is designed in coordination with the teaching staff.	X	X	X	X	X	X	X						
(i.2) prepares students to participate effectively in their current & future educational programs.	X	X	X	X	X	X	X						
(i.3) includes interventions for students with attendance problems.	X	X	X	X	X	X	X						
(i.4) includes interventions for students with academic problems.	X	X	X	X	X	X	X						
(i.5) includes interventions for students with behavioral problems.	X	X	X	X	X	X	X						
(i.6) includes interventions for students with adjustment problems.	X	X	X	X	X	X	X						
(i.7) educates students concerning avoidance of child sexual abuse.	X	X	X	X	X	X	X						
(i.8) encourages parental involvement	X	X	X	X	X	X	X						
<b>(ii) The 7-12 School Counseling Program:</b>													
(ii.1) includes the services of personnel certified or licensed as school counselors.								X	X	X	X	X	X

(ii.2) includes an annual review of each student's educational progress & career plans by a certified school counselor.									X	X	X	X	X	X
(ii.3) includes instruction at each grade level to help students learn about careers & career planning skills.									X	X	X	X	X	X
(ii.4) includes other advisory & individual and/or group counseling provided by school counselors; or school psychologist or school social workers in cooperation with school counselors.									X	X	X	X	X	X
(ii.4.1) enables students to benefit from the curriculum.									X	X	X	X	X	X
(ii.4.2) provides interventions for students with attendance problems.									X	X	X	X	X	X
(ii.4.3) provides interventions for students with academic problems.									X	X	X	X	X	X
(ii.4.4) provides interventions for students with behavioral problems.									X	X	X	X	X	X
(ii.4.5) provides interventions for students with adjustment problems.									X	X	X	X	X	X
(ii.4.6) provides advisement on developing & implementing postsecondary education & career plans.									X	X	X	X	X	X
(ii.4.7) encourages parental involvement.									X	X	X	X	X	X

## **Comprehensive School Counseling Program MAP**

Frewsburg Central School District				
<i>Delivery</i>	<i>Foundation</i>		<i>Management</i>	<i>Accountability</i>
Program Activity or Service	NYSED Regulation	Program Objective	Staff & Resources	Assessment
School counselors will implement an evidence based model teaching student success skills across all grade levels.	K-6 (i.2) 7-12 (ii 4.2-4.7)	Students will gain strategies to better master the curriculum, develop healthy habits and caring relationships.	School counselors in collaboration with classroom teachers	Student self-reports and/or teacher reports
Elementary counselor will teach child abuse prevention in the second (body safety training) and fourth (appropriate vs. inappropriate touching) grade classrooms.	K-6 (i.7)	Students will identify safe vs. unsafe touching, self-protection and reporting strategies.	School counselor	Documentation exposure to child abuse prevention curriculum
PSAT, SAT, ACT presentations	7-12 (ii.4.6)	Students will gain an understanding of these exams and how they are utilized in the college application process.	School Counselor	Classroom presentations and information notification
8 <sup>th</sup> Grade Parents Night	7-12 (ii 1,	8 <sup>th</sup> grade students and parents will understand	School counselors in	Record of attendance

	ii 4.1, ii 4.6, ii 4.7)	high school requirements and different opportunities the high school has to offer.	collaboration with the high school principal.	
BOCES presentation/visit	7-12 (ii.3, ii.4.6)	Students will be exposed to and learn about the different program offerings at BOCES which may be beneficial to their career plan.	School counselor in collaboration with BOCES staff.	Record of attendance
College Night	7-12 (ii 4.6, ii 4.7)	Activity will inform students and parents the process of college selection and application procedures.	School Counselor	Record of attendance
Financial Aid Night	7-12 (ii 4.6, ii 4.7)	Activity will inform parents of seniors the application process for the FAFSA.	School Counselor	Record of attendance
WNY College Consortium	7-12 (ii.3, ii.4.6)	Students will interact with representatives from multiple institutions to learn information on college and career pathways and programs.	School Counselor in collaboration with college representatives.	Students are notified via classroom presentations, student email, and school announcements.
HealthSmart	K-6 (i.1) 7-12 (ii.4.1)	Students will be exposed to curriculum that addresses social/emotional health and well-being, as well as physical health.	School Counselor in collaboration with classroom teachers.	Incorporated into class curriculum.
ASVAB presentations	7-12 (ii.2, ii.4.6)	Students will learn about the ASVAB test and its relation to career-exploration, as well as having an individual meeting with the school counselor after receiving the results of the test.	School Counselor	Classroom presentations.
7th Grade Orientation	7-12 (ii.1, ii.4.7)	Students will have the opportunity to meet their teachers and other school staff, along with receiving their class schedule and be given a tour of the school to prepare them for their transition to the Jr./Sr. High School building.	School Counselor in collaboration with other school staff.	Students notified via mail and record of attendance.
Second Step	K-6 (i.1, i.2)	Students will participate in skills-focused prevention programming	School Counselor in collaboration	Documentation of classroom presentations.

		to improve social-emotional learning outcomes and decrease instances of disruptive behavior among students.	with other school staff.	
Prevention Works	K-6 (i.1-1.7) 7-12 (ii.4.1-ii.4.5)	Students will have the opportunity to engage in curriculum that provides social emotional learning, substance use prevention, and intervention services.	School Counselor in collaboration with Prevention Works Educator	Incorporated into classroom presentations and in individual and/or group meetings.
Individual Student Meetings	K-6 (i.2- i.6) 7-12 (ii.1, ii.2, ii.4.2- ii.4.6)	Students will meet with the school counselor to discuss academics, attendance, social/emotional needs, etc.	School Counselor, School Psychologist, or School Social Worker	Written documentation and scheduled appointments.
Graduation Review and College Planning	7-12 (ii.1, ii.2, ii.4.6, ii.4.7)	Students will meet with the school counselor to review their high school career and to ensure all requirements for graduation have been met, along with making plans for post-high school.	School Counselor	Written documentation and scheduled appointments.
Annual Review and Scheduling	K-6 (i.2, i.8) 7-12 (ii 1- ii 3, ii 4.6)	Students will meet with a school counselor a minimum of once a year to discuss their plans for/progress with high school graduation requirements, college and career plans, involvement in school activities, etc.	School Counselor	4 year plan, Extra-curricular activities checklist, transcript.
New Student Intake	K-6 (i.1, i.2, i.8) 7-12 (ii.2, ii.4, ii.4.7)	Students will meet with the school counselor upon intake to discuss previous school placement and academic planning.	School Counselor in collaboration with central registrar.	Individual meetings, school tour, review of past academic records, and creation of student schedule.
Academic Advisement	K-6 (i.1, i.2, i.4, i.8) 7-12 (ii.1, ii.2, ii.4.3, ii.4.6)	Students will meet with the school counselor to discuss academic planning and goal-setting.	School Counselor	4 year plan, transcript, 8th grade orientation, and scheduled appointments.
College Applications and Recommendations	7-12 (ii.4.6)	Students will complete college applications and receive recommendations from school staff to assist in	School Counselor Common App	Written documentation and record of application.

		their application process.		
Scholarship Applications	7-12 (ii.4.6)	Students will have the opportunity to complete scholarship applications with assistance from the school counselor.	School Counselor	Filing system maintained in the counseling office.
Military Recruiters	7-12 (ii.4.6)	Students will have the opportunity to meet with military recruiters to discuss future career plans and exploration.	School Counselor in collaboration with military recruiters.	Students are notified via school announcements and individual student meetings.
College Representatives	7-12 (ii.4.6)	Students will have the opportunity to meet with college representatives to discuss future education and career plans.	School Counselor in collaboration with college representatives.	Students are notified via school announcements and individual student meetings.
Job Shadow	7-12 (ii.3, ii.4.6)	Students will have access to job shadowing opportunities in different career pathways.	School Counselor in collaboration with employers.	Written documentation, scheduled by student request.
Career Exploration	K-6 (i.1, i.2)  7-12 (ii.2, ii.3, ii.4.1, ii.4.6)	Students will have the opportunity to engage in career exploration through classroom curriculum, meetings with the school counselor, and through independent research.	School Counselor in collaboration with classroom teachers.	Use of online career database and included in classroom curriculum.
Crisis Team	K-6 (i.5)  7-12 (ii.1, ii.4, ii.4.2-ii.4.5)	Students will have access to assistance from the school crisis team to address any crisis that occurs.	School Counselor in collaboration with other school staff.	Written documentation, staff attend trainings, and student follow up meetings.
Crisis and Personal Counseling	K-6 (i.1, i.5-i.8)  7-12 (ii.1, ii.4, ii.4.2-ii.4.5)	Students will have access to the school counselor to receive counseling to address any social/emotional needs.	School Counselor in collaboration with other school staff.	Written documentation.
Referral to Outside Agencies	K-6 (i.1, i.3-i.8)  7-12 (ii.4, ii.4.2-ii.4.5, ii.4.7)	Students will have the opportunity to be referred to outside agencies in order to address any needs that cannot be met within the school.	School Counselor in collaboration with other school staff.	Record of referrals.
Conflict Resolution	K-6 (i.1, i.5, i.6)	Students will receive assistance in conflict resolution as needed with the help of a school	School Counselor in collaboration with other school staff.	Scheduled meetings with students, written documentation.

	7-12 (ii.4, ii.4.2-ii.4.5)	counselor and/or other school staff.		
Parent/Teacher Conferences	K-6 (i.1, i.8)  7-12 (ii.4.1, ii.4.7)	Students will be able to receive support with a whole-system approach of student, family, and school being engaged in their education and social/emotional well-being.	School Counselor in collaboration with classroom teachers and parent/guardians.	Scheduled meetings with parents and school staff.
Attendance	K-6 (i.3, i.8)  7-12 (ii.4.2, ii.4.7)	Students will be able to meet attendance requirements to ensure they receive class credits needed to meet graduation requirements.	School Counselor in collaboration with administration and the school nurse.	Record of attendance, automated phone calls to parent/guardian, and attendance letters mailed home.
Individual Counseling	K-6 (i.2-i.7)  7-12 (ii.1, ii.2, ii.4, ii.4.2-ii.4.6)	Students will be able to receive individual counseling as needed.	School Counselor	Scheduled student meetings as needed and written documentation.
Group Counseling	K-6 (i.2-i.7)  7-12 (ii.1, ii.4.2-ii.4.6)	Students will be able to participate in group counseling as needed.	School Counselor	Scheduled student meetings as needed and written documentation.
IST/SST	K-6 (i.1-i.6, i.8)  7-12 (ii.1, ii.4, ii.4.2-ii.4.7)	Students will be provided with needed supports and resources to ensure they can reach their highest potential in the school setting.	School Counselor in collaboration with other school staff and parents/guardians.	Scheduled meetings and written documentation and action plan.
ASCA/NYSSCA/CCCA	K-6  7-12	Students will benefit from the district school counselors participating in ASCA/NYSSCA/CCCA and staying up to date on resources, supports, and opportunities for students.	School Counselor	Record of attendance.
Scholarship Committee	7-12 (ii.4.6)	Students will receive scholarships for their future education with the help of the Scholarship Committee.	School Counselor in collaboration with school staff.	Scheduled meetings among the committee members.
Committee for Special Education	K-6 (i.1-i.5, i.8)  7-12 (ii.1, ii.2, ii.4, ii.4.2-ii.4.7)	Students have access to receiving necessary accommodations to assist them in the academic setting.	School Counselor in collaboration with other school staff and parents/guardians.	Written documentation, services are executed, and scheduled meetings with committee members.
PBIS	K-6 (i.1, i.2)	Students will have access to Second Step	School Counselor in collaboration	Documentation of class presentations,

		curriculum and Michigan Model as Tier 1 interventions for PBIS. Tier 2 / 3 interventions will be determined in consultation with school counselor and IST/SST committees.	with other school staff.	IST/SST summary notes.
Distance Learning	7-12 (ii.3, ii.4.1)	Students will have the opportunity to participate in distance learning classes offered through other school districts.	Classroom teachers from in and out of district.	Counselor attends DL meetings, student enrollment in DL classes.
SSD	7-12 (ii.4.6)	Students will have the ability to utilize their special education accommodations while participating in college admission exams such as the PSAT and SAT.	School Counselor in collaboration with College Board.	Electronic record of student information.
Consult with teachers regarding student progress	K-6 (i.1) 7-12 (ii.4, ii.4.1)	Students will benefit from a whole school support based on open communication among teachers and counselors to ensure students are achieving and maintain a positive well-being.	School Counselor in collaboration with classroom teachers.	Counselor and teacher meetings.
Foster Grandparent Program	K-6 (i.1)	Students have access to the program through Lutheran Social Services to enhance relationship development and 1:1 mentoring to improve self-esteem and academic success.	School Counselor in collaboration with other school staff.	Record of contact hours kept by Lutheran Social Services.
CPS	K-6 (i.3-i.8) 7-12 (ii.4.2-ii.4.5, ii.4.7)	Students will have access to Child Protective Services to help ensure their safety and well-being.	School Counselor in collaboration with CPS.	Written documentation.
Probation/PINS	K-6 (i.3- i.6, i.8) 7-12 (ii.4, ii.4.2-ii.4.5, ii.4.7)	Students will be connected with the Probation/PINS program if needed, to address issues with attendance, behaviors, etc.	School Counselor in collaboration with PINS.	Written referral if referred by school staff.
Child Advocacy Program	K-6 (i.7, i.8) 7-12 (ii.4, ii.4.4, ii.4.7)	Students will have access to the Child Advocacy Program to help meet their safety and social/emotional needs that may impact them in	School Counselor in collaboration with CAP.	Record of release of information to communication with CAP staff.

		and out of the school setting.		
Family Services	K-6 (i.3-i.8)	Students will have access to a Family Services social worker who can address their therapeutic/mental health needs.	Family Services social worker within the district.	Record of release of information to communicate with Family Services staff and record of referral.
504 Planning	K-6 (i.1- i.5, i.8) 7-12 (ii.1, ii.2, ii.4, ii.4.2-ii.4.7)	Students have access to receiving necessary accommodations to assist them in the academic setting.	School Counselor in collaboration with other school staff.	Written documentation, services are executed, and scheduled meetings with committee members.
Parent/Teacher Communication	K-6 (i.1, i.2, i.8) 7-12 (ii.4.1, ii.4.7)	Students will be able to receive support with a whole-system approach of student, family, and school being engaged in their education and social/emotional well-being.	School staff	Scheduled meetings, phone contact, email contact, and written documentation.
The Relief Zone	K-6 (i.1, i.2)	Students have access to the TRZ program before and after school to ensure safe, healthy activities in a social environment. Tutoring is also available based on student need.	TRZ staff	Record of attendance.
Chautauqua Striders	K-6 (i.2- i.6, i.8) 7-12 (ii.4.2-ii.4.5, ii.4.7)	Students have the opportunity to engage in different programming such as mentorship and family activities provided by the Striders program.	Chautauqua Striders staff in collaboration with school staff.	Record of release of information and scheduled meetings with Chautauqua Striders staff.
Chautauqua County Mental Hygiene	7-12 (ii.4, ii.4.2-ii.4.7)	Students will have access to a Family Services social worker who can address their therapeutic/mental health needs.	CCMH social worker within the district.	Record of release of information to communicate with Family Services staff and record of referral.
NCAA/NAIA	7-12 (ii.4.6)	Students will have access to the NCAA and NAIA to assist in their post-high school planning and college application process.	School Counselor	Discussed during individual student meetings, use of electronic database.
Record Keeping	K-6 (i.2) 7-12 (ii.2)	Students have access to their records as needed for purposes of tracking their academic careers, college applications, job applications, etc.	School Counselor in collaboration with administration and	Individual student folders created, maintained, and stored within the district.



			administrative assistants.	
Master Schedule	7-12 (ii.2, ii.4.1)	Students will be able to partake in as many class options as possible based on the compilation of the master school which is created to meet as many of the students needs/goals as possible.	School Counselor in collaboration with administration.	Use of school database to input master schedule, meetings with school staff, implementing student course requests.
Scholarship Announcement & Filing System	7-12 (ii.4.6)	Students will be notified of scholarship opportunities available to them, as well as be able to track the scholarships they have applied for.	School Counselor	Students informed via email, school announcements, mail, and individual student meetings.
SAT Prep Course	7-12 (ii.4.1, ii.4.6)	Students will have access to an SAT prep course to assist them in preparing for the SAT exam.	School Counselor in collaboration with SAT Prep Course teacher.	Record of attendance.
Schedule Changes	7-12 (ii.2, ii.4.1, ii.4.6, ii.4.7)	Students will be able to make scheduling changes based on educational needs and goals.	School Counselor	Scheduled student meetings.
Website	K-6 (i.2- i.6, i.8) 7-12 (ii.4.6)	Students will have access to the school counselors website that will contain information needed for educational progress and planning.	School Counselor	Updates made regularly via the district counseling website.
Coordinate Summer Camp Opportunities	K-6 (i.1, i.8) 7-12 (ii.4, ii.4.7)	Students will have the opportunity to participate in summer camps.	School Counselor in collaboration with school nurse.	Record of referral and distribution of camp information.

## Tiers of Intervention

