

Counseling Program Delivery

80%					20%
Individual Planning	Guidance Curriculum	Responsive Services	System Support	Committee Members (Not Chair)	Other Duties
• Academic Planning • Academic Success Conference • College, Career, Military Readiness (CCMR) Planning • Course Planning • Endorsement/Program of Study • Minute Meetings • New Student Enrollment • Transition Planning	• Career Interests Inventory Lesson • Delivers state and district mandated lessons • Delivers additional lessons based on campus needs • Small Group Guidance • Schoolwide Activities	• Bullying Support • Conflict Resolution • Crisis Support • Grief/Loss Support • Group Counseling • Individual Counseling • New Student Support • Referrals and Resources • Returning Student Support • Risk of Violence Questionnaire (RVQ) and Follow-up • Safety Plan • Student Supports • Suicide Risk Assessment (SRA) and Follow-up	• Committee Meetings as needed ◦ 504, ARD, SST, etc. ◦ Participant only • Community Outreach • Credit Evaluations / Record Reviews • Guidance Advisory Committee (GAC) • Leadership Team • Master Schedule Support • Parent Conference • Parent Workshops • Professional Development • Program Planning • Staff Training Presentations • Teacher/Staff Consultation • Time Tracker, Notes, Log Entries • Vertical Team Meetings	• 504/Dyslexia Services • Accelerated Learning Committee (HB 4545) • Admission, Review Dismissal (ARD) ◦ As needed • Attendance for Credit • Gifted and Talented • Graduation Committee • Student Support Team (SST) • Multi-tiered System Support (MTSS) • Language Proficiency Advisory Committee (LPAC)	• Class Coverage • Duty • Professional Development Support • Test Administrator

Chart represents typical duties of Dallas ISD School Counselors

Revised August 2025

Dallas ISD Policy: [DP Regulation](#) [DP Exhibit](#)