



**FREEMAN** SCHOOL DISTRICT  
PRIDE | COMMITMENT | CARING

# **COMPREHENSIVE SCHOOL COUNSELING PROGRAM**

Providing students a safe environment for learning, exploration, and development.

## **Prepared by:**

Freeman School District  
School Counseling Team

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# Introduction

The Freeman School District's Comprehensive School Counseling Program advocates for students' social/emotional, career, and academic development by aligning with the [American School Counseling Association \(ASCA\) Framework](#) and [Senate Bill 5030](#). Please visit the link to learn more about the [School Counselor's Role](#).

# Define

## Student Standards

Freeman School District School Counselors provide services that align with ASCA Student Standards with the intent of providing evidence-based instruction to develop skills based on nationally recognized student standards in academics, social-emotional learning, and college and career readiness.

[ASCA Student Standards](#)

## Professional Standards

Freeman School District School Counselors align with and abide by the ASCA Professional Standards and the ASCA Ethical Standards. These nationally recognized standards are designed to ensure school counselors are following clear guidelines and established best practices.

[ASCA Professional Standards](#)

[ASCA Ethical Standards](#)

# Manage

## Mission Statement

As Freeman School Counselors, we provide a safe environment for all students to experience meaningful, rigorous learning opportunities including academic, social-emotional, and career & college readiness that allow them to dream and develop into capable, confident, and ethical members of our community.

## Vision Statement

All students have the opportunities and skills to succeed in post-secondary choices.

## Beliefs

### Freeman School District Counselors Believe...

- School Counselors are advocates for every student and each student has the right to be heard.
- School prepares individuals to contribute positively to a changing world
- In the promotion of respect, equity, and diversity
- In the intentional relationship building between school and home as this relationship promotes student success

### Freeman School District School Counselors Align with ASCA Beliefs:

- M 1. Belief in development of whole self, including a healthy balance of mental, social/emotional and physical well-being
- M 2. Sense of acceptance, respect, support and inclusion for self and others in the school environment
- M 3. Positive attitude toward work and learning
- M 4. Self-confidence in ability to succeed
- M 5. Belief in using abilities to their fullest to achieve high-quality results and outcomes
- M 6. Understanding that postsecondary education and lifelong learning are necessary for long-term success

# Program Planning

## Data

1. The Freeman School District CSCP will use the following data in program planning
  - a. Academic Planning
    - i. Skyward
      1. Attendance
      2. Discipline
      3. Grading & Report Cards
    - ii. School Data Solutions
      1. SBA Scores
      2. Tiered Student Data Designations
        - a. Attendance
        - b. Discipline
        - c. Static/Dynamic Student groupings
    - iii. IEPs & 504s
    - iv. State Report Card
    - v. Grad Cohort Tracking through OSPI
  - b. Career Readiness
    - i. High School and Beyond Plans
    - ii. School Data Solutions
    - iii. Pre/Post Surveys
  - c. Social & Emotional Development
    - i. Skyward - Guidance Tracking
    - ii. School Data Solutions - Tiered Student Data Designations
    - iii. PACE Character Traits
    - iv. Scottie POWER
    - v. Pre/Post Surveys - The Core Project
    - vi. SBIRT Reports
    - vii. Care Solace
  
2. The School Counseling Team will align our annual goals with the district's and buildings' school improvement plans

## Annual Student Outcome Goals (Closing the Gap)

The School Counseling Program will identify at least two Annual Student Outcome Goals from student achievement, attendance, and/or discipline data and will align with the district/school's school improvement plan.

[Annual Student Outcome Goal Template](#)

## School Data Summary

The School Counseling Program will utilize data to guide and implement our comprehensive school counseling school counseling program. The school data summary includes a review and summary of school data to guide school counseling goals and priorities.

[School Data Summary Template](#)

## Program Results Data

Data will be continuously collected and analyzed to improve and implement the school counseling program.

[Closing the Gap Action Plan/Results Report Template](#)

## Action Plans

The Freeman School District counseling team will design and implement instruction aligned with the ASCA Mindsets & Behaviors for Student Success in classroom, group, and individual settings. To effectively and efficiently deliver the school counseling program requires intentional, which is facilitated by developing action plans.

[Action Plans Template](#)

## Lesson plans

It is imperative to give enough time and thought about what will be delivered, to whom it will be delivered, how it will be delivered and how student attainment of the lesson's plans goals will be assessed. Newport School District counseling department utilizes ASCA's lesson plan outline to plan for classroom and group instruction.

[Lesson Plan Template](#)

## Calendars

School counselors develop and publish calendars of school counseling events to inform students, parents, teachers and administrators of what, when, and where school counseling activities will be held. Creating calendars also helps school counselors develop a school counseling program that provides activities and services for all students in the school.

- Friday Flyer/Scottie Scoop
- Google Classroom
- Monthly Newsletters

Annual Calendar: A minimum of 80% of time recommended for direct and indirect student services and 20% or less in program planning and school support.

Use of Time Tracking System: Google Sheets

## Advisory Council

Advisory Council An advisory council is a representative group of stakeholders selected to collaborate with the implementation of the school counseling program. The council meets at least twice a year and maintains an agenda and minutes for each meeting.

## Annual Administrative Conference

The annual administrative conference is a formal discussion between school counselors and the administrator in charge of the school counseling program. The discussion can increase an administrator's understanding of a school counseling program and includes information included in the template below.

[Annual Administrative Conference Template](#)

# Deliver

## Direct Student Services

FSD school counselors utilize instruction, appraisal & advisement, and counseling to address social/emotional, academic, and career domains to improve student achievement, attendance and discipline.

### Instruction

- Classroom instruction
- Small Group instruction
- Individual instruction

### Appraisal & Advisement

Appraisal is the analysis and assessment of student abilities, interests, skills and achievement.

Advisement is the recommendations based on appraisal of tests, inventories and other data to help students make decisions for their future.

### Counseling

Short term individual and group school counseling promote academic, career and social/emotional development.

Crisis counseling

## Indirect Student Services

The interactions between school counselors and stakeholders to advocate for all students.

### Consultation

Share strategies and support student success with families, teachers, other educators and community organizations.

### Collaboration

Creating partnerships with families, administrators, teachers, school staff, business, and community organizations.

## Referrals

When a student needs support beyond short term services or counseling, counselors will provide resources within the school and community.

In partnership with NEWESD 101 and Spokane County, 8-12 Freeman students will have access to Screening and Brief Intervention and Referral to Treatment services through an Initiative for Student Wellness grant. This allows for in-house referrals to a licensed mental health therapist without the need for insurance and diagnosis.

The Freeman School District provides contracted access to Care Solace, a warm handoff service to various providers for all members of the school community. This referral service is of no cost to individuals, staff, or families with the goal of matching needs with the appropriate service providers as quickly as possible.

# Assess

## Program Assessment

School counselors engage in regular assessment of their counseling program and the impact of their services for students.

### School Counseling Program Assessment

[School Counseling Program Assessment Template](#)

### Annual Results Report

[Classroom and Small Group Results Report Template](#)

[Closing the Gap Action Plan/Results Report Template](#)

## School Counselor Assessment and Appraisal

School Counselors engage in regular self assessment of their individual practice and the impact of their services for students and as professionals in the learning community.

[ASCA Professional Standards](#)

[The Danielson Framework for Evaluating School Counselors](#)

[Freeman School District School Counselor Evaluation Documents](#)