



Annual Calendar Template

School: Cedar Bluff Elementary School Academic Year: 2025-2026

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

Month	Delivering		Program Planning and School Support <i>(Defining, Managing, Assessing, Fair-Share Responsibilities)</i>
	Direct Student Services Activities <i>(Include dates of school counseling initiatives or events, classroom and group activities, career or college nights, schoolwide academic support events, etc.)</i>	Indirect Student Services Activities <i>(Significant collaborations, leadership and advocacy activities)</i>	
Ongoing Services	Individual short-term counseling and support New Student Meetings Crisis Response	Participation in the development/monitoring of academic, attendance, and behavior intervention plans Consultation with co-counselor/teachers/administration/parents S-Team/IEP/504/FBA-BIP Meetings (attend as needed) Community Referrals Monthly Whole Child Support Team Meetings Family Support (food, uniforms/clothing, school supplies, holidays)	Monthly School Counseling PLCs Lesson Planning Data Review of Attendance, Behavior and Achievement Counselor's Corner - Monthly Parent/Family Newsletter Daily use of time tracking/analysis using SCUTA
August	Classroom Counseling Sessions 3rd - Size of the Problem 4th - Preventing the Problem Minute Meetings	Open House/Meet the Teacher Grade Level Family Nights Update/Redistribute Community Resources List	School counseling program needs assessments (Staff and Family) Administrator-Counselor School Counseling Annual Conference School Data Review/Annual Outcome Goal Setting

		Facilitate In-Service Training for Staff (Topics: School Counseling Program/Procedures, Suicide Prevention, WCST referrals) Kids Hope Mentoring Program Referrals	Curriculum Planning Required District Trainings
September	Classroom Counseling Sessions K - Learning to Listen 1st - Practicing My Self-Control 2nd - People I Can Talk To 3rd - Making Rules for Myself 4th - What is Bullying 5th - Balancing Listening and Talking		Analyze Data from student, family, and staff needs assessments Advisory Council Planning and Fall Meeting - 10/28/2025 Small Group Planning/Data Collection
October	Classroom Counseling Sessions K - Controlling Myself 1st - Standing Up For Me 2nd - Major and Minor Situations 3rd - Solving Conflict 4th - Standing Up for Others 5th - Conflict vs Bullying Small Groups Social Skills Success Skills Resilience Skills Kindness Week (School Wide)	Report Card Night Referrals to Holiday Assistance Programs	Student Outcome Goal - Data Check
November	Classroom Counseling Sessions K - Understanding Other's Feelings 1st - I Can Solve Problems 2nd - Controlling My Emotions 3rd - Erin's Law 4th - Erin's Law 5th - Erin's Law Small Groups	Referrals to Holiday Assistance Programs	

	Social Skills Success Skills Resilience Skills		
December	Classroom Counseling Sessions K - Erin's Law 1st - Erin's Law 2nd - Erin's Law 3rd - Erin's Law 4th - Erin's Law 5th - Erin's Law Small Groups Social Skills Success Skills Resilience Skills	Referrals to Holiday Assistance Programs	Student Outcome Goal - Data Check
January	Classroom Counseling Sessions K - Why We Go To School 1st - Setting Goals 2nd - Setting a Short Term Goal 3rd - Organizing and Prioritizing 4th - Setting Long-Term Goals 5th - Character Helps Me Succeed		Curriculum Planning Small Group Planning/Data Collection
February	Classroom Counseling Sessions K - Using Kind Words 1st - Showing My Feelings 2nd - What is Motivation 3rd - What I Can and Can't Control 4th - How to Express Empathy 5th - Empathy in Action Small Groups Social Skills Success Skills Resilience Skills		National School Counseling Week Activities

March	<p>Classroom Counseling Sessions</p> <ul style="list-style-type: none"> K - Working Together 1st - Trying My Best 2nd - Including Others 3rd - Improving My Schoolwork 4th - Improving Myself 5th - Results of Different Perspectives <p>Small Groups</p> <ul style="list-style-type: none"> Social Skills Success Skills Resilience Skills <p>Coordinating visit from Middle School Counselors</p>	Coordinating Middle School Visit for 5th Graders	Student Outcome Goal - Data Check
April	<p>Classroom Counseling Sessions</p> <ul style="list-style-type: none"> K - When I Worry 1st - Positive Mindset 2nd - When I Don't Get My Way 3rd - The Gift of Gratitude 4th - Controlling My Thoughts 5th - Being a Strong Team Leader <p>Small Groups</p> <ul style="list-style-type: none"> Social Skills Success Skills 		Advisory Council Planning and Spring Meeting
May	<p>Classroom Counseling Lessons (Makeup Lessons)</p> <p>College and Career Week Activities</p> <ul style="list-style-type: none"> • Career Speakers • Careers on Wheels Event <p>Rising 6th Grade Field Trips</p>		<p>Student Outcome Goal - Data Check</p> <p>Sharing Year-Long Data with Staff</p>