

**District Comprehensive School Counseling Program  
Management  
Thursday, January 26, 2017**

**\*\*Bring ASCA Implementation Guide Book**

## **FROM LAST MEETING: FOUNDATIONS**

1. School Data Profile-15 min
  - a. [https://docs.google.com/spreadsheets/d/192YhqaN7JFzAw4DpyyGV\\_cDX\\_wqJAJfAoQ6rh-Aj\\_oE/edit#gid=1666161893](https://docs.google.com/spreadsheets/d/192YhqaN7JFzAw4DpyyGV_cDX_wqJAJfAoQ6rh-Aj_oE/edit#gid=1666161893)
  - b. Do's and don'ts- page 27
  - c. Examples 28-35
  - d. \*\*This is something we would complete on our own using our own building data, we should have this completed by our last meeting when we discuss Accountability.
2. School Counseling Program Goals-
  - a. SMART goals- use data from school data profile to create goals
    - i. Academic, attendance, and behavior
  - b. Do's and don'ts- page 38
  - c. Examples- page 41-56
  - d. Look at our current goals from this year at each building level
    - i. Do they address Academic, attendance, and behavior?
    - ii. Are they SMART goals?
    - iii. Are they based on current student data?
  - e. Revisit our goals at the Accountability meeting and look at creating our goals for next year based on our School Data Profile that we will be completing this year.
3. ASCA Mindsets and Behaviors for student success- 25 min
  - a. <https://docs.google.com/spreadsheets/d/1mBZ020rz4MKHRVCUnBX6zyJ49K1d75HyOu9gZJxldFc/edit#gid=399525677>
  - b. \*Not every standard needs to be addressed at each grade level.
    - i. Mindsets you choose need to be reflected in action plans, program goals, and results reports.
    - ii. Choose mindsets that are most relevant for your grade level.
  - c. Do's and Don'ts- page 59
  - d. Examples- page 60-68.

# MANAGEMENT

4. Use of time assessment-15 min
  - a. Weekly calendars
  - b. Annual calendar
  - c. Complete assessment twice a year
    - i. [https://docs.google.com/spreadsheets/d/1b3BMo3xK1WnUXbPkhUwtXBltNC3lRXcZ\\_sxPtdmGbCw/edit#gid=774114673](https://docs.google.com/spreadsheets/d/1b3BMo3xK1WnUXbPkhUwtXBltNC3lRXcZ_sxPtdmGbCw/edit#gid=774114673)
  - d. We should be 80% direct/indirect, 20% program planning and school support
  - e. Do's and Don'ts- page 73
5. Annual agreement-10 min
  - a. Do's and Don'ts- page 80
  - b. <https://docs.google.com/document/d/14EU3dyWOlrUTPYsblvl3zAW-YftJf3hRxbyJ7DdE5cs/edit>
6. Advisory Council-30 min
  - a. Determine purpose of group- what will we cover?
  - b. Determine potential members
  - c. When will we hold first meeting- building levels or district?
    - i. One in fall and one in spring of each year
  - d. Do's and Don'ts- page 92
7. Annual Calendar-10 min
  - a. <https://docs.google.com/spreadsheets/d/13MF67xQWze4xVH4cqyrkDPIOMpgoN7JtfPi8XZJ7IFQ/edit#gid=0>
  - b. Do's and Don'ts- page 101

**NEXT MEETING: Friday, Feb 3, 1:30-3 BOE**