

July 2026	August 2026	September 2026
Setting up the School Year Attendance Days - 2 <u>Dates to Remember</u> Reporting Date: 7/27 Beginning of Year Counselor Meeting: 7/27 First Day of school: 7/30 <u>Indirect Student Services/Program Planning</u> -Set up office and gather needed materials and supplies(post hours on website) -Admin Agreement and CARE/SST Schedule Due 8/28 -MTSS Coordination • Prepare MTSS presentation and paperwork for staff • Create confidential lists for teachers of students in their class who have: SST, 504, BIP, etc...and provided needed support plans • Review class lists and collaborate with teachers • Review available student data and plan accordingly • Gather resources and community referral information • Set up Tier 1 Programs and school-wide incentives • Attendance Lists: Reach out to families of students who may need encouragement to attend school, Attendance Incentive program • Schedule Annual Admin Agreement -Community collaboration to set up parent coffee hours and site services -Schedule Core Curriculum time with Teachers and share teaching calendar monthly -<u>Advisory Council</u>- explain during staff meeting and ask for committee members -Collaborate with Principal and leadership team about any areas of focus for the year - o PBIS plan, School climate review, Discipline data review, Schedule Data Days, Advisory Council - Calendar events for the year - o Core Curriculum - o Staff PD- 3 per year - o Parent PD- 1 per Domain - o Small Groups 1 per trimester - o 20 CARE Team Meetings (2x per month) - o District Initiatives - o Meetings and trainings and Assemblies	Character Trait: Guidelines for Success (PBIS) Attendance Days - 21 <u>Dates to Remember</u> Annual Admin Conference due: 8/28 Data Day- (site scheduled) <u>Direct Student Services</u> <i>Core Curriculum Lessons- MTSS Tier 1</i> Counselor Intro Lesson in ALL Classes (1st and 2nd week) <u>K-2 Second Step Lessons (Academic CORE)</u> K Unit 1/Lesson 1 We Watch We Listen We Think 1 Unit 1/Lesson 1 Time to Pay Attention 2 Unit 1/Lesson 1 How to Get Good at Something <u>5-8 Second Step Lessons (Academic CORE)</u> 5 Unit 1/Lesson 1: Let's Dream Big 6-8 Second Step Lessons (Academic CORE) 6 Unit 1/Lesson 1: A Soundtrack for Success 7 Unit 1/Lesson 1 Designing Your Future 8 Unit 1/Lesson 2 Motivation <i>Intentional Counseling Lessons and Services- MTSS Tier 2</i> Using Tier 2 data elements- https://bit.ly/susdtier2 Closing the Gap CARE Meetings <i>Responsive Services - MTSS Tier 3</i> <u>Indirect Student Services/Program Planning</u> - Counselor Introduction in the classrooms - o Roles of the School Counselor, Confidentiality, How to request help, Reporting Procedures: See Something. Say Something, PBIS Behavior expectations - Annual Admin Agreement Due 8/28 - School Counseling Bulletin Board - STAR Billing - Parent coffee hour - Start MTSS process for those who need follow-up from year before /Staff PD - New Student orientations - Scheduling Core Curriculum - Set up K-2 students on Sparks and 3-8 on Xello - School Counselor Small Groups-1 per trimester - Create/share school site counselor calendar	Character Trait: Caring Attendance Days - 20 <u>Dates to Remember</u> No School- 9/7 Monthly Counselor Meeting: 9/10 Non-Contact Day - 9/23 Data Day- (site scheduled) <u>Direct Student Services</u> <i>Core Curriculum Lessons- MTSS Tier 1</i> <u>3-5 Second Step Lessons (Academic CORE)</u> <u>K Suicide Prevention Lesson</u> 3 Unit 1/Lesson 1 Changing Your Brain 4 Unit 1/Lesson 1 Setting a Good Goal <u>4 Suicide Prevention Lesson</u> <u>6-8 Second Step Lessons (SEL CORE)</u> 6 Bully Unit/Lesson 3 Responding to Online Bullying 7 Bully Unit/Lesson 2 What is Sexual Harassment 7 Signs of Suicide (SOS) Lesson/ Say Something 8 Bully Unit/Lesson 2 Social Factors that Contribute to Bullying <i>Intentional Counseling Lessons and Services- MTSS Tier 2</i> Using Tier 2 data elements- https://bit.ly/susdtier2 Closing the Gap CARE Meetings Small Group (Session 1) <i>Responsive Services - MTSS Tier 3</i> SSTs <u>Indirect Student Services/Program Planning</u> - MTSS - Start identifying students for 1st round of Counseling small groups - Parent coffee hours - Attendance Priority List- check-ins - Collaborate with teachers - New Student orientations <u>Events/Initiatives</u> - o September 8-11 Suicide Prevention Week & Say Something Week - o Attendance Awareness Month

October 2026	November 2026	December 2026
Character Trait: Respect Attendance Days - 16 <u>Dates to Remember</u> Monthly Counselor Meeting- 10/1 Fall Break- 10/5-10/9 No Contact Day- 10/23 Data Day- (site scheduled) <u>Direct Student Services</u> <i>Core Curriculum Lessons- MTSS Tier 1</i> <u>K-5 Second Step Lessons (SEL CORE)</u> K Lesson 1: Recognizing Bullying 1 Lesson 1: Recognizing Bullying 2 Lesson 1: Recognizing Bullying <u>5-8 College and Career</u> <u>5 Xello: Learning and Future Success</u> 6 Xello: School Subjects at Work 7 Xello: Learning Styles Lessons 7 Bully Unit/Lesson 3 The Effects of Sexual Harassment 8 Xello: Skills Lesson <i>Intentional Counseling Lessons and Services- MTSS Tier 2</i> CTE Lesson for Showcase Using Tier 2 data elements- https://bit.ly/susdtier2 Closing the Gap CARE Meetings Small Group (Session 1) <i>Responsive Services - MTSS Tier 3</i> SSTs <u>Indirect Student Services/Program Planning</u> - MTSS – Reminder out to teachers for Retention Guidelines - Parent coffee hour - Attendance Priority List- check-ins - Collaborate with teachers - New Student orientations - Small groups- 1 per trimester <u>Events/Initiatives</u> - o Oct 26-30 Red Ribbon Week “Make a Difference. Be a Hero. Stay Drug Free” - o Oct 28 Unity Day (Anti-Bullying)-Wear Orange - o Breast Cancer Awareness month - o School Safety Month	Character Trait: Acceptance Attendance Days - 15 <u>Dates to Remember</u> Monthly Counselor Meeting: 11/12 NO School- 11/10 Thanksgiving Break- 11/23-11/27 Data Day- (site scheduled) <u>Direct Student Services</u> <i>Core Curriculum Lessons- MTSS Tier 1</i> <u>K-4 Second Step Lessons (SEL CORE)</u> 3 Lesson 1: Recognizing Bullying 4 Lesson 1: Recognizing Bullying, Report & Refuse 5 Lesson 1: Recognizing Bullying, Report & Refuse <u>6-8 College & Career Lessons (CORE)</u> <u>8 College and Career Lesson</u> <i>Intentional Counseling Lessons and Services- MTSS Tier 2</i> Using Tier 2 data elements- https://bit.ly/susdtier2 Closing the Gap CARE Meetings Small Group (Session 2) <i>Responsive Services - MTSS Tier 3</i> SSTs <u>Indirect Student Services/Program Planning</u> - Bulletin Boards - MTSS - o if student is at risk for retention teachers must make comments on 1st Trimester report card to indicate this - Close out Counseling small groups (round 1) and prepare for round 2 - Invite 8th grade Small School Visit - Parent coffee hour - Attendance Priority List- check-ins - Collaborate with teachers - New Student orientations <u>Events/Initiatives</u> - o SUSD is Bully Free month - o Nov 9-13 Solidarity Week - o 8th Grade Showcase 11/2-4	Character Trait: Citizenship Attendance Days - 14 <u>Dates to Remember</u> Monthly Counselor Meeting: 12/10 Winter Break- 12/21-1/1/26 Data Day- (site scheduled) <u>Direct Student Services</u> <i>Core Curriculum Lessons- MTSS Tier 1</i> <i>Intentional Counseling Lessons and Services- MTSS Tier 2</i> Using Tier 2 data elements- https://bit.ly/susdtier2 Closing the Gap CARE Meetings Small Group (Session 2) <i>Responsive Services - MTSS Tier 3</i> SSTs <u>Indirect Student Services/Program Planning</u> - Bulletin Boards - MTSS - o Prepare Retention letters, teachers contact parents, set up SST dates - Counseling small groups (round 2) - Invite 8th grade Small School Visit - Parent coffee hour - Collaborate with teachers - New Student orientations - Scheduling <u>Events/Initiatives</u> - o KCRA Kids Can Food Drive

January 2027	February 2027	March 2027
Character Trait: Responsibility Attendance Days - 18 <u>Dates to Remember</u> Monthly Counselor Meeting: 1/14 No School-1/18 Non Contact Day- 1/27 Data Day- (site scheduled) <u>Direct Student Services</u> <i>Core Curriculum Lessons- MTSS Tier 1</i> 6-8 College & Career Lessons (CORE) 6 College and Career Lesson 7 College and Career Lesson 8th CCGI Lesson <i>Intentional Counseling Lessons and Services- MTSS Tier 2</i> Using Tier 2 data elements- https://bit.ly/susdtier2 Closing the Gap CARE Meetings Small Group (Session 2) <i>Responsive Services - MTSS Tier 3</i> SSTs <u>Indirect Student Services/Program Planning</u> - Bulletin Boards - MTSS - o Retention paperwork is due & should be sent home prior to the 90th day of school - o Retention SSTs - Close out Counseling groups (round 2) and prepare for round 3 - Parent coffee hour - Attendance Priority List- check-ins - Collaborate with teachers - New Student orientations - Scheduling <u>Events/Initiatives</u> - o High School Registration (College Readiness) - o Martin Luther King Jr. Day (Diversity) - o Jan 25-29 Cultural Awareness Week	Character Trait: Kindness Attendance Days - 18 <u>Dates to Remember</u> Monthly Counselor Meeting: 2/4 No School-2/8 & 2/15 National School Counselor Week Feb 1-5 Trimester 2 Ends- Data Day- (site scheduled) <u>Direct Student Services</u> <i>Core Curriculum Lessons- MTSS Tier 1</i> 3-5 College & Career Lessons (CORE) 3 C&C Lessons- Xello (Mission: Interests) 4 C&C Lessons- Xello (Mission: Skills) <i>Intentional Counseling Lessons and Services- MTSS Tier 2</i> Using Tier 2 data elements- https://bit.ly/susdtier2 Closing the Gap CARE Meetings Small Group (Session 2/3) <i>Responsive Services - MTSS Tier 3</i> SSTs <u>Indirect Student Services/Program Planning</u> - Pre- Reg 8th Grade to High Schools - Bulletin Boards - MTSS - o Retention SSTs - Counseling groups (round 3) - Parent coffee hour - Attendance Priority List- check-ins - Collaborate with teachers - New Student orientations - Scheduling <u>Events/Initiatives</u> - Acts of Kindness - o Feb 12 No One Eats Alone Day - o Focus on anti-bullying again - o National School Counselor week time to brag about counseling ☺	Character Trait: Self-Control/Effort Attendance Days - 16 <u>Dates to Remember</u> Monthly Counselor Meeting: 3/11 SPRING Break- 3/15-3/19 Holiday Break 3/26 & 3/29 Data Day- (site scheduled) <u>Direct Student Services</u> <i>Core Curriculum Lessons- MTSS Tier 1</i> K-2 College & Career Lessons (CORE) K C&C Lesson -Sparks 1 C&C Lesson -Sparks 2 C&C Lesson -Sparks Advisory Lessons (Can be used as restorative circle prompts) <i>Intentional Counseling Lessons and Services- MTSS Tier 2</i> Using Tier 2 data elements- https://bit.ly/susdtier2 Closing the Gap CARE Meetings Small Group (Session 3) <i>Responsive Services - MTSS Tier 3</i> SSTs <u>Indirect Student Services/Program Planning</u> - State Testing prep - Goal setting (how to make your own luck) - Bulletin Boards - MTSS - o Retention SSTs - Counseling groups (round 3) - Parent coffee hour - Attendance Priority List- check-ins - Collaborate with teachers - New Student orientations - Scheduling <u>Events/Initiatives</u> - o March 31 WhiteOUT Tobacco Day
April 2027	May 2027	June 2027

Character Trait: Trustworthiness Attendance Days - 22 Dates to Remember Monthly Counselor Meeting: 4/8 Data Day- (site scheduled) Direct Student Services <i>Core Curriculum Lessons- MTSS Tier 1</i> Example Lesson that can be given: Advisory Lessons (Can be used as restorative circle prompts) Test-taking skills Coping Skills Self Regulation Emotion Management <i>Intentional Counseling Lessons and Services- MTSS Tier 2</i> Using Tier 2 data elements- https://bit.ly/susdtier2 Closing the Gap CARE Meetings Small Group (Session 3) <i>Responsive Services - MTSS Tier 3</i> SSTs Indirect Student Services/Program Planning - Continue State Testing prep - MTSS - o Retention SSTs - Close out Counseling groups (round 3) - Parent coffee hour - Attendance Priority List- check-ins - Collaborate with teachers - New Student orientations - Schedule last Advisory Committee Meeting - Schedule Pre-Annual Admin Agreement <u>Events/Initiatives</u>	Character Trait: Fairness Attendance Days -18 Dates to Remember Monthly Counselor Meeting: 5/13 Last day of school- 5/26 Last Contract day- 5/27 Data Day- (site scheduled) Direct Student Services <i>Core Curriculum Lessons- MTSS Tier 1</i> Example Intentional Lessons that can be given: Advisory Lessons (Can be used as restorative circle prompts) Mental Health Awareness (Stress, Depression, etc.) Elementary Lesson Toolkit (K-5) Middle School Lesson Toolkit (6-8) <i>Intentional Counseling Lessons and Services- MTSS Tier 2</i> Using Tier 2 data elements- https://bit.ly/susdtier2 Closing the Gap CARE Meetings Small Group (Session 3) <i>Responsive Services - MTSS Tier 3</i> SSTs- Check CUMS to be sure SSTs are included Indirect Student Services/Program Planning - Teacher Appreciation Month - Review behavior expectations for end of the year - o MTSS (Final Retention SSTs) - Parent coffee hour - Attendance Priority List- check-ins - Collaborate with teachers - New Student orientations - Scheduling - Promotion ceremony - Close out MTSS info and organize - End of year report - Collaborate with teachers - Pre-Annual Admin Agreement <u>Events/Initiatives</u> - Teacher Appreciation - May 3-7 Student Mental Health Awareness Week	Character Trait: RELAX Have a great SUMMER!! Resources: HS Counselor Google Drive: https://goo.gl/7XQnVR K-8 Counselor Google Drive: ASCA Mindsets & Behaviors: https://bit.ly/SUSDASCAmindsets PLUS Dropbox https://goo.gl/rBBA9p MTSS Resources Character Traits https://goo.gl/14jh44 WhiteOut Tobacco Day: https://goo.gl/a3CZyp Kindness Folder: https://goo.gl/TMGiUa Unity Day: https://goo.gl/tyh50r Red Ribbon Week: https://goo.gl/FkUVGR Bullying Prevention https://goo.gl/Co1777 Second Step Advisory Committee Template Annual Admin Conference Pre Post folder 2026-2027 SUSD School Counseling Program Handbook Tier 1 Lesson Scope and Sequence Digital Resources
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