

<i>Program Activity or Service</i>	<i>Program Objectives</i>	<i>Tier &amp; Grade</i>	<i>Student Standard</i>	<i>Timeline</i>	<i>Staff and Resources</i>	<i>Evaluation and Assessment (process, perception and outcomes data)</i>
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## District/Program Goal: Intellectually Challenged and Academically Accomplished

### Grade 9 Transition Activities

8th to 9th grade Transition Evening programs for parents and students (including additional special education presentation).	<p>Students and parents will understand course offerings and graduation requirements.</p> <p>Students needing special education services will have an understanding of the variety of supports available.</p>	<p>Tier 1 Grade 8</p> <p>Tier 2 Grade 8</p>	M 4 B-LS 7 B-LS 9	January	FMS Counselors GHS Counselors GHS Administrators GHS Special Education Personnel	<p><b>Process:</b> All incoming 9th grade students and parents are invited to attend.</p> <p><b>Perception:</b> Families will complete a brief questionnaire assessing their confidence with selecting courses for 9th grade.</p> <p><b>Outcomes:</b> There will be fewer schedule changes at the beginning of 9th grade.</p>
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### Ongoing Academic Review

Counselors and administrators meet with students who are not passing all of their classes.	Students will be able to look at the effectiveness of their work habits and implement effective changes.	Tier 2 Grades 9-12	B-LS 3 B-SMS 1, 6, 8	Every five weeks throughout the academic year	Counselors, Administrators	<p><b>Process:</b> Students failing 2 or more classes will meet with their counselor and an administrator.</p> <p><b>Perception:</b> Students who meet with their counselor and/or administrator will leave the conversation with a concrete plan to improve their grades.</p> <p><b>Outcomes:</b> Students who meet with their counselor and/or administrator will improve their grades over the next five weeks.</p>
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<b>Course Planning</b>						
Counselors meet with students to review course recommendations for the following year.	Students will be able to select appropriate classes based on teacher recommendations and long term goals. Students will also look at their extracurricular involvement and set goals for the following year.	Tier 1 Grades 9-11	B-LS 9 B-SMS 5	January	Counselors	<b>Process:</b> 100% of students will meet with their counselor to plan their courses for the following year. <b>Perception:</b> Students will leave the meeting with a list of classes they hope to take the following year and information about how to request a different level of rigor than they were recommended for. <b>Outcomes:</b> Students will have an appropriate schedule at the opening of school.
Counselors meet with students and parents to create a four year plan for high school.	Students and parents will understand graduation requirements, diploma types and prerequisites for post high school plans. Students and parents will also understand the importance of activities outside of the classroom.	Tier 1 Grade 9	M 6 B-LS 6, 8, 10	March/April	Counselors	<b>Process:</b> All 9th grade students will actively participate in an individual meeting with their counselor to review the high school program. Parents will be invited to attend this meeting. <b>Perception:</b> All 9th graders will complete a four year plan for high school. <b>Outcomes:</b> Students will leave the meeting with a copy of their four year plan.

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## District/Program Goal: Globally Aware and Connected/Career and College Ready

### Grade 10 Career and College Activities

PreACT - Counselors provide information about the benefits of taking this tenth grade based pre-college entrance exam.	Students will be able to use their Pre-ACT report to inform preparation for the ACT and career planning.	Tier 1  Grade 10	M 4 B-LS 7 B-SS3	Fall	Counselors	<b>Process:</b> All 10th grade students will receive information about the Pre-ACT in classrooms. <b>Perception:</b> All 10th grade students will demonstrate their knowledge about the Pre-ACT and how to register to take the exam through questions posed in the classroom. <b>Outcomes:</b> 50% of 10th grade students will take the Pre-ACT
10th Grade Parent & Student Evening Program	Increased awareness of College planning steps as well as understanding the PreACT.	Tier 1  Grade 10	M 4, 5, 6 B-LS 7, 8, 9 B-SS 3	Winter	Counselors and college admissions representatives	<b>Process:</b> All students and parents will be invited to attend our 10th grade Evening Program. <b>Perception:</b> Families attending will complete an exit survey including noting something new they learned that evening. <b>Outcomes:</b> Families who attended will have a better understanding of college planning.
Career Interest Inventory (Naviance)	Students will gain knowledge about personal interests and relate it to career exploration and future.	Tier 1  Grade 10	M 4, 5 B-LS 5	December	Counselors	<b>Process:</b> All 10th grade students will take the Naviance Career Interest Inventory <b>Perception:</b> Students will have a better understanding of how to research potential future careers. <b>Outcomes:</b> All students will list in Naviance at least one potential career for further exploration.

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<b>Grade 11 College and Career Activities</b>						
PSAT - Counselors provide information about the benefits of taking this eleventh grade based pre-college entrance exam.	Students will use their on-line PSAT report to inform preparation for the SATs and establish their college board account.	Tier 1  Grade 11  (Tier 2 Grade 10)	M 4 B-LS 7	Fall	Counselors	<b>Process:</b> All 11th grade students will receive information about the PSAT in classrooms. <b>Perception:</b> All 11th grade students will demonstrate their knowledge about the PSAT and how to register to take the exam through questions posed in the classroom. <b>Outcomes:</b> 60% of 11th grade students will take the PSAT
How to Choose a College Program	Students/Parents will gain awareness about the college search process and admissions requirements.	Tier 1  Grade 11	M 4 B-LS 8, 9	November	Counselors, Admission Reps	<b>Process:</b> All 11th grade students and parents will be invited to attend our How to Choose a College Program <b>Perception:</b> Families attending will complete an exit survey including noting something new they learned that evening. <b>Outcomes:</b> Families who attend will have a better understanding of the college search process and admissions requirements.
College Planning Program	Families will gain awareness about college admissions, financial aid, NCAA, ROTC/Military, special education.	Tier 1  Grade 11	M 4 B-LS 5, 7, 9	January	Counselors, Admissions Reps, Financial Aid Reps, Athletic liaisons, Military	<b>Process:</b> All 11th grade students and parents will be invited to attend our College Planning Program <b>Perception:</b> Families attending will complete an exit survey including noting something new they learned that evening. <b>Outcomes:</b> Parents and students

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						who attend the evening program will already have a baseline understanding of the process when they meet with their counselor individually.
Junior Meetings	Students will gain awareness of career searches, college searches, admission requirements.	Tier 1 Grade 11	M 4 B-LS 8 B-SS 5	Spring	Counselors	<p><b>Process:</b> All 11th grade students will actively participate in an individual meeting with their counselor to review post high school plans. Parents will be invited to attend this meeting.</p> <p><b>Perception:</b> Students and counselors will complete the 11th grade post high school planning worksheet.</p> <p><b>Outcomes:</b> Students will leave the meeting knowing the next steps they need to take to pursue their goals.</p>
<b>Grade 12 College and Career Activities</b>						
Evening program for seniors and their parents regarding the college application process	Students and parents will be able to apply to colleges using Naviance and the common application as well as complete other applications.	Tier 1 Grade 12	M 4 B-LS 4	September	Counselors	<p><b>Process:</b> All 12th grade students and their parents will be invited to attend this evening meeting.</p> <p><b>Perception:</b> Families attending will complete an exit survey including noting something new they learned that evening.</p> <p><b>Outcomes:</b> Students will come to their individual meetings with their counselors already immersed in the college application process.</p>

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"Writing the College Essay" evening program for students and parents	Students will have an understanding of how to write a college admissions essay	Tier 1 Grade 12	M 4, 6 B-LS 2	September	Counselors, Admission Representative	<p><b>Process:</b> All 12th grade students and their parents will be invited to attend this evening meeting.</p> <p><b>Perception:</b> Students will answer the question "What are your thoughts about your college essay?" upon entering the workshop and then answer the question "How have your ideas changed since hearing the presentation?" after the session.</p> <p><b>Outcomes:</b> Students will have more confidence when writing their application essays.</p>
Financial Aid Evening Program for Students and Parents	Parents and students will have the necessary knowledge to complete the financial aid forms required at colleges.	Tier 1 Grade 12	M 4 B-SS 6	October	Counselors, Financial Aid Rep	<p><b>Process:</b> All 12th grade students and their parents will be invited to attend this evening meeting.</p> <p><b>Perception:</b> Families will complete an exit survey including the statements "One thing I learned this evening;" and "One thing I still have a question about."</p> <p><b>Outcomes:</b> Families will feel more comfortable completing financial aid forms for college.</p>
FAFSA completion evening program for parents and students	Parents and students will receive help in completing their FAFSA online.	Tier 1 Grade 12	M 4 B-SS 6	October	Counselors, Financial Aid Reps	<p><b>Process:</b> All 12th grade students and their parents will be invited to attend this evening meeting.</p> <p><b>Perception:</b> Informal evaluation upon individual meeting conclusion.</p> <p><b>Outcomes:</b> Families will be able to begin (and possibly complete!) their FAFSA online.</p>

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College Instant Admission Day	Students will apply to college and be notified of admission decision immediately.	Tier 1  Grade 12	M 4, 6 B-LS 5, 7	October	Counselors, Admission Reps	<p><b>Process:</b> Students will sign up as appropriate for individual appointments to meet with specific college representatives and will complete the applications ahead of time.</p> <p><b>Perception:</b> Students will complete a brief exit survey about their experience.</p> <p><b>Outcomes:</b> Students will apply to college and receive admission decisions on the spot.</p>
Ongoing drop-in meetings with students regarding the post high school planning process.	Students will be able to move forward completing their college applications or other post high school paperwork.	Tier 2  Grade 12	M 4, 5 B-SMS 2, 3, 4	September-June	Counselors	<p><b>Process:</b> Students will schedule appointments to meet with counselors and counselors will reach out to students to check in.</p> <p><b>Perception:</b> Informal evaluation of place in the process of pursuing post high school plans.</p> <p><b>Outcomes:</b> Students will complete college applications or make other formal plans regarding what they will do after they leave high school.</p>
Senior Post High School Plan Surveys	Students will confirm their plans upon completion of high school	Tier 1  Grade 12	M 4 B-LS 5, 7	May	Counselors	<p><b>Process:</b> All 12th graders will come to the Counseling Center to complete an online survey about their post high school plans.</p> <p><b>Perception:</b> Completion of the survey.</p> <p><b>Outcomes:</b> Counselors will know where to send a student's final transcript.</p>

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### College and Career Activities for Students in Grades 9 - 12

Evening College Fairs	Students and parents will be informed of the different offerings and admission requirements at different colleges as well as military opportunities.	Tier 1  Grades 9-12	M 4 B-LS 1, 5, 7	September, April	Counselors, Admission Reps	<p><b>Process:</b> All high school students and their families will be invited to attend the high school college fairs.</p> <p><b>Perception:</b> Conversations with families about what they are learning as they walk around.</p> <p><b>Outcomes:</b> Students and parents will leave the college fair with information about specific colleges and programs.</p>
Counseling Center Website Information Sharing	Students, parents and other community members will have access to relevant information regarding high school requirements and opportunities as well as post high school planning.	Tier 1  Grades 9-12	M 1 B-LS 5	July-June	Counselors	<p><b>Process:</b> All families have access to information provided.</p> <p><b>Perception:</b> We will track usage of our website.</p> <p><b>Outcomes:</b> Students and parents will be able to access information provided by the Counseling Center from home.</p>



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## District/Program Goal: Healthy, Safe and Engaged; Social Emotional Development

### Transitioning to High School/GHS Activities

9th Grade Parent Night	Parents will be informed how to best support their child/children as they transition to the high school.	Tier 1  Grade 9	M 3 B-SMS 10	Early September	Counselors Administrators	<b>Process:</b> All 9th grade parents will be invited to attend this program prior to Open House. <b>Perception: A brief exit survey regarding parent perceptions of high school and counseling program.</b> <b>Outcomes:</b> Parents will have an understanding of the expectations of high school and who to contact with concerns.
All 9th graders "Get to Know You" Small Group meetings	All 9th graders will establish a connection with their counselor in order to successfully transition to GHS.	Tier 1  Grade 9	M 3 B-SS 3 B-SMS 10	2nd week in September	Counselors	<b>Process:</b> All 9th graders will come to the Counseling Center to meet with their counselor. <b>Perception:</b> Students will complete the 9th grade introduction form which includes space for asking questions. <b>Outcomes:</b> Students will know who their counselor is.
Individual student follow up meeting with new registrants to monitor their transition to GHS	New students successfully transition to GHS.	Tier 2  Grades 9-12	M 3 B-LS 8 B-SMS 10 B-SS 2, 3	Ongoing	Counselors	<b>Process:</b> Each new registrant will be invited to meet with their counselor within the first two weeks after they start classes. <b>Perception:</b> Individual discussions about success/needs. <b>Outcomes:</b> Students who transition to Guilderland during high school will be successful academically and socially.

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Academic and Personal Services/ Support after extended absence	Students will receive support with their re-entry plan.	Tier 3  Grades 9-12	M 1 B-LS 7, B-SMS 7	Ongoing	Counselors Administrators Social Workers	<b>Process:</b> Each student will meet with their counselor upon returning from an extended absence from GHS. <b>Perception:</b> Individual conversations about successes and needs. <b>Outcomes:</b> Students will feel supported as they readjust to the routines of GHS.
<b>Ongoing Growth and Development</b>						
Consulting and communicating with parents via e-mail, phone calls and conferences.	Provide support to students and parents	Tier 2  Grades 9-12	B-LS 7, 9	Ongoing	Counselors	<b>Process:</b> Counselors will reach out to families with specific concerns about students and will respond when parents reach out to the counselor. <b>Perception:</b> Individual conversations about successes and needs. <b>Outcomes:</b> Students will feel supported and hopeful as they work through high school.
Individual Counseling Support	Students will demonstrate social and/or emotional growth	Tier 3  Grades 9-12	M 2 B-LS 4 B-SMS 7	Ongoing	Counselors Administrators	<b>Process:</b> Counselors will work with students individually to look at what might be getting in the way of success in high school and how to make adjustments. <b>Perception:</b> Students will earn passing grades. <b>Outcomes:</b> Students will meet graduation requirements.

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<b>School wide programming</b>						
Mental Health Curriculum in Physical Education Class and Health Class	Students will have a clearer understanding of mental health issues and how to seek help for themselves or someone they care about. Topics include mental health and mental illness definitions, feelings/emotions, stress, mental disorders/illnesses, depression, suicide, grief, death, treatments for mental disorders/illnesses and resources for help.	Tier 1  Grades 9-12	M 1 B-SMS 6, 9 B-SS 9	Ongoing	PE and Health Teachers	<p><b>Process:</b> All students must complete a health class and PE during high school.</p> <p><b>Perception:</b> Ongoing assessments in class.</p> <p><b>Outcomes:</b> Students will have a better understanding of individual needs of students and themselves and be able to ask for help if they need it.</p>
NCBI	Students will have a better understanding of how other students feel and ways to show support and acceptance.	Tiers 1 & 2  Grades 9-12	M 3 B-SS 2, 4, 7	Ongoing	Counselors, teachers	<p><b>Process:</b> Classes and individual students will participate in the NCBI training.</p> <p><b>Perception:</b> Students will share one personal goal and one highlight from the training.</p> <p><b>Outcomes:</b> Students will be supportive and accepting of differences within our school community.</p>

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Sources of Strength	Students will be able to build upon their strengths as well as help others to build upon their strengths to be happier and negotiate difficult times more skillfully.	Tiers 1 & 2  Grades 9-12	M 3 B-SS 2, 4, 8	Monthly	Counselors, administrators, teachers	<p><b>Process:</b> Students will participate in ongoing trainings to build capacity for sensitivity and using strengths to help themselves and others in the community.</p> <p><b>Perception:</b> Students will identify strengths that help them through difficult times.</p> <p><b>Outcomes:</b> Students will be able to identify and seek help for others in the school community who are in need.</p>
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