

COMPREHENSIVE SCHOOL COUNSELING PROGRAM DELIVERY SYSTEM
for Palmyra Area Middle School
2016-17

Guidance Curriculum Provide developmental, comprehensive guidance program content in a systematic way to all students preK-12.	Prevention, Intervention and Responsive Services Addresses school and student needs.	Individual Student Planning Assists students and parents in development of academic and career plans.	System Support Includes program, staff and school support activities and services.
Purpose Student awareness, skill development and application of skills needed to achieve academically and be career and college ready by graduation.	Purpose Prevention, Intervention and Responsive services to groups and/or individuals.	Purpose Individual student academic and occupational planning, decision making, goal setting and preparing for academic transitions.	Purpose Program delivery and support.
Academic Teach Classes <i>6th – Naviance curriculum (self-confidence, responsibility, career interests, strengths, college myths)</i> <i>7th – Naviance curriculum, bullying</i> <i>8th – Naviance, course selection, GPA, class rank, transcripts</i> 7 th grade Outdoor Education Program	Academic Parent/Teacher Student Conferences Student Observations Individual Counseling Small Group Counseling Support Group/Connection Survey Peer Mentor Sign-ups/Training Failure List/Letters 5 th Grade Orientation Planning/Transition IEP/504 meetings	Academic Team meetings with students present K-BIT testing Communicate and meet with blended students and parents as needed Attend alternative education meetings with students and parents as needed	Academic Back to School Night Attend/ provide input for MDE/504 evaluations/referrals IST meetings Potential Failure Reports/Letters Parent Communication Coordinate parent meetings In-Service/ Professional Development Scheduling new students/schedule changes Review and update student files Prepare and update class lessons Coordinate homebound instruction for students

	<p>Parent Meetings</p> <p>Team meetings</p> <p>Meet with failing students</p> <p>New student orientation/tours</p> <p>Peer Mentoring program</p> <p>LIFT meetings</p> <p>6th graders and counselor to visit 5th grade classrooms</p> <p>Coordinate High School Course Selection</p> <p>Collaborate with school team professionals (administration, nurse, social worker, school psychologist, attendance secretary)</p>		<p>5th grade orientation planning</p> <p>PSSA testing preparation/administration/make-up (staff training and accommodations for students)</p> <p>5th grade parent orientation meeting</p> <p>Keystone Exam preparation/administration/make-up</p> <p>SAP reporting data</p> <p>Professional Development</p> <p>Note Counselor</p> <p>Team meetings</p> <p>Budget Planning</p> <p>School Counselor website</p>
<p>Career</p> <p>7th grade Career Fair</p> <p>Teach Classes 6th – 8th Naviance, post-secondary, and career exploration booklets for 6th grade students; career exploration program for all students</p> <p>8th grade course selection for high</p>	<p>Career</p>	<p>Career</p> <p>Post-secondary planning with IEP students during annual review meetings</p>	<p>Career</p> <p>7th grade career fair survey and planning</p> <p>Professional Development</p> <p>Note Counselor</p> <p>Budget Planning</p> <p>LCCA meetings</p> <p>School Counselor website</p>

<p>school</p> <p>LCCTC visit for 8th graders</p> <p>Career Portfolio for all students</p> <p>Academic/Career plan for all students</p>			
<p>Personal/Social</p> <p>Teach Classes 6th – 8th <i>Naviance, post-secondary, and career exploration program</i></p> <p>7th grade Outdoor Education Program</p>	<p>Personal/Social</p> <p>Individual counseling as needed</p> <p>Small Group counseling as needed</p> <p>LIFT meetings</p> <p>Team meetings</p> <p>Red Ribbon Week activities</p> <p>Parent meetings</p> <p>Crisis response</p> <p>Referrals for outside services/school-based counseling</p> <p>Outside Agency Collaboration</p> <p>Peer Mentoring/training</p> <p>Support group/connection survey</p> <p>Parent/teacher conferences</p> <p>Meeting with failing students</p> <p>New student tours/</p>	<p>Personal/Social</p> <p>Parent Communication</p> <p>Team meetings with students present</p> <p>Coordinate parent meetings</p> <p>Individual Counseling</p>	<p>Personal/Social</p> <p>4 C's tickets</p> <p>5th grade orientation planning</p> <p>Review and update student files</p> <p>Update/share TLC lists with teachers/counselors</p> <p>SAP reporting data</p> <p>Parent communication</p> <p>Professional Development</p> <p>Note Counselor</p> <p>Budget planning</p> <p>LCCA meetings</p> <p>School Counselor website</p>

	<p>Orientation</p> <p>504/MDE/IEP meetings</p> <p>Mix it up at lunch</p> <p>Girls Night Out 5th grade orientation/transition planning</p> <p>Select 6th grade students to help with 5th grade orientation</p> <p>5th grade tours of middle school</p> <p>8th grade tour/orientation to high school</p> <p>Collaborate with school team professionals (administration, nurse, social worker, school psychologist, attendance secretary)</p>		
<p>Counselor Role</p> <p>Classroom Guidance Lessons, Consultation, Coordination with Community and Business Stakeholders for Career Fair</p>	<p>Counselor Role</p> <p>Provide individual and group counseling, consultation, parent conferences, participate in LIFT meetings</p>	<p>Counselor Role</p> <p>Individual counseling, students support meetings, portfolio development</p>	<p>Counselor Role</p> <p>Special Education meetings, testing coordination, coordination with counselors/teachers for 5th and 8th transitions to school</p>
<p>Percentage of Time</p> <p>25%</p>	<p>Percentage of Time</p> <p>30%</p>	<p>Percentage of Time</p> <p>20%</p>	<p>Percentage of Time</p> <p>25%</p>

(From ASCA Workbook, page 59)