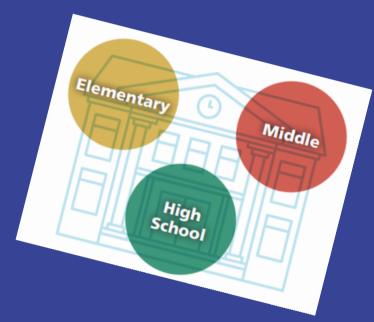


# **School Counseling Department**

### School Counseling Program

The School Counseling program is an integral piece of the overall educational process. School Counselors provide a comprehensive program that supports students' academic, personal, social/emotional and career development. Growth and learning are developmental; therefore, guidance must be developmental and sequential. The need for guidance begins with pre-school entrance and continues throughout life.

The Comprehensive School Counseling Program is a K-12 developmental program that is concerned with all students while recognizing the fact that individuals have needs that will continue to require special attention. As a result, the comprehensive guidance program is for all students and becomes developmental rather than crisis-oriented.



#### What do Elementary Counselor Do?

Elementary School Counselors assist students in learning the skills and attitudes necessary to be successful learners. They help students learn that the classroom is their first workplace and that communication, decision-making, interpersonal and career awareness skills are important to their success.



### **Your School Counselor**

Ms. T. Cox 314-524-4821, ext. 1500 tcox@fergflor.org



The mission of Bermuda's comprehensive school counseling program is to provide a developmentally appropriate learning environment that focuses on the social-emotional learning and academic growth of our young learners while fostering a strong school-to-home partnership.

## **Annual School Counseling Plan**

Month	Guidance Curriculum	System Support	Responsive Services	Individual Planning	Profession al Developme nt
Ongoing Activities	Conducting Guidance Lessons, Guidance Curiculum Planning	Records - review new student documents in Tyler, complete Time & Task Analysis form & Progress Reports, complete Medicaid RMS Sample form (as selected), attend SELT & staff mtgs. Building Liasion for Operation Food Search (Operation Backpack) & additional duties assigned by principal. PBIS school-wide celebration 2x/monthly (Fridays 10-10:30am) to recognize our Student of The Month for each grade level (Kdg, 1st, 2nd), students with perfect attendance, class with highest percentage of completed Imagine Reading & Math, and the student with the highest number of completed Imagine Reading and Math assessments.	Contacting parents/guardians of students with attendance issues, Response to Intervention (RTI), Care Team Committee Chair (schedule, organize), Check N Connect (Check In and Check Out) identified students, complete SSD packets, attend scheduled & unscheduled parent/teacher conf, complete suicide risk screeners & assessments & Hot Ilne Reports (as needed)	Complete SSD computerized transfer/reactivation form for new students with IEP's and submit to SSD intake, attend SSD eligibilty conf & IEP mtgs, monitor SSD MIS SPE tag sheet, follow dist procedures for notifying 504 dist specialist about new students with 504 Plans & complete paperwk, Care Team Mtgs, PROBE & PROBE referral	MEES Evaluation Tool for 2022-23
August		*Meet The Teacher Night on 8/16/22			
September	Topic: Bullying Lessons. Missouri Comprehensive Guidance Content Standard PS3: Applying Personal Safety Skills & Coping Strategies	*Bermuda Open House/PBIS Night 9/20/22	Referrals for students for Great Circle and/or Pinocchio Program (as needed), Individual and small groups (as needed), consult with Great Circle (GC) therapist & Pinnocchio counselor to discuss students progress	Inservice teachers on new procedures for Care Team Process, Hot Line Procedures and Suicide Procedures on 9/6/22	
October	Topic: Safe & Unsafe Touch lessons. Missouri Comp Guid Content Standard PS3: Applying Personal Safety Skills & Coping Strategies. Topic: Friendships lessons (4 lessons, 1 per week) with 2nd grade with PreventEd. Missouri Comp Guid Content Standard PS2: Interacting with Others in Ways that Respect Individual & Group Differences.	*Family Focus/Reading Night 10/18/22 *Parent teacher conferences 10/24/22-10/27/22 *Red Ribbon Week 10/23/22- 10/31/22	Referrals for students for Great Circle and/or Pinocchio Program (as needed), Individual and small groups (as needed), consult with Great Circle (GC) therapist & Pinnocchio counselor to discuss students progress		
November	Topic: Friendships lessons (4 lessons, 1 per week) with Kdg and 1st grade with PreventEd. Missouri Comp Guid Content Standard PS2: Interacting with Others in Ways that Respect Individual & Group Differences.		Referrals for students for Great Circle and/or Pinocchio Program (as needed), Individual and small groups (as needed), consult with Great Circle (GC) therapist & Pinnocchio counselor to discuss students progress		
December	Topic: Discover lessons with Girl Scouts. Missouri Comp Guid Content Standard PS2: Interacting with Others in Ways that Respect Individual & Group Differences	*Family Focus/Winter Concert 12/6/22	Referrals for students for Great Circle and/or Pinocchio Program (as needed), Individual and small groups (as needed), consult with Great Circle (GC) therapist & Pinnocchio counselor to discuss students progress		

Month	Guidance Curriculum	System Support	Responsive Services	Individual Planning	Professional Development
Ongoing Activities	Conducting Guidance Lessons, Guidance Curiculum Planning	Records - review new student documents in Tyler, complete Time & Task Analysis form & Progress Reports, complete Medicaid RMS Sample form (as selected), attend SELT & staff mtgs. Building Liasion for Operation Food Search (Operation Backpack) & additional duties assigned by principal. PBIS school-wide celebration 2x/monthly (Fridays 10- 10:30am) to recognize our Student of The Month for each grade level (Kdg, 1st, 2nd), students with perfect attendance, class with highest percentage of completed Imagine Reading & Math , and the student with the highest number of completed Imagine Reading and Math assessments.	Contacting parents/guardians of students with attendance issues, Response to Intervention (RTI), Care Team Committee Chair (schedule, organize), Check N Connect (Check In and Check Out) identified students, complete SSD packets, attend scheduled & unscheduled parent/teacher conf, complete suicide risk screeners & assessments & Hot line Reports (as needed)	Complete SSD computerized transfer/reactivation form for new students with IEP's and submit to SSD intake, attend SSD eligibilty conf & IEP mtgs, monitor SSD MIS SPE tag sheet, follow dist procedures for notifying 504 dist specialist about new students with 504 Plans & complete paperwk, Care Team Mtgs, PROBE & PROBE referral	MEES Evaluation Tool for 2022-23
January	Topic: Connect lessons with Girl Scouts. Missouri Comp Guid Content Standard PS2: Interacting with Others in Ways that Respect Individual & Group Differences		Referrals for students for Great Circle and/or Pinocchio Program (as needed), Individual and small groups (as needed), consult with Great Circle (GC) therapist & Pinnocchio counselor to discuss students progress	Schedule and attend Early Ed IEP mtgs	
February	Topic: Take Action lessons with Girl Scouts. Missouri Comp Guid Content Standard PS2: Interacting with Others in Ways that Respect Individual & Group Differences		Referrals for students for Great Circle and/or Pinocchio Program (as needed), Individual and small groups (as needed), consult with Great Circle (GC) therapist & Pinnocchio counselor to discuss students progress	Schedule and attend Early Ed IEP mtgs	
March	Topic: Child Abuse Prevention Program (CAPP) lessons. Missouri Comp Guid Content Standard PS3: Applying Personal Safety Skills & Coping Strategies	*Family Focus/Science Night 3/7/23	Individual and small groups (as needed)	Schedule and attend Early Ed IEP mtgs	
April	Topic: Being Responsible at School. Missouri Comp Guid Content Standard PS4: Applying Skills Needed for Educational Attainment	*Family Focus/Spring Concert 4/18/23 *Kindergarten Roundup	individual and small groups (as needed)	Schedule and attend Early Ed IEP mtgs	
May	Topic: Understanding and Handling Change (transition) lessons. Missouri Comp Guid Content Standard PS3: Applying Personal Safety Skills & Coping Strategies		individual and small groups (as needed)	Schedule and attend Early Ed mtgs	

## **Small Groups**

(Based on building needs) Friendship Skills Building and Maintaining Friendships Being A Responsible Student Conflict Resolution



# Outside Agencies PINOCCHIO A School-Based Program for Children Kindergarten Through Third Grade

**Resources:** <u>Who are School Counselors</u> <u>ASCA - The Role of The School Counselor</u> <u>ASCA - The Essential Role of Elementary School Counselors</u> <u>DESE Comprehensive School Counseling Program</u>