

# Annual Agreement

School Counselor April Moss

Year 2018-2019

## School Counseling Program Mission Statement

**The mission of Paris Elementary School's school counseling program is to provide a comprehensive, developmental counseling program addressing the academic, career and personal/social development of all students. In partnership with other educators, parents or guardians and the community, school counselors facilitate the support system to ensure all students at Paris Elementary School are provided and have established norms, values and expectations that support people feeling socially, emotionally and physically safe.**

## School Counseling Program Goals

The school counseling program will focus on the following achievement, attendance and/or behavior goals this year. Details of activities promoting these goals are found in the curriculum, small-group and closing-the-gap action plans.

### Program Goal Statements

- |   |   |
|---|---|
| 1 | To help students understand themselves as learners and encourage them to develop skills that will enable them to reach their academic potential.      |
| 2 | To provide students with the opportunity to assess personal interests and aptitudes in relation to career interest.                                   |
| 3 | To assist students to develop appropriate problem-solving and decision making skills to resolve conflicts to accept responsibility for their choices. |

**Use of Time**

I plan to spend the following percentage of my time delivering the components of the school counseling program. All components are required for a comprehensive school counseling program.

| Planned Use                         |                       | Recommended  |  |
|-------------------------------------|-----------------------|--|--|
| Direct Services to Students         | <u>25%</u><br>percent | School counseling core curriculum                            | Provides developmental curriculum content in a systematic way to all students                |
|                                     | <u>25%</u><br>percent | Individual student planning                                  | Assists students in the development of educational, career and personal plans                |
|                                     | <u>20%</u><br>percent | Responsive services  | Addresses the immediate concerns of students   |
| Indirect Services for Students      | <u>10%</u><br>percent | Referrals, consultation and collaboration                    | Interacts with others to provide support for student achievement                             |
| Program Planning and School Support | <u>20%</u><br>percent | Foundation, management and accountability and school support | Includes planning and evaluating the school counseling program and school support activities |

80 percent or more

20 percent or less

**Advisory Council**

The school counseling advisory council will meet on the following dates.

October 2018

February 2019

**Planning and Results Documents**

The following documents have been developed for the school counseling program.

- Annual calendar
- Curriculum action plan
- Small-group action plan
- Closing-the-gap action plans
- Results reports (from last year's action plans)

**Professional Development**

I plan to participate in the following professional development based on school counseling program goals and my school counselor competencies self-assessment.

ARSCA Conference, Eschool training

**Caseload and School Counselor's Responsibilities**

Indicate how students are assigned to the school counselor's caseload and the specific responsibilities assumed by the school counselor.

|                                   |                                     |   |
|-----------------------------------|-------------------------------------|---|
| Caseload Defined by:              | <input type="checkbox"/>            | Alpha: last names beginning with _____ to _____ |
|                                   | <input type="checkbox"/>            | Grade level: students in grades: _____          |
|                                   | <input checked="" type="checkbox"/> | All students in building                        |
|                                   | <input type="checkbox"/>            | Other: _____                                    |
| School Counselor Responsibilities | <b>Direct Student Services</b>      |   |
|                                   | <input checked="" type="checkbox"/> | School Counseling Core Curriculum               |
|                                   | <input type="checkbox"/>            | Academic Advisement                             |
|                                   | <input checked="" type="checkbox"/> | Individual Student Planning                     |
|                                   | <input type="checkbox"/>            |   |
|                                   | <b>Responsive Services</b>          |   |
|                                   | <input checked="" type="checkbox"/> | Individual Counseling                           |
|                                   | <input checked="" type="checkbox"/> | Small Groups                                    |
|                                   | <input checked="" type="checkbox"/> | Crisis Response                                 |
|                                   | <input type="checkbox"/>            |   |
|                                   | <b>Indirect Student Services</b>    |   |
|                                   | <input checked="" type="checkbox"/> | Referrals to Community Agencies                 |
|                                   | <input type="checkbox"/>            |   |
| <b>Special Programs</b>           |                                     |   |
| <input type="checkbox"/>          |                                     |   |
| <input type="checkbox"/>          |                                     |   |
| <b>Other</b>                      |                                     |   |
| <input type="checkbox"/>          |                                     |   |
| <input type="checkbox"/>          |                                     |   |

**Professional Collaboration and Responsibilities**

Choose all that apply.

| Group                                     | Weekly/Monthly | Coordinator   |
|---|----------------|---------------|
| School Counseling Team Meetings           |                |               |
| Administration/School Counseling Meetings |                |               |
| Student Support Team Meetings             | Monthly        | Alan Anderson |
| Department Chair Meetings                 | Monthly        | Alan Anderson |
| School Improvement Team Meetings          | Monthly        | Alan Anderson |
| District School Counseling Meetings       |                |               |
| Other                                     |                |               |

**Budget Materials and Supplies** Annual budget: \$ 2,000.00

Materials and supplies needed:

Marble Fidget Toys, Fidget Kick Bouncy Chair Bands, Wobble/Wiggle Chair, Liquid Motion Bubbler, Sensory Rings, Zen Garden Sand, Hawaiian Leis, Ribbon Week bracelets

**School Counselor Availability/Office Organization**

The school counseling office will be open for students/parents/teachers from 7:40 a.m. to 3:30 p.m.

**Role and Responsibilities of Other Staff and Volunteers**

School counseling department assistant \_\_\_\_\_

Attendance assistant clerk Jennifer Fields

Data manager/registrar Debbie Featherston

Career and college center assistant \_\_\_\_\_

Other staff Renia Fairbanks

Volunteers \_\_\_\_\_

School Counselor Signature

*April Moss*

Principal Signature

*Alan Anderson, PES Principal*