

Student Service Plan
Counseling Services
Armored School District

Revised 11/24/18

The Role of School Counselor in the Armored School District

School counselors help all students in establishing individual, group and classroom contacts with them, collaborating with teachers, parents and coordinating with other school and community guidance resources. The clinical skills and knowledge base of the counselor are more effectively used if effort is directed in an organized way toward making the school, the teachers, the community and the curriculum sensitive to those aspects of personal development most associated with life success.

Counselors serving different school populations function differently, due primarily to variations in the developmental stages of students and in school organization. Whatever the setting, however, counseling and guidance are functions integral to the student successes that are maximized when counselors collaborate with others.

Guidance Mission Statement

Good guidance is establishing climates where teachers and students can talk and listen with understanding. When students feel good about themselves, good about their teachers, and confident of their goals they feel good about learning. At Armored School District, our mission is to provide a place where these climates and feelings occur.

Guidance and Counseling Philosophy

Guidance and counseling is that part of education which provides the foundation for helping the individual to discover his/her needs, to assess his/her potentialities, and to develop life goals that are individually satisfying and socially desirable.

The primary goal of guidance and counseling personnel is to have a comprehensive, developmental guidance and counseling program in Armored.

A comprehensive program is one designed to meet the needs of all students, to ensure that each student receives maximum benefit from our educational system, and to provide educational experiences designed to encourage growth toward maturity and success.

A comprehensive guidance program is one in which all students; teachers and parents have access to the service of the counselor. We recognize that guidance responsibilities are shared at the home, community, and the school. However, the school will have a major responsibility for providing adequate service for all students.

A developmental counseling program is one in which normal, ordered and patterned process of change which occur during the

maturity of children is attended. Counselors are knowledgeable of normal developmental stages of children and coordinate educational experiences and services to foster positive growth.

Guidance and counseling services

- Level: K-12
- Needs: Students need access to the counselor on an individual basis and need an opportunity to discuss in private personal growth and areas of concern.
- Goal: To provide a place and time for private consultation in a non-threatening climate.
- Basic Service: **Individual Counseling**
- Objectives: Help the student strive to reach his/her goals and resolve his/her personal conflicts or concerns.
- Activities: Decision making skills
Role Playing
Discussion
Developing self-awareness
Conflict resolution skills
Problem Solving
Behavior modification
Assertiveness training
Responsibility
Skills for dealing with changing family constellation
Bullying
Anger Management
- Evaluation Plan: Verbal or written feedback by any of the following
Student
Parent
Teacher
Peers

- Level: K-12
- Needs: Students need access to the counselor on an individual basis.
- Goal: To provide an easily understood and readily available system.
- Basic Service **Individual Counseling**
- Objectives: Student will have the opportunity to use self-referral methods or may be referred by teachers or parents.
- Activities: Students may fill out a request to see the counselor.
Students may verbally request to see the counselor.
Parents may request to see the counselor.
Teachers may refer students to the counselor.
- Open Door Policy**
- Evaluation Plan: Students feedback as to how the referral system meets their needs.
Parent/Teacher follow up may be utilized.

- Level:** K-12
- Needs:** Students need an opportunity to interact with other students to address similar problems or concerns.
- Goal:** To provide small groups to meet the needs of the students.
- Basic Service:** **Small Group Counseling**
- Objectives:** Students will have the opportunity to experience personal, social and academic growth through participation in small group counseling. Students will have the opportunity to develop leadership and helping skills through participation.
- Activities:** Topics for Small Group Counseling may include: minority and multicultural awareness, sexual equity, study skills, conflict resolution, drugs/alcohol, decision making, stress, self-esteem, students in danger of failure, behavior problems, and grief.
- Evaluation Plan:** Written or verbal evaluation by students, counselor, teacher, or parent.

- Level: K-12
- Needs: Students need an opportunity to develop and expand their knowledge of self and others and need to be able to use this information toward responsible decision making.
- Goal: To provide classroom guidance to meet the needs of all students.
- Basic Service: **Classroom Guidance**
- Objectives: Students will participate in regular classroom guidance activities directed toward personal development, social skills, self esteem, and decision making, career awareness/planning but not limited to.
- Activities: Group Discussion
Guest speakers
Classroom Activities
Classroom games
Classroom lessons
Classroom artwork
VHS/DVD
- Evaluation Plan: Student Counseling Evaluation

Level:	K-12
Needs:	Students need to become aware of the role of the school counselor as well as helping programs available and how to obtain the services.
Goal:	To provide each student with an awareness of the counselor's role and the total guidance and counseling program.
Basic Service:	Program Orientation
Objectives:	During the first month of school, the counselor will visit all classrooms with information about the guidance and counseling program. During April/May the counselor will visit the 6 th grade classrooms to provide information about the high school and Smart Core/Common Core. Students will attend A Day On Campus-orientation for Junior High. At the high school level college fairs, student/parent informational workshops will be offered.
Activities:	Orientation of counseling services, for parents of upcoming Jr. High students, as well as all new students upon arrival.
Evaluation Plan:	Student/Counselor Evaluation

Level:	K-12
Needs:	Students need to develop appropriate social skills and respect for cultural differences.
Goals:	To assist students in developing positive social skills and acceptance of cultural differences.
Basic Service:	Group Conflict Resolution
Objectives:	Students will practice positive social skills and multi cultural acceptance.
Activities:	Classroom guidance units on: Cultural differences Cultural awareness Black History Acceptance of self and others Similarities and differences Responsibility to self and others Self-esteem Friendship Social Skills Cooperative Learning Choices Small groups Individual counseling “Teaching Tolerance” Mix It Up Lunch
Evaluation:	Record of units or groups on file.

- Needs: Parents need skills, support and information to be more effective in dealing with their children at home.
- Goal: Parent will be provided an opportunity to receive current information, develop skills and be given support to enrich their parental relationships.
- Basic Service: **Parent Training**
- Activities: Parents will be sent a newsletter with articles especially for parents dealing with relevant issues.
Parents Make A Difference Night
Parental Workshops/Guest Speakers
Parent Center Sponsored Activities

Level:	K-12
Needs:	Teachers, administrators, parent/guardians and others need access to the school counselor as a consultant.
Goal:	The counselor will be available for consultation with teachers, administrators, parents/guardians and others.
Basic Service:	Consultation
Objectives:	The counselor will be available to consult with teachers, administrators, and parents/guardians, and others.
Activities:	<p>Consult concerning student:</p> <ul style="list-style-type: none"> Retention and placement Assist in the identification of children with academic, social, and emotional problems Work with support agencies for referral purposes as needed Serve as team members of special school teams Assist with outside programs Serve as principal's designee for awards, conferences, etc. Parent/Teacher Conferences School Events/Special Presentations/Inservice
Evaluation Plan:	Evidence on file

Level:	K-12
Needs:	Students need accurate files of relevant information kept on them with counselor access for purposes of placement and referral.
Goal:	Accurate files will be kept of relevant information on all students in the office. Counselors will have access to information for the student's benefit.
Basic Service:	Utilization of Student Records
Objectives:	Counselor will have access to personal files, standardized test scores and permanent records Counselor may use information in the students' file to confer with parents, teachers or appropriate personnel as needed. Four year plans are kept on file by counselor beginning in the 8 th grade.

*Student Files, Test Scores, etc. are filed in main office.

Level:	K-12
Needs:	Students, parents need the interpretation of their standardized test scores to be as accurate as possible to be used to their best advantage.
Goal:	Upon request, counselors may interpret test results for a parent and/or student and may act as a consultant to the faculty as needed.
Basic Service:	Interpretation of Test results
Objectives:	The counselor will be available to interpret test scores for parents, students and faculty. Counselor will serve as consultant for the appropriate use of test scores.
Activities:	Parents Make A Difference Night Individual conferences Explain to students Provide assistance on an individual or group basis Supervision of standardized testing and interpretation of results

Level:	K-12
Needs:	Students need parental involvement in school situations
Goal:	To encourage a system of parental involvement in the school.
Objectives:	Counselors encourage parents to participate in opportunities in the school.
Activities:	Open house Parents Make a Difference Night P/T Conferences Newsletters Parent Center Special Lunches to honor parents, grandparents Workshops on various topics

Level:	K-12
Needs:	Students need exposure to information and resources to plan for their future educational and career needs.
Goal:	To provide information and resources to students for educational and career awareness
Basic Service:	Career awareness
Objectives:	Students will be presented information on a variety of educational opportunities Students will have opportunities to be exposed to career awareness
Activities	Guidance classes geared toward career awareness Guest Speakers College Fairs Career Fairs

Prevention Program

Armored School District is committed to providing a comprehensive program to prevent school failure, drug abuse and suicide by providing, skill development, support and positive role modeling for students.

Our program includes the following components:

- Special one time programs and assemblies

- Preventative curriculum

- Videos/Printed Media

- Skill Development

- Training for students

- Drug and Safety Awareness Activities

- Participate in ANP Survey (yearly)

17

Resources:

Principal
School Nurse
Teacher
Parent Center
School Nurse
School Library
Community Library
Educational Co-op
Mental Health Services
Workshops
Conventions
Professional journals and publications
Personal Files
APSCN/Triand
Grade Speed
Media
Field trips
Army National Guard
Guest Speakers
Professional Brochures
TRIO- Talent Search
Special Education Department
Testing Training Workshops
Testing Data
Newsletters

Community Volunteers
Professional Assemblies
Arkansas Northeastern College Career Coach
Arkansas Northeastern College Admissions Counselor

18

K-12 Career Awareness Planning Employment Readiness
knowledge and skills necessary to achieve goals.

Job Shadowing Opportunities	Grades 8-12
KUDOR Resume Building	Grades 7-12
TRIO Career Day	Grades 6-8
Career Games/Activities	Grades K-6
Guidance classes geared to career topics	Grades K-6
College Fair	Grades 10-12
College Tours	Grades 11-12
Workforce Alliance	
Gust speakers with career topics	