



AMERICAN
SCHOOL
COUNSELOR
ASSOCIATION

Annual Agreement Template

School Counselor Lora Dean Year 2018-2019

School Counseling Program Mission Statement

The goals and vision for the counseling program at Gentry High School is aligned with the vision of the school: Gentry High School will achieve excellence through every field of endeavor.

School Counseling Program Goals

The school counseling program will focus on the following achievement, attendance, behavior and/or school safety 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	By the end of 1st semester, students with more than 5 check in tardies during the first 9 weeks will decrease check in tardies by 50% at the end of 2nd 9 weeks.
2	75% of 12th grade students with 1 or more F's in the first 9 weeks will be able to gain admission to a college/university of their choice by May 2018.
3	By the end of the 2018-2019 school year, 75% of the seniors who have failed 1 or more MAAP exams will meet graduation requirements.

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>20</u> %	of time delivering school counseling core curriculum	Provides developmental curriculum content in a systematic way to all students	80% or more
	<u>30</u> %	of time with individual student planning	Assists students in developing educational, career and personal plans	
	<u>30</u> %	of time with responsive services	Addresses the immediate concerns of students	
Indirect Services for Students	<u>10</u> %	of time providing referrals, consultation and collaboration	Interacts with others to provide support for student	

			achievement	
Program Planning and School Support	<u>10</u> %	of time with foundation, management and accountability and school support	Includes planning and evaluating the school counseling program and school support activities	20% or less

Advisory Council

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

Wednesday, December 12, 2018 & Wednesday, April 17, 2019 _____

Planning and Results Documents

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

- Annual Calendar
- Closing-the-Gap Action Plans
- Curriculum Action Plan
- Results Reports (from last year's action plans)
- Small-Group Action Plan

Professional Development

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

MS Counseling Conference, ACT Workshop, FAFSA Workshop _____

Professional Collaboration and Responsibilities Choose all that apply.

Group	Weekly/Monthly	Coordinator
A. School Counseling Team Meetings	Monthly	Counselor
B. Administration/School Counseling Meetings	Monthly	Counselor/Administration
C. Student Support Team Meetings/Leadership Team Meetings	Weekly	Leadership Team/Process Manager
D. Department Chair Meetings	Weekly	Dept. Chair
E. District School Counseling Meetings	Monthly	District Office
F. PLC Meetings	Bi-Weekly	Academic Coach

Budget Materials and Supplies

Annual Budget \$ 1,180.00 Materials and supplies needed:

Items purchased were used in the guidance office to assist the needs of students _____

School Counselor Availability/Office Organization

The school counseling office will be open for students/parents/teachers from

7:30am to 3:30pm

My hours will be from 7:30am to 3:30pm (if flexible scheduling is used)

The student service center will be open from 7:30am to 3:30pm

Role and Responsibilities of Other Staff and Volunteers

School Counseling Department Assistant/Records Clerk Mrs. Sara Woods _____

Attendance Clerk/Secretary Ms. Jacqueline Williams _____

Office Manager/Secretary Ms. Vivian Olds _____

Student Services Coordinator Ms. Felicia Beckworth _____

Parent Liasion Ms. Beverly Gilmore _____

Volunteers Rev. Otis Anthony _____

School Counselor Signature _____

Principal Signature _____

Date _____