

## A M E R I C A N S C H O O L COUNSELOR ASSOCIATION Annual Agreement Template

School Counselor <u>Lora Dean</u>	Year_	2016-2017
School Counseling Program Mission Statement		
The goals and vision for the counseling program at Gentry High S vision of the school: Gentry High School will prepare ALL students sustaining work options by the time they complete high school.		
,		

## 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.

Pro	ogram 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 2016.
3	By the end of the 2016-2017 school year, 75% of the seniors who have failed 1 or more
	MSATP2 exams will meet graduation requirements.

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 Us	Planned Use		
Direct Services to Students	20%	of time delivering school counseling core curriculum	Provides developmental curriculum content in a systematic way to all students	
	30_%	of time with individual student planning	Assists students in developing educational, career and personal plans	80% or more
	_30%	of time with responsive services	Addresses the immediate concerns of students	of more
Indirect Services for Students	_10%	of time providing referrals, consultation and collaboration	Interacts with others to provide support for student	

			achievement	
Program Planning and School Support	10%	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	Counc	il
, (a v 1001 y	Count	

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

Wednesday, December 14, 2016 & Wed	lnesday, May 17, 2017
Planning and Results Documents The following documents have been deve _X_ Annual Calendar Curriculum Action Plan Small-Group Action Plan	eloped for the school counseling program Closing-the-Gap Action Plans Results Reports (from last year's action plans)
Professional Development I plan to participate in the following profes program goals and my school counselor of	ssional development based on school counseling competencies self-assessment.
MS Counseling Conference, ACT Works	hop, FAFSA Workshop

Professional Collaboration and Responsibilities Choose all that apply.

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

Budget Materials and Supplies Annual Budget \$_500.00N	Materials and supplies ne	eded:
Items purchased were used in the g	uidance office to assist th	ne needs of students
School Counselor Availability/Office O	rganization	
The school counseling office will be or	pen 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 _7:30amto3:30pm
Role and Responsibilities of Other Staff and Volunteers
School Counseling Department Assistant/Records Clerk Ms. Raven Thomas
Attendance Clerk/Secretary Ms. Jacqueline Williams
Office Manager/Secretary Ms. Vivian Olds
Student Services Coordinator Ms. Felicia Beckworth
Parent Liasion Ms. Beverly Gilmore
Volunteers Mrs. Jacqueline Hannah
School Counselor Signature
Principal Signature
Date