



Nyack School District

Comprehensive District 6 - 12 School Counseling/Guidance Program

Building bridges of excellence for today's students to cross into tomorrow's world with equity, innovation and optimism.

Introduction

The following pages outline the district wide school counseling/guidance plan. In accordance with the national standards for a school counseling program, as set forth by the American School Counseling Association, the primary function of the school counseling department is to facilitate student development in three broad content areas: academic development, career development and personal/social development.

By 2019- 2020, all public schools are required to have a guidance program for all students. The K - 12 counseling/ guidance programs should prepare students to participate effectively in their current and future educational programs as age appropriate, and be designed to address multiple student competencies including career/college readiness standards, academic and social/emotional development standards.

Nyack School District has developed a district - wide and building level comprehensive developmental school counseling/ guidance plan which indicates how the district is addressing the New York State Education Department, Part 100 Regulations as stated in the mandates of section 100.2 (j). The purpose of the guidance plan, in accordance to the revised commissioner's regulations adopted by the New York State Board of Regents in November 2016, can be found at www.emsc.nysed.gov/part100/pages/1002a.html. This plan will be updated annually, available for review at the district office and each school building and made available on the district's website. The plan includes program objectives, activities, program development and maintenance planning, school counseling curriculum development, professional development planning, evaluation methods based on data analysis reports to inform program improvement and assessment of the resources necessary to support positive student outcomes.

The District's comprehensive guidance plan for counseling and guidance supports the Nyack School District Mission Statement and the Board of Education definition of a guidance plan.

Nyack School District Mission Statement

We, the students, parents, community, and staff of the Nyack School District value:

-The pursuit of scholastic excellence
-The richness of our diverse community
- Harmonious relationships among individuals and groups

- Partnerships among students, staff, parents, and community
- Respect for self and others
- Responsible ethical behavior that engenders trust
- Individuals who think critically and creatively
- Ongoing involvement in local and global issues
- Development of essential skills and attitudes for a productive life
- A safe and nurturing environment

To embody these values, we ENVISION: a community, proud of traditions, that uses the richness of its diversity to meet the needs of all students and prepare them for a rapidly changing world. In a spirit of collaboration, we provide an environment that fosters scholastic excellence, cultural appreciation, and ethical behavior. Nyack is a community of lifelong learners, encouraging new ideas to share a positive future.

Guided by our values and vision, we will strive to:

Nurture a love of learning

Yield positive outcomes

Appreciate diversity

Care for each other

Keep on the path of excellence

Nyack's comprehensive school counseling/guidance program objectives

1. To promote the academic progress of all students.
2. To expose students to career and college information.
3. To promote the physical, social and emotional well being of all students.
4. To keep up to date in new trends in school guidance and counseling through professional development.
5. To increase parent involvement and have effective parent engagement.

Nyack's comprehensive school counseling guidance program development and maintenance planning

In 2017, a committee was developed to review the current guidance program to create a comprehensive school counseling/guidance plan. The committee consisting of Director of Guidance, counselors, social workers, elementary principals and the athletic director began the process of reviewing the current program for the development of a comprehensive district-wide school counseling and guidance plan. This plan is a result of that collaboration. This plan is modeled after a variety of local district's school counseling and guidance plans. A special thank you to the Bedford, White Plains and Lakeland school districts for allowing us to observe their exceptional guidance programs and learn from them. Additionally, we are indebted to Croton Harmon, Nanuet, Ossining, Katonah - Lewisboro, and Edgemont's guidance plans which were reviewed and adapted for the purposes of creating Nyack's guidance plan.

On a biannual basis, an advisory council comprised of parents, members of the board of education, school building and district leaders, community based service providers, teachers, certified school counselors, social workers and school psychologists, will meet to review Nyack's comprehensive developmental school counseling/guidance program plan. The advisory council will submit a report to the board of education. A program outcome report including data analysis will be presented to the board of education for review.

The Nyack School Counseling program is a comprehensive developmental guidance program. The school counseling/guidance plan described herein is a general outline of the activities that are offered to all students in the Nyack School District. It can be found on the www.nyackschools.org. In addition, a copy of the k-12 comprehensive school counseling/guidance plan is on file in the following locations: District office, High School Guidance office, Middle School Guidance office, and the elementary school's main offices.

Yearly school counseling/guidance program calendar

A yearly calendar is developed by the Director of Guidance in conjunction with counselor input which indicated major activities for the middle and high school. This is used as a guideline for the year. The calendar is available to staff, students and parents.

6th - 8th grade Comprehensive School Counseling / Guidance Program at Nyack Middle School

OBJECTIVE # 1: To promote the academic progress of all students.

Expected Outcomes:

Students will:

1. Identify and access the many academic resources available to them.
2. Learn to advocate for themselves academically.
3. Become aware of their own academic strengths and challenges.
4. Be enrolled in appropriate courses and programs necessary for future success.

Methods of Evaluation:

1. Nyack Middle School Report Cards.
2. Nyack Middle School Progress reports.
3. Team Meeting conversations.
4. Formal and Informal assessments by counselors.
5. Parent portal.

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
6th grade orientation	Incoming 6th graders	6th grade Guidance Counselor	Middle school Administrators Social Worker School Psychologist Family Resource Center Coordinator	August
Collaborate with building administrators to help develop the master schedule	Middle school students grades 6,7, 8	Guidance Counselors	Building Administration Director of Guidance	September through June
Pride Week Activities	Middle school students grades 6, 7, 8	Guidance Counselors	Teachers Middle school Administrators	October
Schedule Team meetings	Middle school students grades 6,7,8	Guidance Counselors	Parents Teachers	September through June
Monitor academic success through the review of progress and reports cards	Middle school students grades 6,7,8	Guidance Counselors	Infinite Campus data	October through June at progress and report card time

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Identify Middle school students at risk and conduct formal at risk meetings	Middle school students grades 6,7,8, who have failed two or more subjects	Guidance counselors	Administration Failures lists gathered from data in Infinite campus	November through June at report card time.
Counsel students to help them understand their academic strengths and challenges and identify resources for students who are demonstrating a need for support	Middle school students grades 6, 7, 8	Guidance Counselors	Social Workers School Psychologists Family Resource Center Coordinator	September through June
Help students identify clubs and activities that are available to them	Middle school students grades 6,7, 8	Guidance Counselor	Club Advisors and Coaches	September through June
Help teachers and parents/guardians understand student's academic capabilities and provide translation when needed	Middle School students grades 6, 7, 8	Guidance Counselors Teachers Parents	Infinite Campus data Family Resource Center Coordinator	September through June
Assist with summer school registration for students who have failed a course or a regents exam	Middle school students grades 6, 7, 8	Guidance Counselor	Regional summer school staff	June
Guide parents and guardians through the CSE referral process and Section 504	Middle school parents and guardians	Guidance Counselor	Social Worker School Psychologist 504 Coordinator	September through June
Participate in initial reviews and annual reviews	Middle school students grades 6, 7, 8	Guidance Counselor Special Education Teachers	Social Worker School Psychologist Special Education Coordinator	September through June

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Provide students with a smooth transition into middle school through the BRIDGES program	5th grade students	Guidance Counselors Teachers Administrators	Elementary School Administration	May
Acknowledge and celebrate students' achievements	Middle school students grades 6,7,8	Guidance Counselors Director of Guidance	Honors assemblies RCC Hispanic Achievement ceremony and breakfast RCC Black Achievement ceremony and breakfast	May

Objective #2: To expose students to career and college information.

Expected Outcomes:

Students will:

1. Gain knowledge of various colleges and careers available to them.
2. Familiarize themselves with information available to them through the Naviance program.
3. Students will be prepared to develop post graduation goals.

Methods of Evaluation:

1. Naviance Interest Inventory results.
2. Student survey results.
3. Student feedback from Career Day.
4. Formal and informal assessments by counselors.

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Naviance Interest inventories for middle school students (6th grade- Cluster Finder, 7th grade - Career Key, 8th grade- Strength Explorer)	Middle school students grades 6,7, 8	Guidance Counselor	Naviance	September through June
Plan, organize and offer presentations on a variety of careers for all middle school student during career day	Middle school students grades 6,7,8	Guidance Counselor Support staff Director of Guidance	Local agencies Parents Family Resource Center Coordinator T.E.E.N. Works	March
Admissions counselors present to 8th graders for an Early College Awareness Program	Middle school 8th graders	8th grade Guidance Counselor	Local College admissions representatives	Fall Semester
Host college representatives during a college fair for middle school student during March Madness	Middle school students grades 6,7,8	Guidance Counselor Support staff Director of Guidance	Local college admission representatives	March
College Spirit day- wear your favorite college shirt to promote positive messages	Middle school students 6, 7, 8	Guidance Counselors	Support staff Building Administration	March

Objective #3: To promote the physical, social and emotional well being of all students.

Expected Outcomes:

Students will:

1. Develop a positive self image.
2. Understand the relationships between their actions and consequences and develop healthy relationships.
3. Learn positive coping skills and effective communication skills.

Methods of Evaluation:

1. Second step: SEL curriculum student feedback.
2. IST meeting discussions.
3. Formal and informal assessments by counselors.
4. Parent feedback.

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Counsel students to address issues of concern	Middle school students grades 6,7,8	Guidance Counselor	Social Workers School Psychologists Family Resource Center	September through June
Promote social and emotional health through community "circles"	Middle School students grades 6,7, 8	Guidance Counselor	Building administration Dean of students	September through June
Offer lunchtime support group opportunities, such as Girls Circle, Boys Council, and Positive Action Club	Middle School students grades 6,7,8	Family Resource Center Coordinator	Guidance Counselor Social Worker	September through June
Conduct Second Step: SEL curriculum presentations in 6, 7, and 8th grade classes	Middle school students grades 6,7,8	Guidance Counselor School Psychologist	Teachers	September through June
Participate in weekly IST meetings to discuss students of concern and develop behavioral plans and next steps.	Middle school students grades 6,7, 8	Guidance Counselor Social Worker School Psychologist Teachers Family Resource Center Coordinator Building Administration Director of Guidance	Infinite Campus data	September through June

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Crisis intervention	Middle school students grades 6,7,8	Director of Guidance Guidance Counselor	Crisis Team members Social Worker School Psychologist Family Resource Center	September through June

Objective #4: To keep up to date in new trends in school guidance and counseling through professional development.

Expected Outcomes:

Counselors will:

1. Stay informed about new trends in the field of counseling.
2. Be aware of changes within the college application process.
3. Utilize best practices to support and guide students academically, socially and emotionally.

Methods of Evaluation:

1. Student and parent/ guardian feedback.
2. Attendance at local workshops and conferences hosted by local mental health agencies.
3. Participation in college tours and informational sessions.
4. Formal and informal observations of counselors by Director of Guidance.

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Attend professional development opportunities sponsored by SCRC, WPRCA, NYSACAC, and NACAC	Middle school students grades 6,7, 8	Guidance Counselor Director of Guidance	Local organizations	September through June
Visit local college campuses and meet with college admissions representatives	Middle School students grades 6, 7, 8	Guidance Counselors Director of Guidance	Local college admissions offices	September through June
Maintain memberships in professional organizations such as SCRC, WPRCA, NYSSCA, ASCA, NACAC	Middle school students grades 6, 7, 8	Guidance Counselor Director of Guidance	Local organizations	September through June
Attend informational sessions hosted by colleges and universities	Middle school students grades 6, 7, 8	Guidance Counselors Director of Guidance	College and universities admissions offices	September through June
Monthly Guidance department meetings	Middle school students grades 6,7,8	Guidance Counselors Director of Guidance	Department meeting agendas Department meeting minutes	September through June

Objective #5: To increase parent/guardian involvement and have effective parent engagement.

Expected Outcomes:

Parents/guardians will:

1. Gain a better understanding of the importance of the role of the guidance counselor.
2. Have a greater understanding of how their child is doing academically in school and make educational decisions in the best interest of their child.
3. Understand extra-curricular options available to their child.
4. Know where and how to access appropriate school resources.

Methods of Evaluation:

1. Student and parent/guardian feedback.
2. Parent participation in events hosted by the guidance department.
3. Positive parent / school relationships.

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Middle School Guidance department brochure distribution	Middle School parents	Guidance department office staff		September
Middle School Guidance letter of Introduction and naviance initial information	6th grade parents	Guidance department office staff	Naviance student/parent accounts and passwords	September
Organize and plan a 8th to 9th grade parent orientation	8th graders	8th grade Guidance Counselor Director of Guidance	High school Guidance Counselors High School Administration	January
Organize and plan a 5th to 6th grade parent orientation	5th graders	6th grade Guidance Counselor for the upcoming school year. Director of Guidance	Middle school Guidance counselors Middle school teachers Middle school administration Social Worker School Psychologist Family Resource Center	May
Provide parents with information through the parent portal	Middle School parents	Guidance Counselor	Infinite campus data	September through June

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Attend Parent /Teacher conferences and provide translation when needed	Middle School parents	Guidance Counselor	Teachers Parents Family Resource Center Coordinator	Fall Semester
Provide parent information on Naviance at Naviance parent workshops	Middle School parents	Guidance Counselor Director of Guidance	Naviance	November
Schedule team meetings with parent and teachers	Middle School parents	Guidance Counselor	Teachers Parents Family Resource Center Coordinator Infinite campus data	September through June
Effective parent communication through district approved electronic communication apps such as Website, parent portal, Infinite campus, Robo calls, emails and voicemails	Middle School students	Director of Guidance Guidance Counselors	Technology support	September through June
Meeting with parents at Back to School Night	Middle School parents	Guidance counselors		September
Family Resource Center Brochure/ Newsletter development and distribution	Middle School parents	Family Resource Center Coordinator		September through June

Grades 9 - 12 Comprehensive School Counseling/ Guidance Program at Nyack High School

OBJECTIVE # 1: To promote academic progress for all students.

Expected Outcomes:

Students will:

1. Identify, understand and access the many academic resources available to them.
2. Learn to advocate for themselves academically.
3. Become more aware of their own academic strengths and challenges.
4. Be enrolled in appropriate courses and programs necessary for future success.

Methods of Evaluation:

1. Nyack High School Report Cards.
2. Nyack High School Progress reports.
3. Failure reports.
4. Parent Portal.

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Monitor academic success through the review of progress reports and report cards every 5 weeks	High School students grades 9 - 12	Guidance Counselor	Guidance department clerical staff Student information in Infinite Campus Students in danger of failing reports Senior at risk meetings	October through June at progress report and report card time
Conduct individual counseling sessions with students regarding their academic progress, develop academic goals for all students	High School students grades 9 -12	Guidance Counselor Director of Guidance Building Administration	Infinite campus data	September through June
Help students understand credit and graduation requirements needed for high school as well as those needed for post secondary education	High School students grades 9 -12	Guidance Counselor Director of Guidance	Conferences with individual students Senior credit letters Credit checks at scheduling meetings Transcripts and data in IC	September through June

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
To assist students with program planning	High School students grades 9 -12	Guidance Counselor Director of Guidance	Program of Studies Teacher input Parent input Director of special education Department chairs Building administration	January through March
Collaborate with faculty members to identify areas of need and strategies for student success	High School students grades 9 -12	Guidance Counselor	IST Meetings 504 Meetings Teacher/ parent / counselor meetings	September through June
Assist with summer school placement for students who have failed a required course or Regents/Common Core examination	High School students grades 9 - 12	Guidance Counselor	BOCES summer School Administrators	June
Participate in Annual Reviews for students who receive services and or accommodations through CSE	Special education high school students 9 - 12	Guidance Counselor	Special education coordinator Social Worker School Psychologist Transition Coordinator	September through June
Participate in 504 meetings for students who receive services under Section 504	High School students 9 - 12 with a 504 plan	Guidance Counselor	504 Chair Support Staff Building administration Social worker School Psychologist Transition Coordinator Student Support Services	September through June
Assist parents and guardians in requesting accommodations for standardized tests	High School students grades 9 - 12	Guidance Counselor	College board support Parents Infinite Campus data	September through June
Keep track of graduation requirements for all students	High school students grades 9 - 12	Guidance Counselor	Infinite Campus data Senior credit letters	September through June

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Develop personalized education plans for students who are struggling to meet graduation requirements	High school at risk students	Guidance Counselor	Fresh Start program FUEL education program	September through June
Participate in weekly IST meetings.	High school students grades 9 -12	Guidance Counselor	Building Administration Director of Guidance Social Worker School Psychologist Student support services	September through June
Prepare senior credit letters	High School Seniors	Guidance Counselor	Infinite Campus data	August thru September
RCC Hispanic achievement awards, RCC Black achievement awards celebrations	High School Sophomores and seniors	Director of Guidance Guidance Counselors Support staff	Infinite Campus data	October and February
Announce information on bulletin boards around the building	High School students grades 9 -12	Director of Guidance Support staff	Posters and information	September through June
Acknowledge and celebrate students' achievements	High School students grades 9 - 12	Director of Guidance Guidance Counselor	National Merit Scholarships applications Senior Awards night Scholarship applications Honors assemblies RCC Hispanic Achievement ceremony and breakfast RCC Black Achievement ceremony and breakfast	September through June

Objective #2: To expose students to college and career information.

Expected Outcomes:

Students will:

1. Students will have a broader understanding of high school courses and how they relate to their post educational goals.
2. Students will be prepared for the college search and application process.
3. Students will be confident about making appropriate college and or career goals.
4. Be enrolled in appropriate electives for future success.

Methods of Evaluation:

1. Attendance at college informational evenings.
2. Participation in college Mondays and other college visits.
3. Participation in Lunch & Learn career exploration programs.
4. Completion of career inventories and college searches in the Naviance program.
5. End of the year graduation survey.

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Conduct classroom presentations on PSAT and the use of standardized tests in the college admissions process	High School Juniors	Guidance Counselor	PSAT student scores reports College Board website Powerpoint	October
Conduct classroom presentations for the ACT Aspire and the use of standardized tests in the college admissions process	High School Sophomores	Guidance Counselor	ACT Aspire Results	November
Meet with individual students and in groups to discuss the course selections and the impact on transcripts and the college admissions process	High School students grades 9 - 12	Guidance Counselor	High School Program of Studies Infinite campus	January through March
Conduct Junior college planning conferences with students and parents/guardians	High School Juniors	Guidance Counselor	Junior Planning Conference folder Naviance	Spring semester

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
College Essay writing workshop	High School Seniors	Guidance Counselor	English teachers	Fall semester
Common Application workshops	High School seniors	Guidance Counselor	Naviance program Common application website	Fall semester
Plan and host parent evenings on early college awareness, college planning and financial aid	High School parents	Director of Guidance Guidance Counselors Support staff	Local college admissions representatives	September through June
Host college admissions representatives and military officers to meet with students during lunch period	High School students 9 - 12 grades	Director of Guidance Support staff	Local college admissions representatives	September through June
Write college letters of recommendation for students for the college application process, scholarship opportunities and summer programs	High School Seniors	Guidance Counselor	Teachers Naviance Scholarship applications Resume builder in Naviance	September through June
Advise student athletes about the NCAA clearinghouse process	High School students that are planning to play division sports in college	Guidance Counselor Support Staff	NCAA website Athletic Director	September through June
Provide students with career information through the LUNCH & LEARN; career exploration program	High School students 9 - 12 grades	Director of Guidance Support Staff	Local organizations	September through June
Prepare Nyack's school profile and necessary data required for college admissions representatives	High School Seniors	Director of Guidance	Naviance	September

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Announce information on bulletin boards around the building, morning announcements and district approved electronic communication apps	High School students grades 9 - 12	Director of Guidance	Posters, flyers, information	September through June
Organize college campus local tours	High School Juniors and Seniors	Director of Guidance Guidance Counselors	Local college admissions representatives	Fall semester
Inform students and parents about local college fairs	High School students grades 9- 12	Guidance Counselor	RCC College Fair	October
Organize the Alumni Day presentations and alumni college fair	High School Seniors	Director of Guidance Guidance Counselors Support Staff	Alumni	November
Organize and plan Instant Decisions Days	High School Seniors	Director of Guidance Guidance Counselors Support Staff	College Admissions representatives	February
Provide transition services to seniors	High School Seniors	Guidance Counselors Support Staff	Transition Coordinator ACCES-VR liaison ACCES-VR applications	Spring semester

Objective #3: To promote the physical, social and emotional well being of all students.

Expected Outcomes:

Students will:

1. Develop a positive self image.
2. Understand the relationship between their actions and consequences and develop strong healthy relationships.
3. Learn positive coping skills and effective communication skills.
4. Accept and support the diversity of others.

Methods of Evaluation:

1. IST meeting discussions.
2. Formal and informal assessment by counselors.
3. Parent and teacher feedback.

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Meet and greet “circle” activity with the counselor at Freshmen Orientation	Freshmen	Guidance Counselor	Community circle protocol	August
Counsel students individually	High School students 9 - 12	Guidance Counselors, Social Workers School Psychologists Transition Coordinator Student Support Services	Mentors Administrators Teachers Parents	September - June
Freshmen minute meetings	Freshmen	Guidance Counselors	Ice breakers Student surveys through naviance	September, October and November
Students participate in community circles	High School students grades 9 - 12	Guidance Counselors	Administrators	September - June
Collaborate with school social workers and school psychologists to address the social, emotional and personal issues of students	High School students grades 9 - 12	Guidance Counselors	Social Worker School Psychologists Transition Coordinator Student Support Services	September through June
Promote healthy messages through assemblies	High School students grades 9 - 12	Student Support Services	Assembly programs	September through June

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Establish and maintain positive relationships with outside service providers	High School students grades 9 - 12	Guidance Counselors Social Workers School Psychologist Transition Coordinator Student Support Services	Local mental health agencies Center for Safety and Change	September through June
Refer students to IST meetings	High School students grades 9 - 12	Guidance Counselor	Social Worker School Psychologists Transition Coordinator Student Support Services	September through June
Meet with parents and guardians to support student's physical, social and emotional health	High School parents	Guidance Counselor	Teachers Social Worker School Psychologist Student Support Services	September through June
Assemblies on a variety of topics	High School students grades 9 - 12	Guidance Counselor	Assembly programs	September through June
Encourage leaderships roles in extracurricular activities, clubs and local organizations such as HOBY, Nyack Rotary and Center for Safety and Change	High School students grades 9 - 12	Guidance Counselor	Club advisors and coaches Local organizations	September through June
Participate in restorative justice circles	High School students grades 9 - 12	Guidance Counselor	Dean of Students Restorative Circle protocol	September through June
Announce information on bulletins boards around the building	High School students grades 9 - 12	Director of Guidance Support staff	Posters, flyers, information	September through June
Crisis intervention	High School students grades 9 - 12	Director of Guidance Guidance Counselor	Crisis Team members Social Worker School Psychologist Student Support Services	September through June
Reflective activity - and Discussion with counselor	High School students grades 9 -12 involved in School AIP	Counselors	Alternative to suspension activity	September through June

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Follow up Conference with student who are suspended	High School students grade 9- 12 involved in School AIP	Guidance Counselors	Alternative to suspension program	September through June

Objective #4: To keep up to date with new trends in school guidance and counseling through professional development.

Expected Outcomes:

Counselors will:

1. Stay informed about new trends in the field of counseling.
2. Be aware of changes within the college application process.
3. Utilize best practices to support and guide students academically, socially and emotionally.

Methods of Evaluation:

1. Student and parent/guardian feedback.
2. Attendance at local workshops and conferences hosted by local mental health agencies and other professional organizations..
3. Participation in college tours and informational sessions.
4. Formal and informal observations of counselors by the Director of Guidance.

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Attend professional development opportunities sponsored by SCRC, WPRCA, NYSACAC, and NACAC	High Schools students grades 9 - 12	Guidance Counselor Director of Guidance	Local agencies	September through June
Visit and meet with college admissions representatives on College Mondays and individual meetings	High School students grades 9 - 12	Guidance Counselor	Local college admissions representatives	September through June
Attend informational sessions hosted by colleges and universities	High School students grades 9 - 12	Guidance Counselors Director of Guidance	College and universities admissions offices	September through June
Attend Director of Guidance meetings	High School students grades 9 - 12	Director of Guidance	Westchester and Rockland high school's Directors of Guidance	September through June
Maintain memberships in professional organizations such as SCRC, WPRCA, NYSSCA, ASCA, NACAC	High School students grades 9 - 12	Guidance Counselor	Local agencies	September through June

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Participate in free "FLY IN" programs to learn about colleges and universities	High School students grades 9 - 12	Guidance Counselors Director of Guidance	College and University admission offices	September through June
Monthly Guidance department meetings	High School students grades 9 - 12	Guidance Counselors Director of Guidance	Department meeting agendas Department meeting minutes	September through June

Objective #5: To increase parent involvement and have effective parent engagement.

Expected Outcomes:

Parents/guardians will:

1. Gain a better understanding of the importance of the role of the guidance/school counselor.
2. Have a greater understanding of how their child is doing academically and make educational decisions in the best interest of their child.
3. Understand extra curricular options available to their child.
4. Know where and how to access appropriate school resources.

Methods of Evaluation:

1. Student and parent/guardian feedback.
2. Parent participation in events hosted by the guidance department.
3. Positive parent /school relationships.

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
High School Guidance department brochure distribution	High School parents	Guidance department office staff		September
High School Guidance counselor letter of Introduction and Naviance initial information	9th grade parents	Guidance department office staff		September
Provide parent information about parent workshops: sophomore parent night, junior parent night, senior parent night, and financial aid night	High School parents grades 10 - 12	Guidance Counselor Director of Guidance	Building Administrators Local college admissions representatives	September through June
Provide parents with information through the parent portal	High School Parents grades 9 - 12	Guidance Counselor	Infinite Campus	September through June
Provide parents with information through the comprehensive guidance web page	High School Parents grades 9 - 12	Director of Guidance Support staff	Echalk website support	September through June

Activity	Target Group	Staff Assigned	Other Resources	Timeframe
Attend "senior at risk" meetings	High School seniors	Guidance Counselor	Building administrator	Spring semester
Provide parents with information through meetings, robo calls, and district approved electronic communication apps such as Infinite Campus	High School Parents grades 9 - 12	Director of Guidance Support Staff	Infinite campus Naviance District approved electronic communication apps	September through June
Plan, organize and facilitate parent / teacher meetings	High School parents grades 9 - 12	Guidance Counselor	Teachers	September through June
Meet with high school parents during Back to School night	High School parents grades 9 - 12	Guidance counselors		September