

SCUC ISD | 2022-2023

Comprehensive Counseling and Guidance Plan

The Year-at-a-Glance document below is a general guideline to the steps campuses may take as they offer a comprehensive counseling and guidance program. The counseling plan will be provided to principals and appropriate central office staff. **All counselors should maintain the counseling page on their school's website on which they will post the district year-at-a-glance, resources for parents and students, and their own calendar of activities by month.**

Mission Statement: The Schertz-Cibolo-Universal City Independent School District comprehensive school counseling program provides all students with resources to access opportunities for their continued educational, career, social-emotional, and personal development.

Belief Statement

We believe school counselors, educators, parents, and community members are partners in empowering students with the knowledge and skills necessary to become responsible learners and decision makers.

SCUC School Counseling Program Rationale:

Compelling empirical evidence demonstrates the positive impact a comprehensive school counseling program has on the overall academic achievement of students, their attendance, and behavior as well as the overall school climate (Carey & Dimmitt, 2012; Wilkerson, Perusse, & Hughes, 2013; Lapan, Gysbers, Bragg, & Pierce, 2012). The Texas Model for Comprehensive School Counseling Programs reflects the characteristics of high performing counseling programs like the ones described in the research cited.

SCUC ISD School Counseling Program Goals:

SCUC ISD Professional School Counselors will

- teach appropriate self-help and coping skills to improve overall self-concept as evidenced by a decrease in reported self-harm/suicidal ideation data (K-12).
- provide lessons on bullying prevention through topics such as conflict resolution and problem solving (K-12).
- provide lessons that promote respect, inclusivity, and healthy relationships both intrapersonal in order to foster a strong sense of belonging (K-12).
- provide awareness, research, and planning opportunities concerning college, career, and military readiness as grade appropriate (K-12).
- annually provide guidance lessons to students in grades 6-12 on proper social media usage by April 30th.
- annually provide guidance lessons on awareness and prevention of dating violence and human trafficking to students in grades 7-12. Students in grades 9-12 will also receive awareness and prevention information on sexual assault.
- provide guidance lessons to all students in grades K-2 on self-control and emotional regulation by March 31st using the Zones of Regulation.

Resources:

SCUC 2022-2026 Strategic Plan	District Counseling and College, Career, and Military Readiness Services Website	Counseling Support and Social-Emotional Learning Parent Resource
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Comprehensive Counseling Plan Components:

[The Texas Model for Comprehensive School Counseling Programs](#)

Overview of the Four Service Delivery Components of the Comprehensive School Counseling Program - TE§33.005			
GUIDANCE CURRICULUM	RESPONSIVE SERVICES	INDIVIDUAL PLANNING	SYSTEM SUPPORT
Provides guidance content to teach all students how to develop transferable skills for daily living.	Addresses students' concerns that impact their educational, career, personal, and social development.	Assists students in planning and managing their individual educational, career, personal, and social development.	Includes indirect student services of program management, support activities beneficial to students and program accountability activities.
<p><u>Curricular Topics Addressed:</u></p> <ul style="list-style-type: none"> -Intrapersonal Effectiveness -Interpersonal Effectiveness -Post-secondary Planning and -Career Readiness 	<p><u>Sample Topics Addressed:</u></p> <ul style="list-style-type: none"> -Academic Concerns -Attendance -Bullying Conflict, Harassment -Child Abuse and Neglect -Cross-Curricular Conflict -Grief/Loss/Death Issues -School Attitudes/Behaviors -Suicide/Self-Harm 	<p><u>Sample Topics Addressed:</u></p> <ul style="list-style-type: none"> -Educational: Strengths, Uniqueness, Challenges, and Academic Planning -Career: Career Interests, Options and Training, Interest Inventory, Interpretation, and Application -Personal: Strengths and Talents, Leadership Skills, and Assertiveness -Social: Communication Skills, Social Assets, Responsibility, and Accountability 	<p><u>Sample Topics Addressed:</u></p> <ul style="list-style-type: none"> -Program Management: Conduct needs assessment and plan program accordingly; Plan guidance lessons -Support Activities: Provide relevant parent education and teacher professional development; serve on school advisory team -Program Accountability: Collect and report data to support program effectiveness; seek professional development based on program needs

Service Delivery Components	Elementary Intermediate	Middle School Junior High	High School
Guidance Curriculum	35%-45%	35%-40%	15%-25%
Individual Planning	5%-10%	15%-25%	25%-35%
Responsive Services	30%-40%	30%-40%	25%-35%
System Support	10-15%	10%-15%	15%-20%

Statutory and Regulatory Requirements Related to School Counseling:

School counselors are impacted by legislation that is introduced in every session of the Texas Legislature. This section provides an overview of the current requirements related to school counselors.

Statutory Reference	Topic
TAC §239.15	Standards required for the School Counselor Certificate
TEC §21.003	Standards for obtaining designation as Certified School Counselor (CSC) certification required
TEC §21.054	Continuing education requirements
TEC §§33.003-33.007	Duties of CSC and components of Comprehensive School Counseling Programs (CSCP)
TEC §21.356	Update of CSC duties and evaluation form
TEC Chapter 37	Disciplinary Alternative Education Program (DAEP) requirements for counseling
TEC §11.252	District improvement plans related to suicide & violence prevention, conflict resolution
TEC §28.025	Advisement on high school diploma options
TEC §28.026	College admission and financial aid notifications
TEC §28.054	Subsidies for AP and IB tests
TEC §29.911	Generation Texas Week
TEC §38.010	Referral to outside counselor
SB 179	Relating to the use of public school counselors' work time.

Goal Setting and Evaluations:

[Professional School Counselor Job Description](#)

[Beginning-of- Year Goal-Setting Document](#)

[End-of- Year Evaluation](#)

Child Abuse, Family Violence, Dating Violence, and Human Trafficking:

As per the state requirements, our counselors will present information to students about child abuse and family violence prevention and intervention at all grade levels K-12. Students at the secondary level (7-12) will also receive instruction about dating violence and human trafficking prevention and intervention.

The curriculum used for these presentations will have been approved by SHAC (School Health Advisory Council) and the School Board, and parents will have an opportunity to review the curriculum at least two weeks prior to the lesson presentations to the students. Parents must opt-in in order for their child to participate.

Year-at-a Glance:

Throughout the year, counselors will respond to students' social, emotional, and mental health needs through individual and group counseling. School counselors will provide individual and group counseling based on needs assessments, information acquired from individual student meetings, parent requests, and teacher recommendations.

School Counseling Plan Year at a Glance for 2022-2023

Using a variety of resources and tools, counselors planned the following activities in order to meet the state requirements for school counselors, as well as to best meet the needs of all students. They will also continue to collaborate and coordinate with parents, staff, and other community members to help support students. The following includes individual planning, guidance lessons, and theme activities agreed upon and consistent at each grade band. Individual school counseling plans will be posted on the school's counselor website:

August/September			
Elementary - Program Management and Healthy Choices	Intermediate	Junior High	High School
<ul style="list-style-type: none"> ● New Student Registration ● Panorama BOY window - 09/06 - 09/23 ● Minute Meetings with each student - Goal setting and information to help determine individual student needs (Formulate Groups) ● Role of the Counselor (Safe Person) ● Staff Training - suicide prevention, building secure relationships with students (including conflict resolution), understanding trauma and its impact, and substance abuse training ● Suicide Prevention Awareness Month (Healthy Choices) Guidance (Gizmo's 	<ul style="list-style-type: none"> ● New Student Registration ● Role of the Counselor - Guidance ● Organizational Skills Lesson ● Growth Mindset Lesson ● Minute Meetings with each student - Goal setting and information to help determine individual student needs (Formulate Groups) ● Panorama BOY window - 09/06 - 09/23 ● Staff Training - suicide prevention, building secure relationships with students (including conflict resolution), understanding trauma and its impact, and substance abuse training ● Suicide Prevention 	<ul style="list-style-type: none"> ● New Student Registration ● Review Course Change Requests ● Meet the Counselors - Introduction to Counseling Office Procedures and Social Media ● Staff Training - suicide prevention, building secure relationships with students (including conflict resolution), understanding trauma and its impact, and substance abuse training ● Suicide Prevention Awareness Month Student and Parent Awareness ● Begin Career Surveys (Major Clarity) ● Begin Career Exploration 	<ul style="list-style-type: none"> ● New Student Registration ● Freshmen Camp ● Staff Training - suicide prevention, building secure relationships with students (including conflict resolution), understanding trauma and its impact, and substance abuse training ● Panorama BOY window - 09/06 - 09/23 ● Suicide Prevention Awareness including Parent Education ● Hispanic Heritage Month ● Self-Improvement ● Senior Transcript Audits - 09/09 (All day) ● Review Course Change Requests

<p>Pawesome Guide to MH)</p> <ul style="list-style-type: none"> ● International Day of Peace Awareness - 9/21 ● Introduce We Serve, Too ● Healthy Choices Week ● Complete Goal Setting document with principal ● Counselor Meeting at MDLC - 09/16 (afternoon) 	<p>Awareness Month Student and Parent Awareness</p> <ul style="list-style-type: none"> ● Starting the Year Out with a Positive Outlook ● Hispanic Heritage Month Awareness ● Dynamic Leader ● International Day of Peace - 09/21 Awareness ● Complete Goal Setting document with principal ● Counselor Meeting at MDLC - 09/16 (afternoon) 	<ul style="list-style-type: none"> ● Hispanic Heritage Month ● Panorama BOY window - 09/06 - 09/23 ● Complete Goal Setting document with principal ● Counselor Meeting at MDLC - 09/16 (afternoon) 	<ul style="list-style-type: none"> ● Career Surveys (Major Clarity) ● Update to Graduation Plans ● Credit Checks ● Advanced Academics Drops (end of 6th week) ● Grade level class meetings ● Individual Planning Conferences with Seniors ● Parent Night - Seniors - What to Expect and How to Plan for Post-Secondary ● Parent Night - Military Financial Aid ● Open House ● Lesson - CCMR and Smart Goals ● Advanced Academics Night ● Complete Goal Setting document with principal ● Counselor Meeting at MDLC - 09/16 (afternoon)
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October			
Elementary-Healthy Relationships	Intermediate	Junior High	High School
<ul style="list-style-type: none"> ● Bullying Prevention Month - How to Be a Good Friend Lesson ● Communicate with Your Kids Month - Dojo to Parents 	<ul style="list-style-type: none"> ● Bullying/Cyberbullying Prevention Month Student and Parent Awareness ● Self-Motivated ● Making Healthy Choices - 	<ul style="list-style-type: none"> ● Bullying/Cyberbullying Prevention Month - Students and Parent Awareness ● Group Counseling 	<ul style="list-style-type: none"> ● Bullying/Cyberbullying Prevention Month - Parent and Student Awareness ● The Upstanders school-wide film and parent outreach

<ul style="list-style-type: none"> ● Group Counseling ● Child Health Day - 10/3 ● Unity Day - 10/19 ● Fall Counseling Conference - ESC 20 	<p>Guidance</p> <ul style="list-style-type: none"> ● Being Kind - Guidance ● Group Counseling ● Types of Bullying - Bystander vs. Upstander ● World Day of Bullying Prevention - 10/4 ● National Stop Bullying Day - 10/13 ● World Unity Day - 10/20 ● Red Ribbon Week ● Fall Counseling Conference - ESC 20 	<ul style="list-style-type: none"> ● Review Endorsements and Graduation Requirements ● Career Surveys (Major Clarity) ● Manufacturing Day ● Endorsement Showcase ● 8th graders visit high schools to learn more about CTE and Fine Arts electives ● Parent Meeting - Graduation requirements, transitioning to high school, course selections ● Course Expo ● Red Ribbon Week 	<ul style="list-style-type: none"> ● Domestic Violence Awareness ● LGBTQ History Month ● Red Ribbon Week ● PSAT/NMSQT (10th grade) ● ASVAB Testing at Steele ● College and Career Fair ● FAFSA Assistance for Seniors ● TSI Opportunities for Seniors ● Military Recruiter Visit ● SAT Prep Course ● SAT at Steele ● Manufacturing Day ● 11th - 12th - Individual Planning Conferences ● 12th - Begin College Connection with Northeast Lakeview ● Job Fair at Allison Steele ● Course Expo ● Complete individual senior meetings by 10/03 ● Begin individual junior meetings to review four-year plans, course choices, and post-secondary planning
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November

Elementary-Gratitude and Compassion	Intermediate	Junior High	High School
<ul style="list-style-type: none"> ● National Career Development Month ● Veteran's Day - 11/10 ● World Kindness Day - 11/14 ● Random Acts of Kindness Week ● Group Counseling ● CCMR Activity/Awareness ● Introduce career surveys to grades 3-4 in Jobs in Pawland 	<ul style="list-style-type: none"> ● National Career Development Month ● Career Awareness; Career Inventory (Major Clarity) ● CCMR Activity/Awareness ● Service Oriented ● Gratitude - Guidance ● Social Media Stress/Safe Choices - Guidance ● Veterans Day - 11/11 ● World Kindness Day - 11/13 	<ul style="list-style-type: none"> ● National Career Development Month ● Random Acts of Kindness ● Course Expo ● Review Endorsements and Graduation Requirements ● Parent Night - 8th Grade Planning for High School ● 8th Grade - Endorsement Selection ● 8th Grade - Begin Four- Year Plans - Counselors will begin meeting with 8th graders individually to review course choices and four-year plans. Parents will be invited to attend. ● PSAT 8/9 ● Junior High/High School Counselor Meeting at MDLC - 11/04 (afternoon) 	<ul style="list-style-type: none"> ● National Career Development Month ● College Fair - 11/16 5:30-7:30 ● Native American Heritage Month ● Transgender Awareness Week ● World Kindness Day ● Random Acts of Kindness Friday ● 11th Grade - Individual Planning Conferences completed by 11/04 ● SAT Prep Course ● SAT at Steele ● ASVAB Testing at Clemens ● 12th - College Connection with Northeast Lakeview ● Complete Individual Junior meetings by 11/04 ● Begin individual freshmen and sophomore meetings to review and review four-year plans and course choices ● Junior High/High School Counselor Meeting at MDLC - 11/04 (afternoon)

December

Elementary-Embracing Differences	Intermediate	Junior High	High School
<ul style="list-style-type: none"> ● Special Education Day ● International Volunteer Day ● National Thank You Day ● Panorama MOY Survey Window - 12/01 - 12/15 	<ul style="list-style-type: none"> ● Service Oriented con't ● Coping with Stress and Worry - Guidance ● Panorama MOY Survey Window - 12/01 - 12/15 	<ul style="list-style-type: none"> ● Random Acts of Kindness ● 8th Grade - Continue meeting with 8th graders to review course choices and four-year plans. ● Panorama MOY Survey Window - 12/01 - 12/15 	<ul style="list-style-type: none"> ● Food Drive ● Coat Drive ● Blue Santa ● Deadline to complete 50% of all four-year plans ● Panorama MOY Survey Window - 12/01 - 12/15

January

Elementary-National Career Development	Intermediate	Junior High	High School
<ul style="list-style-type: none"> ● Career Development/Focus on variety of Career ● Growth Mindset Guidance ● Goal Setting ● No Name-Calling Week ● Minute Meetings (Formulate Groups for second semester) ● Counselor Meeting at MDLC - 01/13 (afternoon) 	<ul style="list-style-type: none"> ● Skilled Communicator ● Career Development - Continue to work with students on career exploration through Major Clarity ● Minute Meetings (Formulate Groups for second semester) ● Goal Setting - Guidance ● Growth Mindset - Guidance ● SMART Goals: Vision Board ● New Survey Teachers (Formulate Groups) ● Souper Bowl 	<ul style="list-style-type: none"> ● No Name-Calling Week ● Endorsement Videos ● 8th Grade - Continue meeting with 8th graders to review course choices and four-year plans. ● Review PSAT 8/9 results and explain how the results may constitute a schedule change request ● Intermediate School Visits to Review JH Courses 	<ul style="list-style-type: none"> ● Goal Setting ● Healthy Habits ● Character Building ● Run final senior transcripts and mid-year 9-11 transcripts ● Understanding Transcripts ● 7th Semester Senior GPAs ● Top 10% Letters sent to Juniors ● Send senior failure letters ● 9th and 10th Grade - Individual Planning Conferences to Review and Revise Four-Year Plans

	<ul style="list-style-type: none"> ● Counselor Meeting at MDLC - 01/13 (afternoon) 	<ul style="list-style-type: none"> ● 7th Grade Registration Information and Review with Students ● Counselor Meeting at MDLC - 01/13 (afternoon) 	<ul style="list-style-type: none"> ● 12th Grade College Connection ● Counselor Meeting at MDLC - 01/13 (afternoon)
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February			
Elementary-Kindness and Healthy Relationships	Intermediate	Junior High	High School
<ul style="list-style-type: none"> ● National School Counseling Week ● Random Acts of Kindness Guidance ● Random Acts of Kindness Week - Daily Activities and Challenges 2/17 ● Souper Bowl (campus discretion) ● Counselor Meeting at MDLC - 02/17 (afternoon) 	<ul style="list-style-type: none"> ● National School Counseling Week ● Future Ready ● Black History Month ● Building Healthy Relationships - Guidance ● Self-Awareness - Guidance ● Random Acts of Kindness Week ● Random Acts of Kindness Day - 02/17 ● Counselor Meeting at MDLC - 02/17 (afternoon) 	<ul style="list-style-type: none"> ● National School Counseling Week ● Teen Dating Violence and Human Trafficking Awareness and Prevention ● Visit the intermediate campuses to discuss course choices and planning for junior high ● 6th and 7th Grade Registration ● 8th Grade - Four-Year Plans completed by the end of February ● Counselor Meeting at MDLC - 02/17 (afternoon) 	<ul style="list-style-type: none"> ● National School Counseling Week ● Love is Respect - Teen Dating Violence and Human Trafficking Awareness and Prevention ● African-American History Month ● Random Acts of Kindness Week ● ASVAB Testing ● TSI Testing for Dual Credit ● Job Shadow ● Begin CTE Certification Testing ● SAT Prep Course ● Career Day at Allison Steele ● Complete all four-year plans by the end of February ● Counselor Meeting at MDLC - 02/17 (afternoon)

March

Elementary-Mindfulness March	Intermediate	Junior High	High School
<ul style="list-style-type: none"> ● Managing emotions ● Mindfulness ● Panorama EOY 	<ul style="list-style-type: none"> ● Future Ready con't ● Conflict Resolution - Guidance ● Women's History Month ● Panorama EOY 	<ul style="list-style-type: none"> ● National Drug and Alcohol Facts Week ● Review Endorsements and Graduation Requirements ● Career Surveys through Major Clarity ● 6th and 7th Grade Registration Completed by Spring Break 	<ul style="list-style-type: none"> ● Say Something Week ● 11th - SAT School Day ● ASVAB at Clemens ● 12th - College Connection ● Mini College Fair at Clemens ● Mini College Fair at Steele

April

Elementary-Safety	Intermediate	Junior High	High School
<ul style="list-style-type: none"> ● Child Abuse Prevention - Say Something - Speak Up ● Cardboard Kids ● Autism Month/Disability Awareness ● Month of the Military Child ● Purple Up Day - 04/15 ● April-May - Elementary Career Fair ● Counselor Meeting at MDLC - 04/21 (afternoon) 	<ul style="list-style-type: none"> ● Child Abuse Prevention - Say Something - Speak Up ● Month of the Military Child ● Visit the elementary campuses to discuss course choices and planning for intermediate ● Growth Mindset - Guidance ● Resiliency - Guidance ● Purple Up Day - 04/15 ● April-May - Intermediate Career Fair ● Autism Awareness Day - 04/02 	<ul style="list-style-type: none"> ● Child Abuse Prevention - Cardboard Kids ● Month of the Military Child ● Review Endorsements and Graduation Requirements ● Career Surveys (Major Clarity) ● 8th - Course Selection Revision Deadline ● Counselor Meeting at MDLC - 04/21 (afternoon) 	<ul style="list-style-type: none"> ● Child Abuse Prevention ● Month of the Military Child ● Sexual Assault Awareness and Prevention ● ACT at Clemens ● ASVAB Testing at Allison Steele* ● ASVAB Testing at Steele* ● TSI Testing ● 12th College Connection ● CTE Certification Testing ● College Representatives, Employers, and Military Recruiter Visits

	<ul style="list-style-type: none"> ● Counselor Meeting at MDLC - 04/21 (afternoon) 		<ul style="list-style-type: none"> ● Course Selection Revision Deadline ● Mini Career Fair (including military) ● Future Ready Day to include opportunities for ASVAB assistance, TSI testing, and Meningitis shots ● Counselor Meeting at MDLC - 04/21 (afternoon)
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May			
Elementary- EOY Wrap-Up	Intermediate	Junior High	High School
<ul style="list-style-type: none"> ● Personal Health and Safety ● Teacher Appreciation - 05/03-05/07 ● Program Survey to Staff, Students, and Families ● April-May - Elementary Career Fair ● Elephant Walk ● Intermediate Tours 	<ul style="list-style-type: none"> ● Traits of a Graduate (All 5) ● Summer Goals - Guidance ● SMART Goals ● April-May - Intermediate Career Fair ● Teacher Appreciation - 05/02-05/06 ● Program Survey to Staff, Students, and Families 	<ul style="list-style-type: none"> ● Children's Mental Health Awareness Day ● Mini Career Fair - Consider the month (including military) ● Major Clarity for 7th Grade 	<ul style="list-style-type: none"> ● Asian-Pacific American Heritage Month ● Elephant Walk ● AP Testing ● IB Testing ● ASVAB Testing at Steele* ● CTE Certification Testing ● ASVAB Testing at Allison Steele* ● 12th - Complete College Connection Activities for Northeast Lakeview ● 12th - Decision Day ● Verify Graduation Codes for all Seniors