

HIGH SCHOOL COUNSELING YEARLY CALENDAR 2015-2016

August

BACK TO SCHOOL	
Scheduling	Administrative
Establish Weekly Dept. Meetings	Counselor Corps
Develop Weekly Calendar – Fall (on going)	Counselor Corps
Staff Professional Development on Counseling Within Your Buildings	Counselor Corps

September

Open House	Parent Involvement
Orientation/Transition/Grade Level Class Meetings/Expectations	ICAP 9 th – 12 th Grade
Scheduling	Administrative
504 Reviews	Administrative
Senior to Sophomore Enrollment	Administrative/ICAP
Scholarship Meetings	ICAP - 9 th -11 th Grade
Individual Senior Meetings	ICAP, - 12 th Grade

October

COLLEGE/CAREER AWARENESS	
Personality/Strength/Interest Inventory	ICAP, - 9 th Grade
Career Exploration	ICAP, - 10 th Grade
Fall Advisory Council Meeting	Counselor Corps
PSAT	Administrative
College Visits at High Schools	College/Career
College Applications	ICAP - 12 th Grade
Identify Small Groups and Document	Counselor Corps

November

SUICIDE AWARENESS	
CSCA Conference	Counselor Corps
College Fairs	College/Career
Parent/Teacher Conferences	Parent Involvement
Holiday Assistance Drives	Community Partnerships
NCAA Eligibility	College
SMART Goals	ICAP – 10 th & 11 th Grade
Concurrent Enrollment	College/Career/ICAP 10 th – 12 th Grade
Suicide Prevention/Bullying & Cyberbullying Prevention	Social/Emotional
Thanksgiving Break	

December

COMMUNITY OUTREACH	
Concurrent Enrollment	College/Career/ICAP 10 th – 12 th Grade
Individual Meetings with Students at Risk of Failing	Academic
Holiday Drives	Community Partnerships
Information on Community Agencies	Social/Emotional/Community Partnerships
Holiday Break	

January

Rising Freshman Transition at Middle Schools	ICAP
FAFSA/Financial Aid	ICAP
Develop Weekly Calendar – Spring (on going)	Counselor Corps
Credit Checks/Review 4 Year Plan	Academic/ICAP
Finals	Academic

MIDDLE SCHOOL COUNSELING YEARLY CALENDAR 2015-2016

February

HEALTHY RELATIONSHIPS	
National School Counseling Week	
Scheduling – Rising 9 th , 10 th , 11 th , 12 th Grades	Administrative/ICAP
Healthy Relationship Lessons/Activities/Presentations	Social/Emotional
Senior Graduation Letters	Academic
Counselor Corp Workshop	Counselor Corp
10 th Grade Resume/11 th Grade Game Plan	ICAP
College Goal Sunday – FAFSA	ICAP – College/Career

March

DRUG AND ALCOHOL ABUSE AWARENESS	
Statewide Testing	Administrative
Spring Advisory Council Meeting	Counselor Corps
Drug and Alcohol Abuse Awareness Lessons/Activities/Presentations	Social/Emotional
Senior Meeting	ICAP
Spring Break	

April

CAREER EXPLORATION	
Concurrent Enrollment	College/Career/ICAP
ACT	Administrative
End of the Year Report	Counselor Corp
Parent/Teacher Conferences	Parent Involvement
Career Fairs/Career Lessons	College/Career/ICAP

May

END OF THE YEAR ACTIVITIES	
Senior Checkout	Administrative
Senior Awards	Administrative
Summer School Registration	Administrative/Academic
Master Schedule Planning/End of Year Planning	Administrative
AP/IB Testing	Administrative
Futures Fair	College/Career
Academic Excellence Awards	Academic

June

COMMUNITY SUMMER ACTIVITIES	
504 Reports Due	Intervention Support
Summer Activity Fair/Information	Social/Emotional
End of Year Report Due	Counselor Corp
Planning for Next Calendar Year	Counselor Corp
Rising Senior Conferences	ICAP
Finals	
(ASCA National Conference)	Counselor Corp

July

SUMMER	
(ASCA National Conference)	Counselor Corp