

Welcome Counselor Corps!



Counselor Corps Goals

- Decrease student/counselor ratio
- Increase graduation rate
- Decrease dropout rate
- Decrease remediation rate
- Increase college matriculation rate

Source: 22-91, C.R.S.

Timeline

- Monthly Webinars (Sept – April, no March webinar)
- November Training
 - November 11, 2015
 - University of Colorado at Colorado Springs
- February Training (only attend one)
 - Denver
 - Sterling
- May 1st end of year report
- Fiscal Deadlines
 - Quarterly Reports
 - *See hand out in packet*

Development Year

- **Environmental Scan & Needs Assessment**

- Monthly Training via Webinar
- Internal Expertise
- Consultants (you may consider hiring to help guide the development year process)
 - Laurie Carlson
 - Pam Decker
 - John Happs
 - Rhonda Williams

- **Identifying Gaps**

- **Aligning Interventions** (align w/ UIP, more to come in Nov.)

Grant Administration

Get to know your SCCG Award Letter

Terms and Conditions

- Recipient - A secondary school at which an Education Provider will use moneys received from the Program to either increase the number of School Counselors or otherwise raise the level of school counseling provided.
- School Counselor - A person who holds a special services provider license with a School Counselor Endorsement issue pursuant to Article 60.5 of Title 22. **ALL positions hired with School Counselor Corp funds must be certified school based counselors.**

Award Letter

Terms and Conditions Cont.

- If any findings of misuse of these funds are discovered, projects funds must be returned to the Colorado Department of Education (CDE.) The CDE may terminate a grant award upon thirty (30) days' notice if it is deemed by the CDE that the applicant is not fulfilling the requirements of the funded program as specified in the approved project application, or if the program is generating less than satisfactory results.
- In addition to the education provider's proposed Professional Development Plan, a team (must include counselors funded under the grant, counseling teams, key leadership staff most closely related to the success of the grant) **must attend two one-day grant trainings during each year of the grant cycle** (dates for Fall and Spring to be announced.) These trainings will provide professional development consistent with grant expectations for postsecondary preparation counseling. **At a minimum, counselors funded under the grant and principals or assistant principals must attend these trainings.** The trainings will be held on the Front Range with the possibility of regional sessions being conducted. **Costs associated with these training should be included in the School Counselor Corps grantee budget.**

Award Letter

Program Requirements

Program Requirements

Each Education Provider that receives a grant through the program shall report the following information to the Department each year during the term of the grant:

- 2.01 (6)(a) The number of School Counselors hired using grant moneys;
 - 2.01(6)(b) Any professional development programs provided using grant moneys;
 - 2.01(6)(c) Any other services provided using grant moneys;
 - 2.01(6)(d) A comparison of the dropout rates, postsecondary and workforce readiness rates, and the college matriculation and remediation rates, if applicable, at the Recipient Secondary Schools for the years prior to the receipt of the grant and the years for which the Education Provider receives the grant; and
- 2.01 (6)(e) Information indicating an increase in the level of postsecondary preparation services provided to secondary students at Recipient Secondary Schools, such as the use of individual career and academic plans or enrollment in pre-collegiate preparation programs or postsecondary or vocational preparation programs.

Award Letter

Authorized Activities

- Funds may be used to supplement and not supplant moneys currently being used to provide secondary counseling activities such as:
 - Secondary school counselor salaries and benefits
 - Postsecondary preparatory services and programs
 - **In-state** professional development to include but not limited to the counselors and staff of the funded schools.
- Professional development shall align with the goals of the School Counselor Corps grant program.
- **Out-of-state travel must** be pre-approved at least one-month prior to travel.
- All computer equipment must be pre-approved and included on budget.
- **No indirect costs or incentives** are an allowable use of School Counselor Corps Grant funds.

Award Letter

Fiscal Requirements

- Your program has been previously approved Misti Ruthven, Director, Postsecondary Readiness. This award represents the total budget available for the current year.
- **Interim Financial Reports** must be submitted via e-mail no later than **October 1, 2015, January 2, 2016, and April 1, 2016** to: pugh_e@cde.state.co.us and rodriguez_m@cde.state.co.us.
- Programs should conduct a budget to actual review of School Counselor Corps expenditures to determine if a budget revision is required.
- A fiscal report of the actual grant expenditures is due 90 days from the end of the budget period noted above.
- All funds identified as unobligated at the close of the grant, **June 30, 2016**, must be returned to CDE no later than September 30, 2016.
- If any findings of misuse of these funds are discovered, projects funds must be returned to CDE.
- CDE may terminate a grant award upon thirty (30) days' notice if it is deemed by the CDE that the applicant is not fulfilling the requirements of the funded program as specified in the approved project application, or if the program is generating less than satisfactory results.

Award Letter

- The Grant Award Notification represents the entire agreement and understanding between the Parties with respect to its subject matter. Any modifications to this agreement shall be made in writing. Acceptance of these funds implies compliance with the Terms & Conditions, Program and Fiscal requirements stated above.

No signatures are required on the actual SCCG Award Letter.

Roles

- **Principal/Leadership**
- **Counselors**
- **Program Manager**
- **Fiscal Manager**

File Home Insert Page Layout Formulas Data Review View Add-Ins Acrobat

Paste Cut Copy Format Painter Clipboard

Arial 10 Font

Wrap Text Merge & Center Alignment

Percentage Number

Conditional Formatting as Table Cell Styles Styles

JG15	
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	A	B	C	D	F	G
1		Budget Summary	0			
2		SCHOOL COUNSELOR CORP GRANT	Grant Code: 3192			
3		0				
5		Description	YEAR ONE 7/1/15 - 6/30/16	YEAR TWO 07/01/16 - 06/30/17	YEAR THREE 07/01/17 - 06/30/18	YEAR FOUR 07/01/18 - 06/30/19
10		Purchased Professional & Technical Services (0300)	0	0	0	
11		Other Purchased Services (0500)	0	0	0	
12		Supplies (0600)	0	0	0	
13		Other (0800)	0	0	0	
14		Subtotal Instructional Program (lines 4 through 9)	0	0	0	
15		Support Program (2100, 2200, 2600, 2700, 2800, 2900, and 3300)				
16		Salaries (0100)	0	0	0	
17		Employee Benefits (0200)	0	0	0	
18		Purchased Professional & Technical Services (0300)	0	0	0	
19		Purchased Property Services (0400)	0	0	0	
20		Other Purchased Services (0500)	0	0	0	
21		Supplies (0600)	0	0	0	
22		Other (0800)	0	0	0	
23		Subtotal Support Program (lines 11 through 17)	0	0	0	
24		Improvement of Instructional Services (2210)				
25		Salaries (0100)	0	0	0	
26		Employee Benefits (0200)	0	0	0	
27		Purchased Professional & Technical Services (0300)	0	0	0	
28		Other Purchased Services (0500)	0	0	0	
29		Supplies (0600)	0	0	0	
30		Other (0800)	0	0	0	
31		Subtotal Improvement of Instructional Services (lines 19 through 24)	0	0	0	
32						
33		Equipment	0	0	0	
35						
36		Total Budget/Expended	0	0	0	

Budget Expenditures

- **Professional Development**
- **Academic Counseling for Career & College**
 - Tools & Resources
 - Curriculum
 - Materials
- **Licensed Counselor Salary & Benefits**
- **Transition Programs**
- **College & Career Exploration**
- **Consultants & Professional Services**
 - Trainers
 - Change Experts

Budget Adjustments

- **Approvals:**

- Out-of-state Travel
- Personnel
- Technology
- >10% of Budget

- **Counselors**

- Laptop or IPAD
- Basic Materials

Contact Information

- Eve Pugh

- pugh_e@cde.state.co.us

- 303-866-4123

- Misti Ruthven

- ruthven_m@cde.state.co.us

- 303-866-6206

- www.cde.state.co.us/postsecondary





Photo Credit
Marina Estrada

Thank You