

(School Name)

Professional School Counseling Plan

School Counseling Program Mission Statement

School Counseling Program Goals

1. By the (timeline), the _____ (data to be moved) will
(decrease/increase) by _____ (percent) as measured by
_____ (what data source).

2. By the (timeline), the _____ (data to be moved) will
(decrease/increase) by _____ (percent) as measured by
_____ (what data source).

3. By the (timeline), the _____ (data to be moved) will
(decrease/increase) by _____ (percent) as measured by
_____ (what data source).

Crosswalk of Counselor Duties with School Performance Framework

Measures that directly align with 2017-2018 Goals

SPF Indicator	SPF Measure	Use of Counselor Time	Points (Now vs Possible)
Student Progress- Growth			
Student Achievement- Status			
Postsecondary Readiness- Growth			
Postsecondary			

Readiness- Status			
Family and Student Engagement & Satisfaction			

School Counselor Duties Overview

American School Counselor Association Use of Time Guidelines:

Direct Student Services – (DSS)

80% of school counselor time spent should be spent in these areas

School Counseling Core Curriculum (SCCC)

Individual Student Planning (ISP)

Responsive Services (RS)

Indirect Student Services (ISS)

10% of school counselor time spent should be spent in these areas

Referrals/Consultation/Collaboration

Program Management & School Support (PM & SS)

10% of school counselor time spent should be spent in these areas

Program Foundation, Management & accountability

Fair Share School-wide Responsibilities

Our counseling plan:

Direct Student Services (80%)

School Counseling Core Curriculum

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Individual Student Planning

•

Indirect Student Services (10%)

•

Program Planning and School Support (10%)

•

Individual Counselor Division of Duties

(Counselor #1)

Caseload =

(Caseload size approx. 300)
1. (Duty)

(Counselor #2)
Caseload =
(Caseload size approx. 300)
1.

Collaboration with other professionals:

List of partners and their role within the school.

Budget: \$

List of how this money will be spent.

Principal

Date

Counselor

Date

Counselor

Date

Other

Date