

Gloucester City School District
Comprehensive Guidance and Academic Counseling Program for All Students
(Approved by the Gloucester City Board of Education: Tuesday, September 10th, 2013)

The counseling Department of the Gloucester City School District is committed to meeting the needs of all students as proposed by the American School Counselor Association's "National Standards for Students." These standards are based on over 50 years of research, theory, and practice. The three core areas identified by the American School Counselor Association are as follows:

- I. *Academic Development*
 - a. *Students will acquire the attitudes, knowledge and skills that contribute to effective learning in school and across the life span.*
 - b. *Students will complete school with the academic preparation essential to choose from a wide range of substantial post-secondary options, including college.*
 - c. *Students will understand the relationship of academics to the world of work and to life at home and in the community.*

- II. *Career Development*
 - a. *Students will acquire the skills to investigate the world of work in relation to knowledge of self and to make informed career decisions.*
 - b. *Students will employ strategies to achieve future career goals with success and satisfaction.*
 - c. *Students will understand the relationship between personal qualities, education, training, and the world of work.*

- III. *Personal/Social Development:*
 - a. *Students will acquire the knowledge, attitudes, and inter-personal skills to help them understand and respect self and others.*
 - b. *Students will make decisions, set goals, and take necessary action to achieve goals.*
 - c. *Students will understand safety and survival skills.*

Our program's mission is to support all students in developing their abilities to "live, learn, and earn" as identified in the New Jersey School Counseling Initiative and foster a sense of belonging for all students. School counseling programs should be an integral part of the students' daily educational experience. Comprehensive school counseling programs are collaborative, team efforts that can produce many benefits for students, schools, families, and communities. As suggested by both the American School Counselor Association and New Jersey School Counseling Initiative, Gloucester City School District's comprehensive developmental school counseling program provides:

- A written, systematic, and planned delivery program that involves all students and promotes and enhances the learning process.
- Accountability in the delivery of services to all students.

- A framework for a team effort involving parents, teachers, counselors, students, administrators, and other support personnel.
- Provides the means for all students to meet the challenges of the 21st century in all areas of academic, career, and personal/social development.

Delivery System

Our school counseling program will be delivered through the following modes:

Individual Counseling

Counselors will meet individually with each student on their caseload once per school year at a minimum. Meetings can be initiated by the student, counselor, student's guardian, teacher, administrator, or other school professional. These sessions can serve both as an intervention to a life stressor that a student is experiencing or as a designed, proactive approach in a student's development. School counselors work to establish a trusting relationship, always considering action in terms of the rights, integrity, and welfare of students. Counselors are obligated by law and ethical standards to report and refer a case when a person's welfare is in jeopardy. It is the counselor's duty to inform an individual of the conditions and limitations of confidentiality and how it may impact the assistance provided.

Small Group Counseling

This mode of counseling typically consists of two or more students together and takes place over four to eight sessions. Group discussions are generally based on structured learning experiences in which group members have an opportunity to learn from each other. Group members are provided with the opportunity to give and receive feedback, build trust, practice in a safe environment, and increase their self-understanding as well as their understanding others. Group discussions can be problem centered with attention is given to particular concerns. For example, respecting others, conflict resolution, and appropriate behavior could serve as the focus of problem centered group counseling. Discussions may also be growth centered, where general topics are related to personal and academic development. For example, study skills, time management, and goal setting and planning could all serve as the focus of growth centered group counseling. Written parental permission will be required for students to participate in group sessions.

Consultation

As a consultant, the counselor can be a valuable link between students, parents, teachers, administration, other school professionals, and community members in working cooperatively and efficiently towards the success of each student.

Coordination/Referral

As student advocates, counselors often refer students to appropriate resources. The American School Counselor Association notes, " School counselors do not provide therapy or long-term counseling in schools to address psychological disorders...School counselors provide support and assistance to students as they navigate critical & emergent situations."

Case Management

Counselors provide the necessary monitoring of a student's progress towards achieving academic, career, and personal/social goals. This includes the fulfillment of graduation requirements and student's pursuit of post-graduation plans.

Guidance Curriculum

Counselors will deliver sequentially composed activities to large group settings (such as class presentations) aimed to provide information, knowledge, and skills developmentally. At our elementary grade levels, our counselors will provide age-appropriate academic, career, personal, and social services. Early lessons of career introduction will advance to career exploration.

Program Evaluation

Counselors continually assess the needs of their students, evaluate their programs, and make alterations when necessary to better meet the needs of students.

Activities---All Grade Levels

SEMESTER 1

New Student Orientation

Introduction Letter Home---grade-level specific, highlighting counseling program offerings

Camden County College evening classes at GHS

Meet individually with all new students to our building---October 15th Deadline

Club Fair

Career Speaker Day

COIN Career Inventory

Student Government Day/Mock Election

SEMESTER 2

Career Fair

Camden County College evening classes at GHS

“Internet Safety” Lesson

COIN College Search

Acel Moore/KYW/Comcast Leaders & Achievers/ABC “Best of Class”

Course Selection

Academic Awards Night & Academic Hall of Fame Induction

Athletic Awards Night

Grade 7 Activities

SEMESTER 1

“Welcome Back”/Orientation

Military Correspondence

“Conflict Resolution” Lesson

“Study Skills/Organization” Lesson

“Taking Pride In Your Work” Lesson

SEMESTER 2

NJ ASK 7---May

“Accepting Diversity/Respect” Lesson

“Decision Making” Lesson

“Peer Pressure” Lesson

Grade 8 Activities

SEMESTER 1

“Welcome Back”/Orientation
Trip for college campus tour
Military Correspondence
“Communication Skills” Lesson
“Time Management” Lesson

SEMESTER 2

NJ ASK 8---May
Knights of Columbus “Spelling Bee”
“Goal Setting” Lesson
“Managing Stress” Lesson

Grade 9 Activities

SEMESTER 1

“Welcome Back”/Orientation including:
 “New Jersey Stars” Information
 How to Contact Your Counselor
 Graduation Credit Requirements
 Four-Year College Entrance Requirements
“Importance of Being Involved” Lesson---Activity Resume
“Making High School Count” Lesson---GPA, Rank, Academic & Extra-curricular achievements, etc.

SEMESTER 2

Algebra I End-of-Course Exam---May
“What’s Important To You In A College” Lesson

Grade 10 Activities

SEMESTER 1

“Welcome Back”/Orientation including “New Jersey Stars” Information
College Board Testing---Fall Lesson: PSAT and Creating CollegeBoard Account/“My Organizer”
PSAT Administration---October
ASVAB Administration & Results Interpreted
College Presenters
“NCAA Eligibility and Recruiting” Lesson
PSAT Score Distribution & Interpretation---December

SEMESTER 2

Biology End-of-Course Exam---May
“What’s Important To You In A College” Lesson
AP Night

Grade 11 Activities

SEMESTER 1

“Welcome Back”/Orientation including:
 “New Jersey Stars” Information
 How to Contact Your Counselor
 Graduation Credit Requirements
 Four-Year College Entrance Requirements
College Board Testing Lesson---Create a Testing Plan: PSAT, SAT, ACT, AP
Trip to Camden County College for campus tour and entrance testing
PSAT Administration---October
“How To Search For Scholarships”
ASVAB Administration & Results Interpreted
Trips to various colleges located within the Delaware Valley for campus tours
PSAT Score Distribution & Interpretation---December

SEMESTER 2

“Wechter Scholars” Program---Spring
“Making the Most of a College Visit”---Spring Lesson
Boys & Girls State Selections---Spring
HSPA Administration---March
“Junior Night”---Spring
Trips to various colleges located within the Delaware Valley for campus tours
Post-Graduation Plans Initiated, Individual Conference---Spring
AP US History Test---May
Class Rank Released
Junior Forms Collected

Grade 12 Activities

SEMESTER 1

“Welcome Back”/Orientation including:

- “New Jersey Stars” Information
- How to Contact Your Counselor
- Graduation Credit Requirements
- Four-Year College Entrance Requirements

College Board Testing---Fall Lesson: SAT, ACT, AP

Post-graduation planning conference

Trip to Camden County College for campus tour and entrance testing

“Wechter Scholars” Program

HSPA Administration---October

“How To Search For Scholarships” Lesson

“Application Essays” Lesson

“Interview Skills” Lesson

ASVAB Administration & Results Interpreted

AHSA Window #1: January

Graduate Experience Panel

SEMESTER 2

Financial Aid Workshop

“Steps to Enrollment” Lesson

Local Scholarships

AHSA Window #2---April

Camden County College “Fall Course Registration” at GHS

Camden County Freeholder’s “Best of Class”

Various AP Tests---May

AHSA Window #3

Senior Exit Survey

“What to Expect at College” Lesson

Parent Activities

New Parent Orientation

“Back To School” Night

All Parent Conferences

“AP Night”

“Junior Night”

Coordinate meetings of guardians of students experiencing various difficulties with staff

Guidance Staff Activities

School Safety Team Meetings---September, December, and May

Mary Ethel Costello 6th Grade Orientation

Alice Costello School 8th Grade Orientation

Summer School Registration

504 Plans Updated

NCAA Courses Updated

Meetings with students in danger of not graduating within four years and their guardians

Meet all students failing a course each marking period and communicate this information to principal

Athletic Eligibility

Homebound Instruction

Attendance Committee

Guidance Bulletin

DYFS/Social Security/Probation

Student Mediations

Intervention and Referral Service Team Members

Transfers of students in and out of GHS

Harassment, Intimidation, and Bullying “Anti-Bullying Specialists”