

# **Henry W. Grady High School**

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## **Comprehensive School Counseling Plan 2016-17**

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Approved:

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Timothy Guiney, Principal

## **FOUNDATION**

### **School Counseling Mission Statement**

In a caring culture of trust and collaboration, the mission of the Atlanta Public Schools Guidance and Counseling Department is to provide high quality, comprehensive school counseling services to all students. Our programs are designed to help students develop and enhance their academic, behavioral, career, and personal/social strengths in order to ensure that all students graduate ready for college and career.

### **Statement of Philosophy**

Guidance and counseling are vital and integral components of the educational program of Henry W. Grady High School that support the academic, personal/social, and career development of all students. The School Counseling Department believes that it is the function of the school to provide our students with opportunities and challenges that allow them to function effectively in a changing society. Therefore, we have designed a curriculum aligned with the American School Counselor Association (ASCA) National Model consistent with the needs of all students regardless of their academic ability, ethnic background, and socio-economic status or future goals. The program will assist students in making and implementing informed educational and occupational choices. The guidance and counseling program will develop students' competencies in self-knowledge, educational and occupational exploration, and career planning.

### **School Counseling Beliefs**

- All students are valuable and is treated with dignity and respect
- All students can achieve at high levels
- All students will have access to high quality school counseling services
- All students' ethnic, cultural, and racial differences are provided in the design and delivery of school counseling services
- All students can expect that school is a safe and nurturing environment

## **Program Components**

- I. Establishes and promotes school guidance and counseling program**
  - A. Implements or assists in implementing the school-based written guidance and counseling plan.
  - B. Promote the school guidance and counseling program to students, school staff, parents and community.
- II. Implements and facilitates delivery of counseling services**
  - A. Conducts individual counseling with students in areas of need.
  - B. Conducts group counseling with students in areas of educational, career or personal needs.
  - C. Provide referral list of community agencies and mental health professionals aligned with student needs
- III. Implements and facilitates delivery of guidance services**
  - A. Coordinates with school staff to provide supportive instructional classroom activities that relate to students' educational, career and personal needs.
  - B. Assists with the interpretation of standardized group testing results.
- IV. Consults with school or system staff, parents and community**
  - A. Consults with school staff on student problems.
  - B. Consults with parents on student problems and concerns as needed or requested.
  - C. Consults with community partners and provide community resources.
- V. Participates in professional development activities**
  - A. Engages in professional growth activities.
  - B. Applies newly acquired professional knowledge.

# Management, Delivery, & Accountability

## Academic Domain

**GOAL:** To assist students in determining educational objectives within their framework of life goals.

**ASCA Competency/Standard:** Academic Development

**Competency A1:** Improve Academic Self-Concept

**Competency A2:** Acquire Skills for Improving Learning

**Competency A3:** Achieve School Success

**Competency B1:** Improve Learning

**Competency B2:** Plan to Achieve Goals

**Competency C1:** Relate School to Life Experiences

Strand	Developmental Objectives	Activities to Accomplish	Time Frame	Person Responsible	Evaluation Procedures
<b>STRAND A:</b>  <b>Academic Domain</b>	Students will set academic goals and make decisions that will help them attain those goals.	Grade-level student/parent meetings and financial aid seminars.	Fall/Spring	School counselor College advisor	Students/Parents Staff feedback Attendance logs Signature forms Grade reports
	Students will become aware of the academic abilities and skills needed for effective functioning in each curricular area.	Establish a four-year academic plan for students	Spring	School counselor Graduation coach	
	Students will pursue a planned and balanced program of studies consistent with abilities	Junior/Senior seminars on the College admission process.  Classroom guidance	Fall/ Spring	School counselor College advisor Graduation coach Consultants	

	<p>interests and educational needs</p> <p>Students will complete high school with the academic preparation essential to choose from a broad range of postsecondary options.</p> <p>Students will acquire knowledge and skills that contribute to effective learning in school and across the life span.</p>	<p>Move on When Ready Renaissance; On-Campus MOWR Program through local college AMSC</p> <p>APS-Atlanta Technical College Career Academy</p> <p>Advisement</p> <p>GA Future</p> <p>Learning styles inventories</p> <p>College &amp; Career Center (College reps visits, College/career Info) Partnership with GCAC (Georgia College Advising Corps &amp; Achieve Atlanta) on-site assigned college advisor</p> <p>Classroom guidance</p>	<p>Fall/ Spring</p> <p>Ongoing</p> <p>Monthly</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Fall/Spring</p>	Outside resources	
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		<p>Advisement</p> <p>Credit recovery programs</p> <p>After-School tutorials</p>			
<b>STRAND A:</b>	<p>Interpretation of standardized tests and state assessments (i.e. SAT, ACT, PSAT, EOC,ASVAB, etc.</p>	<p>Classroom/Group Guidance</p> <p>Providing a detailed plan for each test administration</p> <p>Conduct in-service training for teachers</p> <p>Tutorial</p> <p>Advisement</p> <p>Success Prep//SAT Prep ACT Prep</p> <p>Other tutorial programs</p>	<p>Fall/ Spring</p>	<p>School counselor</p> <p>College advisor</p> <p>Graduation coach</p>	
<b>STRAND A:</b>	<p>Students will develop effective study/test-taking/time management skills</p>	<p>Classroom guidance</p> <p>Advisement</p>	<p>Ongoing</p> <p>Fall Semester</p>	<p>School counselor</p> <p>College advisor</p> <p>Classroom teachers</p> <p>Graduation coach</p>	<p>Students/Parents/ Faculty feedback</p> <p>Attendance logs</p> <p>Signature forms</p>

		Credit recovery programs	Monthly		
		After-School Tutorials	Ongoing		
		Success Prep/SAT Prep ACT Prep	Ongoing	Outside resources	
			Fall/ Spring		
<b>STRAND A:</b>	Interpretation of standardized tests and state assessments (i.e. SAT, ACT, PSAT, EOC, ASVAB, etc.	Classroom./Group guidance	Ongoing	School counselor College advisor Classroom teachers Graduation coach	Students/Parents/ Staff feedback Attendance logs Reports from system Copies of testing plan Signature forms
		Providing a detailed plan for each test administration	Fall/ Spring		
		Conduct in-service training for teachers	As needed		
		Tutorials	Fall/ Spring		
		Advisement	Ongoing		
		Success Prep//SAT Prep ACT Prep	Fall/ Spring		
		Other Tutorial Programs			



			As designated		
<b>STRAND A:</b>	<p>Students will develop an orientation to the educational environment.</p> <p>Students will gain knowledge of their academic abilities, strengths, educational needs and interests.</p>	<p>9<sup>th</sup> Grade Transition Program Freshman Focus Seminars</p> <p>Rising 9<sup>th</sup> grade Grady 101 Series</p> <p>New Students/Parents Orientation</p> <p>Needs assessment Open House Grade-Level nights Plan and conduct financial aid and postsecondary seminars for students and parents. FAFSA Application Workshops</p>	<p>Summer</p> <p>Spring</p> <p>Summer</p> <p>Fall/ Spring</p>	<p>School counselor Academy leaders Administration Classroom teachers Graduation coach</p>	<p>Students/Parents Faculty feedback Attendance logs Counselors logs Signature forms</p>

<b>Strand</b>	<b>Developmental Objectives</b>	<b>Activities to Accomplish</b>	<b>Time Frame</b>	<b>Person Responsible</b>	<b>Evaluation Procedures</b>
<b>STRAND A:</b> <b>Advisement</b>	To provide education and career planning for all students with parental involvement.	Advisement sessions with homeroom advisor to address personal, academic and career awareness.	Monthly	School counselor College advisor Administration Classroom teacher Graduation coach	Students/Parents/ Staff feedback Attendance logs Counselors' logs Signature forms

		Classroom/group Guidance	Ongoing		
		GA Futures	Ongoing		
		Parent/Teacher Conferences	Ongoing		

### Career Development Domain

**GOAL:** To assist students in determining career objectives within the framework of their abilities and life goals.

**ASCA Competency/Standard:**

**Competency A1: Develop Career Awareness**

**Competency A2: Develop Employment Readiness**

**Competency B1: Acquire Career Information**

**Competency B2: Identify Career Goals**

**Competency C1: Acquire Knowledge to Achieve Career Goals**

**Competency C2: Apply Skills to Achieve Career Goals**

<b>Strand</b>	<b>Developmental Objectives</b>	<b>Activities to Accomplish</b>	<b>Time Frame</b>	<b>Person Responsible</b>	<b>Evaluation Procedures</b>
<b>STRAND B:</b>  <b>Career Development Domain</b>	Students will understand the relationships among personal qualities, education and training and the world of work.	Classroom/group guidance  GA Futures  ASVAB	Ongoing  Ongoing  Fall/Spring	School counselor College advisor Administration Classroom teachers	Students/Parents Staff feedback Attendance logs Counselor logs Signature forms

		Advisement	Weekly	School counselor	
		Career Interest Inventories	Ongoing	College & Career Center	
		College & Career Motivation Week	Fall		
		College Recruiters	Fall/Spring		
<b>STRAND B:</b>	Students will acquire career problem-solving, decision-making, goal-setting, planning and communication skills.	Classroom/group Guidance	Ongoing	School counselor College advisor Administration Classroom teachers Graduation coach	Students/Parents/ Staff feedback Attendance logs Counselors logs Signature forms
		GA Futures	Ongoing		
		Advisement	Ongoing		
<b>STRAND B:</b>	Assist students in developing a foundation for career awareness	Classroom/group guidance	Ongoing	School counselor College advisor Administration Classroom teachers Graduation coach	Students/Parents Staff feedback Attendance logs Counselor logs Signature forms
		GA Futures	Ongoing		
<b>STRAND B:</b>	Students will explore careers and the connection of school to work.	Classroom/Group guidance	Ongoing	School counselor College advisor Administration Classroom teachers Graduation coach	
		GA Futures	Ongoing		
		Advisement	Ongoing		
		College/Career fairs	Ongoing		
		College & Career Motivation Week	Fall		

## Personal and Social Domain

**GOAL:** To assist students in identifying and resolving issues undermining their academic performance.

**ASCA Competency/Standard:** Personal Social Development

**Competency A1:** Acquire Self-Knowledge

**Competency A2:** Acquire Interpersonal Skills

**Competency B1:** Self-Knowledge Application

**Competency C1:** Acquire Personal Safety Skills

Strand	Developmental Objectives	Activities to Accomplish	Time Frame	Person Responsible	Evaluation Procedures
<b>Personal and Social Domain</b>	Students will develop interpersonal and communications skills for successful learning.	Classroom guidance Social & Emotional Learning (SEL)	Ongoing	School counselor Advisors Case managers	Students/Parents/Faculty feedback Attendance logs Counselor logs Signature forms
		Advisement	Semester Weekly	Graduation coach SEL AmeriCorps Volunteer	
<b>STRAND C:</b>	Students will develop understanding of the need for positive attitudes toward school and learning, the community and society	Classroom guidance	Ongoing	School counselor Advisors Case managers	Students/Parents/Faculty Feedback Attendance logs Counselor logs
		Individual/group counseling	Ongoing	Graduation coach	
		Advisement	Weekly		
	Offer opportunities to reach all students	Sources of Strength and No Place For Hate	Ongoing	School counselor Graduation coach	

<b>STRAND C:</b>	Provide special consideration and planning for students who exhibit serious personal/behavior concerns which may interfere with academic success.	Student Support Team meeting	Ongoing	School counselor	SST meeting minutes
		Individual/group counseling	Ongoing	Advisors	Individualized Educational Plan (IEPs) for students in the Program for Exceptional Children (PEC)
		Project Connect	Ongoing	Case managers	
		Healthy Living advisement group & Speak Life Academic Mentoring Program	Ongoing	Student Support Team	
		SEL Group Interventions	Ongoing	Graduation coach	
	Provide students with the opportunity to develop constructive strategies and skills for managing personal and social conflict.	Gathering documentation on referred students	Monthly	SEL AmeriCorps	Students/Parents/Therapist Feedback
		Mental health referral: Pathway Villages	Weekly	Volunteer	Implemented strategies
		Mentoring Programs	Ongoing		Attendance Logs
		Advisement			Signature Forms
		Individual/group counseling		School counselor	Behavior reports
				Advisors	Pre/Post assessments
				Case managers	
				Graduation Coach	

## Community Involvement

**GOAL:** To involve students in community-based activities/opportunities including volunteerism, scholarships, college/career fairs, etc.

Strand	Developmental Objectives	Activities to Accomplish	Time Frame	Person Responsible	Evaluation Procedures
<b>STRAND D:</b>  <b>Community Involvement</b>	Students will perform 75 hours of volunteer service with an approved non-profit organization to meet graduation requirements.	Student Government Association JROTC  21 <sup>st</sup> Century Leaders  Food Drives Disaster Relief Community Clean-up Visits to Hospitals/ Nursing Homes After-School Tutorials  Advertise community service opportunities via announcements, flyers, homeroom teachers, GradyGram, Knight Lights, Grady website, etc.	On-going	School counselor College advisor Administration Classroom teachers Advisors Graduation coach	The Community Service Log Form  My Giving Point Log

<b>STRAND D:</b>	Students will participate in college fairs to explore postsecondary opportunities such as two-year or four-year colleges and universities, military service, apprenticeship programs, and agencies, etc.	North Atlanta HS College Fair PROBE college fair Westminster college fair College reps visit Grady Posse Scholarship session College in the Courtyard event Grady Skills Expo	Fall semester	School counselors District coordinator Graduation coach CTAE Dept.	Parent permission forms Roster of participants Correspondence from college reps
			Spring semester		

### Dropout Prevention

**GOAL: To encourage students to remain in school and complete a four year program of study that corresponds with the requirements for a general education diploma that focuses on college preparation.**

Strand	Developmental Objectives	Activities to Accomplish	Time Frame	Person Responsible	Evaluation Procedures
<b>STRAND E:</b>  <b>Dropout Prevention Plan</b>	Increase graduation rate and reduce the number of dropouts	Identify students who are at-risk of dropping out of high school by utilizing the APS Early Warning Dashboard	Fall/Spring Ongoing	School counselor Graduation coach Administration	SIS data reports Enrollment verification
		School withdrawal Exit Plan	Ongoing	Graduation coach School counselor	

	<p>Provide school and communities with opportunities for greater collaboration to plan and implement approaches that include evidence-based solutions</p> <p>Document educational strategies that increase graduation rates</p> <p>.</p>	<p>Individual guidance sessions</p> <p>Assess student needs based on data and interaction with individual students; set a four graduation plan; include parents when creating plan</p> <p>Individual guidance sessions</p> <p>Advisory lessons Individual and group sessions</p>	<p>Fall/Spring Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>School counselor Graduation coach</p> <p>School counselor Graduation coach</p> <p>School counselor Graduation coach Classroom teachers</p>	
<b>STRAND E:</b>	<p>Monitor transcripts and credit recovery opportunities</p> <p>Monitor attendance</p>	<p>Meet with students to discuss academic progress and credit recovery opportunities</p> <p>Parent/Student conferences</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>School counselor Graduation coach</p> <p>School counselor Administration Graduation coach Attendance clerk Social worker</p>	<p>Grade reports</p> <p>Attendance reports</p>