



MILFORD

CENTRAL SCHOOL

Home of the Wildcats

Comprehensive PK-12 Counseling and Guidance Plan

Milford Central School District
42 West Main Street, Milford, NY 13807

September 2020

This comprehensive model is the centerpiece of the Milford Central School District's effort to transform and assess the school counseling program. This complete comprehensive model acts as a manual for all school and community members in clarifying the role of the school counselor.

Note: Due to the COVID-19 public health emergency and the mandatory requirements for reopening plans, specific modifications have been made to this document for the 20-21 school year. These updates can be found on page 6.

Counseling and Guidance Vision

The Milford Central Counseling and Guidance Department believes that every student is unique and capable of becoming a critical thinker, a lifelong learner and a contributing citizen in both our local and our global societies. Our PK-12 program focuses on maximizing student achievement by addressing the academic, career and social/emotional development needs of all students. Partnering with students, teachers, families and the community provides counselors with the unique ability to address issues that impact students' daily lives and their success in the educational environment.

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Counseling and Guidance Program Advisory Council

Members

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Nicole Lippitt, School Counselor

Teresa Glavin, Director of Instructional Services and Dean of Students

Kimberly Armstrong, School Psychologist and CSE Chair

Marion Mossman, Parent, Board of Education, System of Care Grant Coordinator

Jennifer Maison, Elementary Teacher

Alicia Flint, Physical Education and Health Teacher

Program Evaluation

This plan is a working document that will require annual evaluation and assessment by the Advisory Council. The annual review process will be based on our progress toward meeting the standards established in Appendix A. Appendix B contains an assessment tool found within the ASCA National Model and the NYSED Commissioner's Regulations Part 100.2(j), which will serve as the basis for our annual program evaluation.

Delivery of Counseling and Guidance Services

Our counseling and guidance activities are driven by standards developed by the American School Counseling Association (ASCA), the New York State Career Development and Occupational Studies (CDOS) standards (Appendix C), and the New York State Social Emotional Learning Benchmarks (Appendix D.) Ultimately, our goal is to ensure that all students PK-12 are receiving instruction that delivers and meets these standards.

Listed below are the current activities included in the Milford Central School Counseling and Guidance Program. A summary of counseling services by content area is also provided.

Current Counseling and Guidance Activities (By Mode of Delivery)

- A. Annual Academic Planning (all grade levels, PK-12)
- B. Classroom Instruction delivered by School Counselor
 - a. Elementary
 - i. Bullying Prevention (PK-5)
 - ii. Conflict Resolution (PK-5)
 - iii. Personal Safety (PK-5)
 - iv. Career Exploration (PK-5)
 - v. Transition Planning (5)
 - vi. Social Skills (PK-5)
 - vii. Decision Making (PK-5)
 - b. Middle
 - i. Career Exploration (6)
 - ii. Decision Making (6)
 - iii. College Awareness (6)
 - c. High
 - i. Career Exploration
 - ii. Transition planning
 - iii. Assessment information and interpretation

- iv. College & Career Planning
- C. Small group Guidance and Counseling available to all students
 - a. Elementary
 - i. Play/lunch groups (PK-5)
 - ii. Social Skills (PK-5)
 - iii. Conflict Resolution (PK-5)
 - iv. Topics as needed (PK-5)
 - b. Middle
 - i. Lunch groups (topics as needed, 6, 7)
 - ii. Decision Making/Responsibility/Choices (6)
 - iii. Social Skills (6)
 - iv. Conflict Resolution (6)
 - c. High
 - i. mandated services group counseling
- D. Testing/Assessment Interpretation and Analysis
 - a. High
 - i. Pre ACT
 - ii. Pre SAT
 - ii. SAT/ACT
 - b. Middle
 - i. interest inventory
 - ii. Naviance assessments
- E. Informational meetings for parents and students
 - a. Middle
 - i. 8th Grade Parent Night (8)
 - b. High
 - i. Financial Aid Night (11,12)
- F. Field Trips
 - a. Elementary
 - i. 5th grade BOCES visit (5)
 - b. Middle
 - i. 6th grade college visit (6)
 - ii. 8th grade BOCES visit (8)
 - c. High
 - i. College Visits (10, 11, 12)
 - ii. 10th grade BOCES visit (10)
- G. Large Group Presentations to Students - assemblies as scheduled
- H. Individual Guidance and Counseling: Provided at all levels
 - a. IEP Counseling

- b. Personal Counseling
 - c. Crisis Counseling
 - d. Academic Counseling
 - e. College and Career Counseling
 - f. Agency Referrals (School Based Health, Otsego County Mental Health, private agencies, DSS, System of Care Grant, SPOA)
- I. Professional Development - as scheduled or required for CFES, PBIS, McKinney-Vento, and various behavioral, social emotional and mental health related topics.

Summary of Counseling and Guidance Program Services Available by Content Area

Academic Development	Career Development	Social/Emotional Development
Transition Planning (5)	Career Awareness and Exploration (PK-6)	PBIS Tier 1 (PK-5)
Decision Making Skills (K-6)	BOCES Visitation (5)	Primary Project (PK-3)
RTI (K-12)	College Visits (6, 9-12)	Bullying Prevention (PK-6)
Psychological Testing (K-12)	CFES (PK-12)	Conflict Resolution (PK-6)
BOCES Visitation (5,8,10)	Naviance (9-12)	Personal Safety (PK-5)
Academic Counseling (K-12)	Job Shadowing (10)	Social Skills (PK-5)
Annual Individual Progress Review Meetings (6-12)		Healthy Decision Making (PK-6)
CFES (PK-12)		Internet/Social Media Safety (4-6)
Scheduling (PK-12)		Lunch Buddies (PK-6)
8th Grade Parent Night		Character Education (PK-6)
New Student Transition (K-12)		LEAF School Based Prevention Services
McKinney-Vento Liaison (PK-12)		IEP Counseling (K-12)
		Individual Counseling (PK-12)
		Group Counseling (PK-12)
		Crisis Counseling (PK-12)
		Agency Referrals (PK-12)

Updates for the 20-21 school year (due to the COVID-19 public health emergency)

- *The fall Advisory Council meeting will be scheduled in early September (moved up from October), in order to discuss and address social and emotional needs of staff and students during re-entry.*
- *Counseling staff will provide additional resources and referrals as needed to address mental health, behavioral, and emotional support needs. Those referrals will include (but are not limited to) the following service providers:*
 - *Otsego County Mental Health Clinic*
 - *Bassett Healthcare, School Based Health Social Worker (in-house)*
 - *System of Care Social Worker (in-house)*
 - *Mobile Crisis Assessment Team (MCAT)*
 - *DSS Preventive Services*
- *Counseling staff will provide support and resources for families as needed.*
- *Counseling staff will provide outreach support to at-risk students who choose to work remotely from home.*
- *Counseling staff will collaborate and communicate daily with teachers and staff regarding any student concerns.*
- *Elementary level: Classroom lessons will be offered at the beginning of the school year and delivered as needed to help students develop healthy coping, self-care, emotional self-regulation and problem solving skills.*
- *Elementary level: “Minute Meetings” will be offered for each classroom and provided to students individually in order to identify any academic, social and/or emotional needs during the transition back to school.*
- *Middle School level: “Minute Meetings” will be utilized to establish a baseline for students’ current social/emotional status as the school year begins.*
- *Middle School level: Through the use of Google classroom, students will be contacted and information communicated as they transition back to school.*
- *High School level: Individual Google Meet sessions will be scheduled for each senior to help kick start the college application process or other post secondary planning. To help reduce the anxiety of the Class of 2021, these meetings whether in person or virtual, will be a priority.*