

## Board of Education Curriculum and Instruction/Student Affairs Committee Meeting Minutes

November 15, 2018

- **School Counseling Services**

- Survey Findings
  - 68% of respondents (160) indicated that they meet with their school counselor an hour or less a school year.
  - 36% of respondents think the counselor does most of the talking during sessions or focuses on grades and scheduling. Yet, 41.3% thought counselors took time to know them.
  - 49% of respondents met with their counselor 1 or 2 times over a course of a school year.
  - 74.4% agreed that school counselors discussed career goals and 24.4% did not agree that counselors discussed career goals.
  - However, when I asked how many times a school counselor discussed career goals with students 46.9% of respondents stated zero or once. An additional 45% said counselors discussed career goals with them at least twice over the course of a school year.
  - When asked if the school counselors helped the student develop a career interest, 68.1% of students responded “no.”
  - 62% of respondents agreed that school counselors have discussed college planning with them. Under 3% said that they were not planning on going to college. The results were consistent with the next question where I asked students to select those college planning discussion that were had. Again, 35% of respondents stated that they never had any discussions about going to college with a school counselor.
- There are tasks that burden counselors with administrative work, like the following:
  - Credit Completion and Summer School - assignment, monitoring, and recording. There were 359 students eligible for Summer School.
  - Attendance – medical, residency challenges, or disciplinary related home instruction.
  - Registration - Create attendance and registration district official.
    - We had 236 students register since July 1 through October 31, 2018. These fill up summer counselor days.
  - Transcript and records requests. Shift to attendance and registration district official.
- I also believe that we should establish clear benchmarks for meeting with students to discuss college and career planning.
  - Intake with every freshman and freshman parent about building a college plan. Pay counselors at night for counseling sessions. For instance, one of the goals should be, “Meet with every 9<sup>th</sup> grade student to discuss college and career planning for 45 minutes for the purpose of developing a written college and career plan in collaboration with parent and student.” Follow this up with Junior/11<sup>th</sup> grade meeting.

- **Solutions:**
  - Create a District Registrar Office that will be housed at the Board Office in the basement.
    - Requires architect to provide a re-design and Board allocation of funds to do so.
    - Hire a former counselor or counseling director to be District Registrar Official. A tentative job description was shared.
  - We tripled the number of students headed into College Now Programs and FTI, so hiring two new counselors would be prudent so that more focused services are provided to non-college going students and students seeking certification programs at CCC.
    - There was strong opposition to what was proposed by Mr. McElroy, however the three other members, Mrs. Storer, Ms. Dawson, and Mr. Murray were in favor of moving the suggestions forward. Mr. McElroy shared strong negative opinions about the school counseling department members and asked that I start by holding school counselors “feet to the fire.”
    - After some further discussion, all four committee members asked that I move forward with the proposal, with the exception of creating a basement office, at this point in time. They asked that we revisit that proposal at another committee meeting in the future.
    - Mr. McElroy asked that I send him a “scope and sequence.” I shared the School Counseling Department monthly goals and that was not to his satisfaction. I then emailed the committee the School Counselor Job Description.
  - Shift Responsibilities between Human Resources and Supervisor of Special Projects
    - Improve school programming as it relates to co-curricular participation;
    - Drop-Out Specialist;
    - Enhance Service Club Community Partnerships;
    - Sharpen focus on social-emotional needs in the schools.
    - Enhances cultural proficiency, educates students and staff about implicit bias, improves diversity of thought, and sharpens instructional and counseling services.