

*Lake Shore Central School District*  
*K-12 Comprehensive School Counseling Program*  
**2024-2025**



Lake Shore Central School District  
959 Beach Road  
Angola, New York 14006

## Foreword

The Lake Shore Central School District's Counseling and Social Work Department is pleased to offer the *Lake Shore Central School District Comprehensive School Counseling Programs*. This program guide is the result of a review by each counselor and social worker currently employed in the Lake Shore Central School District. Additionally, this guide will be reviewed on an annual basis by the district's school counselors, social workers and an Advisory Board. This serves as the centerpiece of the Lake Shore Central School District's school counseling practices and represents the department's continued and ongoing dedication to comprehensive programming aligned with the American School Counselors Association and New York State School Counselors Association, along with New York State Education Department regulation 100.2. In addition, model programming from the School Social Workers Association of America and the New York State School Social Workers Association is assimilated into the comprehensive program.

## Table of Contents

<b>LAKE SHORE COUNSELING DEPARTMENT ORGANIZATION</b>	<b>3</b>
<b>PROGRAM OBJECTIVES</b>	<b>4</b>
<b>PROGRAM DEVELOPMENT AND MAINTENANCE PLANNING</b>	<b>5</b>
<b>SCHOOL COUNSELING CURRICULUM AND ACTIVITIES</b>	<b>6</b>
<b>EVALUATION METHODS</b>	<b>8</b>
<b>PROGRAM OUTCOMES REPORT</b>	<b>8</b>
<b>ASSESSMENT OF RESOURCES</b>	<b>9</b>
<b>PROFESSIONAL LEARNING PLANNING</b>	<b>9</b>

# **LAKE SHORE COUNSELING DEPARTMENT ORGANIZATION**

**2024-2025**

## **Facilitator of School Counselors/Social Workers**

Julie Schwab(K-12 Counseling Administrative Liaison)

## **Department Chairperson of School Counselors/Social Workers**

Nicole Phillips (Middle School)

Greg Tomasik (High School)

## **School Counselors**

Heather Boncore (High School)

Steve Brown (High School)

Samantha Edinger (J.T. Waugh Elementary)

Leslie Grimaldi (Middle School)

Vanessa Manney (High School)

Mackenzie Mead (A. J. Schmidt Elementary)

Jim Michael (Middle School)

Jessica Phillips (Highland)

Greg Tomasik (High School)

## **Family Support Center District Social Workers**

Aleah McAfee (District, J.T. Waugh Elementary)

Katherine Dziewa (District, High School)

Meghan Mack (District, A. J. Schmidt Elementary)

Nicole Phillips (District, Middle School)

## **Lake Shore Central School Counseling Department Advisory Board**

Greg Tomasik

Nicole Phillips

Samantha Edinger

Jennifer Michalec, Board of Education

Kayla Friend, Student Liasion

Harmonia, Community Organization

## **PROGRAM OBJECTIVES**

The mission of the Lake Shore School Counseling Department is to provide a comprehensive school counseling plan that will assist all students K-12 in acquiring the skills, knowledge and attitudes to demonstrate college and career readiness, and be responsible citizens and lifelong learners.

### **The Lake Shore School Counseling Program will:**

- 1.) Be student-centered and based on specified goals and developmental student competencies.
- 2.) Include education that extends beyond the classroom environment and allows students to develop lifelong skills that can assist in the pursuit of their life goals.
- 3.) Consider all students' ethnic, cultural, racial, sexual orientation and special needs when planning and implementing the counseling program.
- 4.) Be data-driven. The data will be used in assessing the needs and effectiveness of the counseling programs and drive future program development and evaluations.

## PROGRAM DEVELOPMENT AND MAINTENANCE PLANNING

### **School Counselors and School Social Worker Use of Time:**

School Counselors recognize the value of direct service (contact) with students in addition to indirect service. A School Counselor's time and resources are limited and, therefore, should be protected. Program delivery and direct counseling services can be increased by re-assigning non-counseling activities whenever possible.

### **Recommended School Counselors Time Distribution**

<b>Component</b>	<b>Elementary</b>	<b>Middle School</b>	<b>High School</b>
<b>Counseling Core Curriculum</b>	35%-45%	25%-35%	15%-25%
<b>Individual Planning</b>	5%-25%	15%-25%	25%-35%
<b>Responsive Services (Direct Services)</b>	30%-40%	30%-40%	25%-35%
<b>System Support (Indirect Services)</b>	10%-15%	10%-15%	15%-20%
<b>Total</b>	100%	100%	100%

### **School Counselors and School Social Worker Use of Data:**

A comprehensive school counseling program is data-driven to ensure every student receives the benefits of the school counseling program. School counselors must show that activities implemented as part of the program were developed from analysis of students' needs, achievement and/or related data.

### **School Counseling Advisory Board:**

The School Counseling Advisory Board will meet twice each year to review the Comprehensive Program and provide feedback for ongoing discussion. The members of the Advisory Board will represent a range of school, community, and agency stakeholders.

## SCHOOL COUNSELING CURRICULUM AND ACTIVITIES

Lake Shore's Comprehensive School Counseling Program integrates academic, career and personal/social development. The components of a comprehensive counseling program include the counseling curriculum, individual planning, responsive services, direct services, indirect services, and systems support.

### School Counseling Core Curriculum:

The school counseling curriculum consists of structured developmental lessons to assist students in achieving the desired competencies and to provide all students with the knowledge and skills appropriate for their developmental level. The school counseling curriculum is infused throughout the school's overall curriculum and is presented systematically through K-12 classroom instruction and group activities. All K-5 students receive the [Second Step](#) curriculum.

- **Classroom activities:** Present lessons in the classroom setting.
- **Group activities:** Conduct large group activities to address students' particular needs.
- **Interdisciplinary activities:** Participate in teams to develop curriculum across content areas.
- **Career and College Awareness Month:** Sponsor College and Career Awareness activities.
- **Digital Literacy:** Employ technology based Career and College Awareness Programs.

### Individual Student Planning:

Coordinate ongoing systematic activities designed to assist students individually in establishing personal goals and developing future plans.

- **Case Management:** Monitor individual student progress.
- **Individual Appraisal:** Use assessment information and other data to assist students in analyzing and evaluating their interests, skills, and abilities.
- **Individual Advisement:** Work directly with students on developing an appropriate educational plan.
- **Placement:** Assist students in determining the proper educational setting as they prepare to meet their academic and career goals.

NYS Career Plan- College and Career Readiness	<a href="#">NYS Career Plan</a>  <a href="#">Elementary Age College and Career Video</a> <a href="#">Middle School College and Career Video</a> <a href="#">High School College and Career Video</a>
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**Responsive Services/Direct Services:**

Responsive services consist of activities meeting individual student's immediate needs, usually necessitated by life events, situations and/or conditions in the student's life. These needs require counseling, consultation, referral, peer mediation and/or information.

- **Student Advocate:** Participate in and/or coordinate RtI, 504, SST, CSE, and attendance meetings.
- **Home Visits:** School Social Workers may provide home visits on a case-by-case basis to build the family-school relationship.
- **Consultation and Collaboration:** Work with parents, teachers, students and other involved parties to develop strategies to assist students.
- **Personal Counseling:** Provide maximum student privacy to freely explore ideas, feelings, and behaviors. Individual counseling is based on assessment and need. This is a case-by-case basis and may include both short and long term counseling.
- **Crisis Counseling:** Provide prevention and interventions; such counseling is short term in nature addressing a particular student's concern(s).
- **Referral:** Refer students and their families to appropriate school community agencies when needed. School Social Workers process all community referrals for the district through the Family Support Center.

Lake Shore Family Support Center/School  
Social Workers Delivery Program (Direct and  
Indirect Services)

[Lake Shore Family Support Center/School  
Social Worker Delivery Program](#)

## **EVALUATION METHODS**

Lake Shore School Counselors will demonstrate the effectiveness of the School Counseling Program in measurable terms as well as in terms of the effectiveness of a partnership with the School Social Workers. To evaluate the program and to hold it accountable, School Counselors along with the School Social Workers will collect and use information and data that links the program to student growth in the three domains: academic, career and social emotional.

### **School Counselor Accountability Components:**

Individual School Counselor evaluations will be aligned with the district approved APPR process. This process utilizes the ASCA Performance Appraisal as a model for the rubric and indicators that reflect specific components of the counselor's role in the school community. This process includes opportunities for self-reflection and dialogue with building administration.

### **School Social Worker Accountability Components:**

Individual School Social Worker evaluations will be aligned with the district approved APPR process. This process includes opportunities for self-reflection and dialogue with building administration.

## **PROGRAM OUTCOMES REPORT**

### **Comprehensive Program Report**

The Comprehensive Program Report organizes the school counseling curriculum to demonstrate the relationship between the school counseling program to the instructional program. School Counselors use reflective skills, collaboration and teaming, and data analysis to show how the school counseling program impacts the effectiveness of the school. This report includes the process, perception and results data to ensure school counseling programs are carried out, analyzed for effectiveness and modified as needed. Sharing these reports with stakeholders serves to advocate for the students and program. Immediate, intermediate and long-range results are collected and analyzed by the team of school counselors for improvement.

In addition, the school social workers also demonstrate how their programming aligns to foster supplemental programming to the school counseling program without duplicating services in the school community.



## ASSESSMENT OF RESOURCES

The Lake Shore Central School Counseling Department, which includes school counselors and school social workers, will self-audit their program annually to evaluate the comprehensive programming and to facilitate revisions needed to guide future programming for the Lake Shore School Community. Board of Education members serving on the Counseling Department Advisory Board will update the Board as needed and requested. Periodically, School Counselors and Social Workers will provide the Board of Education with additional information as requested.

## PROFESSIONAL LEARNING PLANNING

Professional learning will occur to maintain and enhance the total counseling program.

- **Professional Development:** School Social Workers update knowledge and skills by participating in training, professional meetings, conferences and relevant coursework.
- **Program Promotion:** School Social Workers provide orientation and information regarding the programs to the greater community via websites, counseling newsletters, and community presentations.
- **Consultation with teachers and staff:** School Social workers collaborate with teachers and other staff members to provide information regarding the needs of a student. School Social Workers should participate in district committees and in-service programs.
- **Parent and Community Outreach:** School Social Workers provide ongoing support and information to the greater community regarding student needs.
- **Provide Staff Training:** School Social Workers may provide training to district staff on mental health and community resources.
- **Community Programming:** School Social Workers will organize and plan an annual school community event with all benefits going to support the Family Support Center.