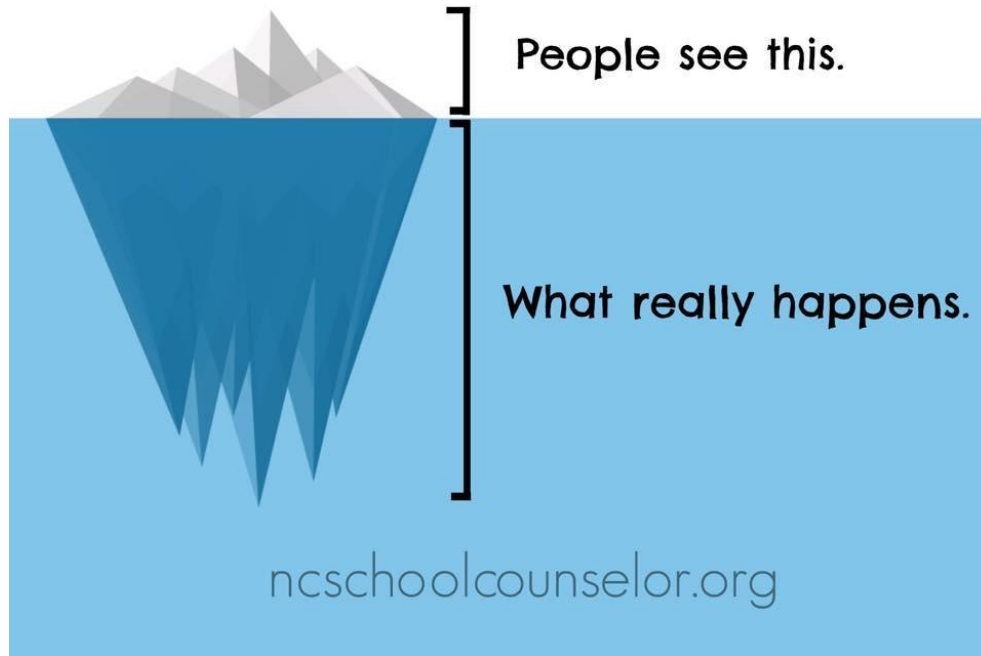

Advocacy At the School, Local, and State Level

— Kelly O'Connell, Rachel Pufall —

Agenda

1. Building Relationships at the school level
2. Building Relationships at the local level
3. Building Relationships at the state level

Effective School Counseling



Who- Teachers and Pupil Service Staff

At the beginning of the school year:

*Reach out to any new teachers to introduce yourself and explain your role.

*Check-in with returning staff

*Roles of all pupil service staff

*Present Professional development

- Trauma Informed Care
- Mental Health
- Mandatory Reporting
- School or class/wide curriculum

Who- Your principal/supervisor

At the beginning of the school year discuss:

- *Priorities you agree upon for your use of time throughout the year

- *Roles and responsibilities -counseling and administrative

- *Professional development

- *Make sure your supervisor/principal is aware of your daily activities with daily, weekly, check-ins.

- *Create an Annual Agreement



Annual Administrative Conference

School Counselor _____ Year _____

After a review of the school data, the following priorities were identified:

Based on these priorities, the following goals were identified:

Annual Student Outcome Goals

1	
2	

School Counselor Use of Time

A minimum of 80% of time is recommended for direct and indirect student services and 20% or less in program planning and school support.

Use of Time from Previous School Year			
Direct Student Services	Indirect Student Services	Program Planning and School Support	Non-School-Counseling Duties
%	%	%	%
Use-of-Time Plan for Current School Year			
Direct Student Services	Indirect Student Services	Program Planning and School Support	Non-Counseling Duties
%	%	%	%

Ratio and Caseload

The recommended ratio is one school counselor per 250 students.

Ratio One School Counselor Per Students

Alpha Assigned: Last names beginning with: to

Caseload defined by: Grade Level: Students in grades:

All Students in Building

Other:

Program Implementation Plan to Address Priorities

Attach the following documents for review and discussion during the conference:

- Classroom and Group Mindsets & Behaviors Action Plan
- Closing-the-Gap Action Plan
- Annual Calendar

Advisory Council

The school counseling advisory council will meet to provide feedback and input on the school counseling program.

Fall Meeting Date:	
Spring Meeting Date:	
Proposed Members:	

Professional Development

I plan to participate in the following professional development based on annual student outcome goals and my School Counselor Professional Standards & Competencies self-assessment.

Date(s)	Topic	Cost

School and District Committees and Professional Work

Group	Time Commitment	School Counselor's Role

Budget Materials and Supplies

Annual budget: \$ _____

Materials and supplies needed:

School Counselor Availability/Office Organization

The school counseling office will be open for students/parents/teachers from _____ to _____

My hours will be from _____ to _____ (if flexible scheduling is used).

The career center will be open from _____ to _____

Role and Responsibilities of Other Staff and Volunteers

- _____ School Counseling Department Assistant
- _____ Attendance Assistant/Clerk
- _____ Data Manager/Registrar
- _____ College and Career Center Assistant
- _____ Other Staff
- _____ Volunteers
- _____
- _____
- _____
- _____ School Counselor Signature
- _____ Administrative Signature
- _____ Date Signed

Who- Your school board

At least once a year your district counseling team can make a presentation to the school board, no more than 10 minutes. Also invite them into activities at school. Talk about:

- *ACP updates-assessments, portfolios, etc

- *PBIS - your role

- *Your data-students served, etc

- *Conferencing numbers

- *Anything else you are doing that the board will value

Who- Parents and other staff

Be visible:

*Volunteer

*Be on committees

*Respond to phone calls and emails within 24 hours

*Cafeteria

*Clubs/Athletics

- What parent communications do you have in place?
 - Is it the best way to communicate?
- How can you reach all parents?
- How can you build it into what you already do using systems already in place?
- What other activities do you participate in within school, but outside of school counseling?

Who- Local legislators

WSCA's annual "Afternoon on the Hill" is the perfect way to let your state representatives know what their school counselors do and how important they are to have in our schools.

- *Invite them in for events or day to day activities

- *Schedule meetings with them and students when you're in Madison

[Find My Legislator](#)

Who- Local legislators - Senate

State Senate Districts

State Senators

Senate Committees

- Senate Committee on Education

Who- Local legislators - Assembly

[Assembly District Map](#)

[Assembly Members](#)

[Assembly Committees](#)

- [Assembly Committee on Education](#)
- [Joint Committee on Finance](#)

Who - YOU!



<http://www.thewheelerreport.com>

- Stay up to date on legislative activity

You can elevate the voice of school counselors and the profession!