

Wyoming Valley West School

District K-12 Guidance

Curriculum Plan

2022-2023

450 Maple Avenue

Kingston, PA

18704

Luzerne County

School Counselors and Assignments 2022-2023

Elementary

Maureen Boich	State Street	Grades 3-4-5	(713)
Allison Cryan	Third Avenue	Grades KDG	(110)
	Chester Street	Grades K-5	(301)
Maylan Nicholson	Dana Street	Grades K-5	(618)
Santina Prociak	State Street	Grades K-2	(656)

Middle School

Alexa Yankosky		Grade 6	(360)
Kristen Kaminski		Grade 7	(431)
Jessica DePhillips		Grade 8	(428)

**counselors rotate and follow the students by grade for 3 years*

High School

Shelley Bartolomei		Grades 9-12	(351)
Brenda Christian		Grades 9-12	(351)
Luke Ruseskas		Grades 9-12	(351)
Shawn Kelly		Grades 9-12	(351)

**Counselors divide their caseloads by the alphabet and follow students for 4 years.*

Mission Statement

The School Counseling Department of the Wyoming Valley West School District provides academic, social, behavior and career counseling services that allow and encourage all students K-12, to experience learning success and become lifelong learners and contributing members of our school and community.

School Counseling Beliefs

- *Every Student can achieve success
- *Every student utilizes unique learning styles

School Counseling Philosophy

- *All students have the right to be served by the school counseling program
- *The school counseling program will use and incorporate data for plan development consistent with expected developmental stages of learning
- *The School Counseling program shall be managed by state-certified counselors.
- *All students have access to information about occupational and educational planning
- *All students should have access to a school counselor to discuss personal concerns and identify needs and set goals
- *Students and Parent/guardians are responsible for monitoring the student's educational progress with the assistance of teachers and professional school counselor

Program Goals

A: Maintain 90% of students K-5 who can identify their own "spark".

B: 95% of 3rd-12th grade students will maintain their career portfolio.

C: 95% of High School seniors will meet the Graduation Pathways requirement starting with the graduating class of 2023.

Role of Stakeholders in the K-12 School Counseling Program

Students: The students in the Wyoming Valley West School District will attend school. Students will develop, model, and apply school success skills and pro-social skills. Students will recognize and take responsibility for negative, inappropriate behavior. Students will have the opportunity for classroom instruction, school wide programs, and volunteer opportunities that promote and enhance career development and post-secondary transitions.

Parents/Guardians: Parents/Guardians can access the School Counselor job description on line and in the district handbook. Parents/Guardians have access to the counselor through face to face, phone, and written communication. Parent teacher conferences, PTO programs and career focused newsletters will augment/reinforce/support career, social and academic domains of the curriculum. Parents/Guardians should encourage their children to access the counseling program at all levels. On the secondary level, parents/guardians and students should seek the resources related to post-secondary opportunities.

Teachers: Teachers will have awareness and access to the career education and work standards and materials to plan classroom lessons. Standards will be introduced and reinforced across the curriculum to foster student connections to their skills, interests, and abilities. Through consultation and collaboration teachers will identify classroom and individual student needs to plan needs-based interventions and supports.

Administration: Administrators address the school climate and conduct school wide needs assessments through data collection and analysis. They consult and collaborate with counselors and teachers on high-risk students. Administration will increase the awareness of the role of School Counselors and promote team building, planning and implementation of programs. Administrators will provide feedback on ways to improve the counseling program to better support students/families and reinforce career education and work standards.

Business/Community: Provide information and input on career opportunities within the community. Provide information to spark career interest and connections to academic core and extracurricular activities. Local business and community representatives will participate in all aspects of the advisory council.

Post-Secondary: The district will develop partnerships with post-secondary representatives to ensure all students are exposed to various post- secondary opportunities.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Month	Academic	Career	Personal/Social	Grades	Ongoing	Standard	# of Students Affected	Materials	Start/End Date	Location	Eval and Assessment	Stakeholders Delivering	Contact Person	Guidance Curriculum	PI and R Services	Individual Stud Planning	System Support
1	August																	
2																		
3																		
4	New Student Orientation	X	X	X	K, 6-9	X	13.1.3.E								X			
5	New Student Meetings	X	X	X	All	X											X	
6	504 Plan Writing	X	X	X	All	X										X		
7	Transition Meetings	X	X	X	All	X											X	
8	Bulletin Boards	X	X	X	All	X									X			
9	Scheduling	X	X	X	All	X		13.1.8 ABDEFH										
10	District Faculty Inservice	X			All	X												
11	Building Faculty Inservice				All	X												
12	Consultation w/ Related Services	X	X	X	All	X												
13	Professional Consultation	X	X	X	All	X												
14	Consultation w/ Community Services	X	X	X	All	X												
15	Crisis Intervention				All	X												
16	Individual/Small Group Counseling				All	X												
17	Summer School Grade Evaluation	X			6 to 12													
18	Prospect Meetings				5, 6, and	X												
19	Conflict Resolution				All	X												
20	Anti-Bullying				All	X									X			
21	Assemblies/PTO Programs				All	X									X			
22	Truancy/Attendance	X	X	X	All	X									X			
23	Home Visits	X	X	X	All	X									X			
24	Parents	X	X	X	All	X										X		
25	Student Acknowledgment	X	X	X	All	X												
26	Publicity	X	X	X	All	X												
27	Guidance Website/Wiki	X	X	X	9 to 12	X												
28	Charitable Fund Raising				K to 12	X	13.3.8											
29	WWW Cyber School Meetings	X	X	X	6 to 12	X										X		
30	College/Tech Program Visitation	X	X	X	9 to 12	X												
31	College Scholarship Coordination	X	X	X	11 and 12	X	13.3.11.A											
32	GIEP planning and consultation	X	X	X	K to 12	X										X		
33	Counseling Intern Supervision				K to 12	X												
34	SpaerMart	X	X	X	9 to 12	X	13.1.11.D											
35	WWW Credit Union in HS	X	X	X	11 to 12	X	13.1.11.D											
36	Community Based Vocational Training	X	X	X	K to 12	X										X		
37																		
38	September																	
39	Schedule Adjustments/Revisions	X	X	X	All	X										X		
40	IQ Screenings	X	X	X	K-5	X												
41	Dibels	X	X	X	K-2													
42	Meet the Teacher Night	X	X	X	All													
43	Meet the School Counselor	X	X	X	K, 6-9										X			

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
1	Month	Academic	Career	Personal/Social	Grades	Ongoing	Standard	# of Students Affected	Materials	Start/End Date	Location	Eval and Assessment	Stakeholders Delivering	Contact Person	Guidance Curriculum	PI and R Services	Individual Stud Planning	System Support	
44	Child Study				All														
45	Coordination/Preferential	X	X	X	12											X	X		
46	College Applications	X		X	12												X		
47	Letters of Recommendation	X			11,12	X	13.3.11								X				
48	Early College	X	X	X	All	X										X			
49	Facilitate mtgs b/y parents, teachers, students	X		X	All	X										X			
50	Student Assistance Meetings	X		X	6 to 12	X													
51	IEP Team Member/LEA Designee	X	X	X	All	X									X				
52	SAT	X			8 to 12	X									X				
53	Classroom Diagnostic Tool	X			8 to 12	X									X				
54	Labor Day Activities	X	X	X	K to 5		13.1.3.D								X				
55	Lunch Pals				K to 2/State										X				
56	School Wide Positive Behavior Support Plan	X		X	to 5/ Dana	X									X				
57	Student of the Month	X		X	K to 12	X									X				
58	Positive Reinforcement Plans			X	K to 12	X									X				
59	SAP Classroom Presentations	X	X	X	6 to 8										X				
60	Senior Projects/Bridges	X	X	X	12	X									X				
61	Financial Aid Presentation @ Learning Works Program @ King's College	X			9 to 12														
62	PRIDE luncheons	X		X	5 to 8										X				
63	Field Trips	X	X	X	6 to 8	X									X				
64	Senior Meetings	X	X	X	K to 12	X									X				
65	Senior Meetings	X	X	X	12	X									X				
66	October																		
67	Breast Cancer Awareness			X	ana and Schuyler										X				
68	PSAT	X	X	X	9 to 12										X				
69	Red Ribbon Month				K to 5										X				
70	Keynote and PSSA Webinar/Keystone and PSSA Preparation	X			3 to 12	X									X				
71	LCCC College Fair	X	X	X	9 to 12										X				
72	Fire Safety Month	X	X	X	K to 5		13.1.3.D.E								X				
73	PSU Engineering Open House	X	X	X	11 and 12										X				
74	LCCC CORE Program	X	X	X	12										X				
75	Columbus Day	X			K to 5										X				
76	Halloween				K to 5										X				
77	SAT Administration	X	X	X	8 to 12		13.1.11.A								X				
78																			
79																			
80	November																		
81	Parent Teacher Conferences														X				
82	Financial Aid Presentation		X	X	9 to 12										X				
83	Financial Aid Training		X	X	9 to 12										X				
84	Thanksgiving Family Outreach	X	X	X	K to 12										X				
85	Veterans Day	X	X	X	K to 12		13.1.3, 5, 8, 11								X				

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Month	Academic	Career	Personal/Social	Grades	Ongoing	Standard	# of Students Affected	Materials	Start/End Date	Location	Eval and Assessment	Stakeholders Delivering	Contact Person	Guidance Curriculum	Pl and R Services	Individual Stud Planning	System Support
126	HS Student Scheduling/PA	X			8 to 12		13.1.11.A								X			
127	HS Student Scheduling/PA Career Zone/Onet	X	X	X	10, and 11												X	
128	Transition/Consultation				6 to 8													X
129																		
130																		
131	April																	
132	HS Student Scheduling/PA Career Zone/Onet	X	X	X	10, and 11		13.1.11.B,E										X	
133	Awards Committee	X			12													X
134	PACAC College Fair @ King's College	X	X		11										X			
135	Presidential Award Data Collection	X			5													X
136	Earth Day	X	X		K to 12										X			
137	Finance Park Visit	X	X	X	9		13.1.11.A											
138	Kindergarten Screenings/Registration	X			PreK										X			
139	West Side CTC Tour	X	X		5,8										X			
140																		
141	May																	
142	Awards Committee	X			12													X
143	Keystone Exam Administration	X			9 to 12										X			X
144	Memorial Day celebration														X			
145	Kindergarten Screenings Kindergarten Move Up	X			PreK										X			
146	Programs	X			K		13.1.3.F,G								X			
147	5th Grade Award Ceremony	X			5										X			
148	National Honor Society Induction	X			7 to 12										X			
149	SAT Administration	X			8 to 12		13.1.11.B								X			
150	5th Grade Move Up Day/Scheduling	X	X		5										X			
151	Meeting	X	X	X	5													X
152	HS Award Ceremony	X	X	X	12		13.1.11.F								X			
153	AP Exams	X			11 and 12										X			
154	Annual School Counselor Mtg. (IU)	X	X	X	K to 12										X			X
155	Arts and Science Day	X	X	X	5/Chester St.													
156																		
157	June																	
158	Graduation	X			12										X			
159	Failure Notifications	X			K to 12										X			
160	Retention Notifications and Summer School	X			6 to 12										X			
161	Retention Recommendations Meetings	X			K to 5													X
162	MS Awards Night/Recognition Day	X	X		6 to 8		13.1.8.F								X			
163	Fun Day		X	X	K to 5										X			
164	SAT Administration	X			8 to 12		13.1.11.B								X			

School Counselors-

The school counselor is a vital member of the educational team. The school counselor advocates for all students within the domains of academic achievement, personal/social development, and career development. The school counselor provides avenues for success and the encouragement for students to be contributing members of the school and community. School counselors are liaisons to students and their families in each of the three domains.

Elementary School Counselor Roles (Grades K-5)

Counseling service delivery is provided through Individual student planning, interview, and testing

Small group counseling intervention and mediation

Classroom Guidance lessons and cross curricular content Crisis response intervention

Consultation and collaboration with parents, teachers, administration, through Child Study Team.

Multidisciplinary Team/ IEP team member

Agency ISPT meetings

Agency liaison

Parent contact

PSSA School Assessment Coordinator Program planning

504 Plan coordinator

Paperwork/data collection coordinator for Child Study and Pre-referral Packet

SAIP (School attendance improvement plan team member)

PBIS Team Member

Mandated Reporter

Middle School Counselor Roles (Grades 6-8)

Mandated Reporter

Student Scheduling/Orientation Coordinator

504 Plan Coordinator

IEP team member

Cyber Student manager

Crisis/first-response counselor

Academic/Career counselor

Student conflict mediator Group

Counseling

Classroom Guidance Lessons

Standardized Test Coordinator

Agency Liaison

Child Study/pre-referral coordinator

Preventative Counselor (drugs, alcohol, etc.)

GIEP coordinator

SAP team members

National Junior Honor Society advisor

Peer tutoring advisor

West Side CTC tour coordinator

Career Day coordinator

School Improvement Plan team member

PBIS Team Member

Young Scholars Program Advisor

Prosper team member

SAIP (school attendance improvement plan) team member

High School Counselor Roles (Grades 9-12)

Mandated Reporter

Orientation Coordinator (school logistics, bus transportation)

Supervisor of school records (annual maintenance, evaluation, grade level and academic placement, graduation, scheduling)

PSAT Testing Supervisor

Keystone Exam Coordinator

AP Testing Supervisor

Act 158 Pathway manager

IEP Team Member

Cyber Students Manager

504 Plan Team Member/Coordinator

Agency Liaison

NCAA School Manager

College Visits Coordinator

Military/Armed Forces Liaison

Off-Campus Programs Manager (Early College, Young Scholars, Dual Enrollment)

SAT/ACT Registration Manager

National Honor Society Advisor

SSD/Accommodations Manager for all standardized college-related testing

Crisis Manager

Homeless Students Manager

Academic/Career Counselor Child Study Team Manager

School District Representative for medical transport to hospitals

Local/National Scholarship Information Manager

Financial Aid Seminar Supervisor (FAFSA,PHEAA)

Manager of all information requested by colleges and universities both paper and electronic (applications, transcripts, letters, evaluation reports, mid-year reports, final reports, etc.)

College Fair/Job

Coordinator Individual

Counselor

Preventative Counselor (drugs, alcohol, etc.)

Wyoming Valley West Chapter 339 Advisory Council

Mr. David Usavage, WWV School Board member

Mr. David Tosh- Superintendent

Mr. David Novrocki- Director of Curriculum, Instruction and Pupil Services

Mr. Anthony Diction, Transportation, College and Career Readiness

Mrs. Marya Baratta- Special Ed Representative

Mrs. Tara Carey- High School Principal

Mr. David Bond, Middle School Principal

Mr. Angelo DePrimo, Elementary Principal

Mr. Tim Needle, Elementary Principal

Mrs. Shelley Bartolomei, High School Counselor

Mrs. Brenda Christian, High School Counselor

Mr. Luke Ruesskas, High School Counselor

Mr. Shawn Kelly, High School Counselor

Mrs. Kristen Kaminski, Middle School Counselor

Ms. Alexa Yankoski, Middle School Counselor

Ms. Jessica DePhillips, Middle School Counselor

Mrs. Maureen Bolch, Elementary School Counselor

Mrs. Allison Cryan, Elementary School Counselor

Mrs. Maylan Nicholson, Elementary School Counselor

Mrs. Santina Proclak, Elementary School Counselor

Makayla Kelly, 5th grade student rep

Patrick Craig, 7th grade/Middle school rep

Lola Wojciechowski, 10th grade/ High School rep

Mr. Thomas Hannigan Business Rep

Mr. Pat Hogan Business Rep

Mrs. Ann Sorick, Business Rep

Mrs. Jill Yurko- parent

Mrs. Christy Wojciechowski- parent

Mrs. Tracey Faux, West Side Career and Tech Center Rep

Diane Orloski- LIU 18 Transition Specialist

Mrs. Ellen Gregorio, Post-Secondary- Penn State- Wilkes Barre

Mr. Ed Hennigan, Post-Secondary-LCC

Mrs. Michelle Landon, Post-Secondary-King's College

Big Ideas

Stakeholder: Students

Big Idea: Grade 5 tour of the West Side Career & Technical Center

- Coordination with co-op personnel at West Side Career & Technical Center on dates/times of visits.
- Transportation set up through district Director of Transportation from Elementary Schools to West Side Career & Technical Center.
- Students will be given a general building tour and listen to presentations on each of the programs offered at the West Side Career & Technical Center.
- 95% of 5th grade students will receive a tour of the West Side Career Technical Center.
- Maintain career awareness and planning.

Big Ideas

Stakeholder: Administration

Big Idea: Participation in Chapter 339 Advisory council

- Invite administrators to Advisory Council meetings to be held twice annually.
- Collaboration at Advisory Council meetings to focus on revisions/adjustments to Comprehensive Guidance Plan to meet all Career & Work standards.

Big Ideas

Stakeholder: Teachers

Big Idea: Consistent Grade Level activities performed within the classroom in all grades to address the Career & Work Standards.

- Collaboration to determine specific classroom activities for each grade and the standard that the activity will address.
- Continuation of timelines for activities to be performed for each grade.
- Implement classroom activities that meet the Career & Work Standards.
- All classroom teachers will implement grade level activity in the time frame determined.
- Feedback will be shared from teachers and students.

Big Ideas

Stakeholder: Parents

Big Idea: Parents will make use of technology to engage in career discussion, career planning, and career options.

- Use skyward, email, Google Classroom, and WWV website to encourage and maintain parent contact.
- Increase communication between parents, students, and school counselors on career planning and career readiness

Big Ideas

Stakeholder: Business/Community Big Idea:
Career Day

- Invite professionals from specific career clusters and professions to speak to students about their job.
- In the secondary school, Pennsylvania colleges and United States military branches set up informative tables throughout the school year.
- Have students complete a Google form indicating their Top 3 choices of careers that they would like to learn more about.
- 95% of students will participate in Career Day/Read Across America.
- Students will have an increase in knowledge as to specific careers available in the community and awareness.

Big Ideas

Stakeholder: Post-Secondary

Big Idea: Dual enrollment for students in Grades 11-12

- Partnership with local college(s) that offer High School students opportunities at dual enrollment, thus receiving college credits.
- Determine which students would meet the criteria needed to participate in the dual enrollment program.
- Adjust students' schedules who meet criteria, and are interested, in courses at local college(s).
- Calculate the number of students eligible for dual enrollment and compare to the number of students who participate in college courses.
- Track number of students who graduate High School with college credits.

Organizing Career Resources

The various career resources listed below will assist in connecting the program to business and community in the career domain.

Career Resources	Connection
Intermediary Organizations	IU 18, IU 19, Penn State Wilkes Barre Extension
Umbrella Organizations	Rotary Club, Chamber of Commerce
Community State Organizations	Career Link, Penn State Wilkes Barre Extension, Municipal Fire and Police Departments,
Individual Contacts	Local Business Partnerships, Post Secondary Representatives
Community/Business Meetings	Rotary Club, Chamber of Commerce
Community Events	College Fairs
Internet Based Links	District website, www.choices360.com , www.Qacareerstands.com , www.cacareerzone.com , www.onetonline.com www.bigfuture.collegeboard.org www.career_tech.org , www.cfn.c.org , www.educational_planner.org .
Media/Advertising	District website, School Counseling Department, Wiki, School & District bulletins and announcements, District Social Media
Publications/Documentation	District website, School Counseling Department, Wiki, School & District bulletins and announcements, District Social Media

Career and Technical Center Strategy

School counselors will develop a schedule to ensure that all students transitioning from one developmental level to the next will have the opportunity to see career and instructional opportunities at West Side CTC.

- Parent informational session provided by CTC staff.
- West Side CTC staff will provide a presentation describing the available career and technical programs offered at CTC for all students in Grade 8.
- Grade 5 - brief tour to provide exposure to opportunities at West Side CTC
- Grade 8 - comprehensive tour to provide in-depth information about career training opportunities at West Side CTC.
- WVW staff membership on the West Side CTC Advisory Council