

East Stroudsburg Area School District

Comprehensive Career Development and Counseling Plan: Chapter 339

Counselors and Assignments

High School South

Counselor Name
Joseph Formica- Co-Department Chairperson
Jay Kule- Co-Department Chairperson
Carol Huffman
Alison North
Phil Kerzner
Faith Nicosia

High School North

Counselor Name
Casandra Dietz
David Falbo- Department Chairperson
Jeffrey Reichl
Elizabeth Sullivan
Jillian Ziegler

JT Lambert Intermediate School

Counselor Name
Lach Peeke
Debra Jones
Cindy Christian

Lehman Intermediate School

Counselor Name
Eric Reichert
Danae Klock

Bushkill Elementary School

Counselor Name
Lori Ann Meyers
Carley Chamberlin (Split Position)

East Stroudsburg Elementary School

Counselor Name
Sarah O'Connor
Jonathan Osmun

JM Hill Elementary School

Counselor Name
Sarah Adams

Middle Smithfield Elementary School

Counselor Name
Beverly Dollar-Krell
Carley Chamberlin-(Split Position)

Resica Elementary School

Counselor Name
Cathleen Schultz- Department Chairperson
Carley Chamberlin (Split Position)

Smithfield Elementary School

Counselor Name
Lauren Rovi

Mission Statement

The Comprehensive School Counseling Program of the East Stroudsburg Area School District facilitates the academic, career, personal, and social growth, development and actualization of each student. This is accomplished through the recognition, appreciation, and acceptance of individual and cultural differences while striving to develop a global perspective. Emphasis is placed upon career awareness and post-secondary educational opportunities for all students K-12. Services are delivered through the following: classroom guidance, individual sessions, group counseling, and consultation with parents, students, and faculty/staff and community members.

Program Goals

The primary goal of the East Stroudsburg Area School Counseling Program is to assist in providing an accessible school environment in which students can achieve and maximize their academic, career, personal, and social potential through developmentally appropriate means. More specifically, the goals of the East Stroudsburg Area School District School Counseling Program reflect the national standards for school counseling programs.

- A. The Academic Goals are as follows (Adopted from ASCA National Standards):
 - a. Students will acquire attitudes, knowledge, and skills that contribute to effective learning in school and across the lifespan.
 - b. Students will complete school with the academic preparation essential to choose from a wide range of substantial postsecondary options.
 - c. Students will understand the relationship of academics to the world of work, and to life at home and in the community.

High School- Starting the 2013-14 school year counselors will meet with a minimum of 50% of 9th grade students individually or in a small group in order to develop and review their academic plan in relation to their skills, talents and career/post-secondary goals.

Starting the 2014-15 school year counselors will meet with a minimum of 75% of 9th grade students individually or in a small group in order to develop and review their academic plan in relation to their skills, talents and career/post-secondary goals.

Starting the 2015-16 school year counselors will meet with 100% of 9th grade students individually or in a small group in order to develop and review their academic plan in relation to their skills, talents and career/post-secondary goals.

Intermediate School- During the 2013-14 school year counselors will meet with department chairs to identify elements needed at this level to begin the development of an Academic Plan beginning in 8th grade and continue through the students High School Graduation.

B. The Career Goals are as follows (Adopted from the Pennsylvania Career Education and Work Standards) :

- a. Students will be introduced to career awareness and preparation
- b. Students will develop an understanding and skills needed to acquire a career
- c. Students will develop an understanding and skills needed to retain and advance in the workforce
- d. Students will be introduced to an understanding of entrepreneurship

High School- During the 2013-14 school year counselors will implement activities such as interest inventories, career research, and career pathway education. These activities are geared at helping 100% of students to be able to identify their spark or passion and are able to identify resources connected there passion.

During the 2013-14 school year counselors will implement activities which will aid in 100% of students beginning/continuing to develop a career portfolio. These career portfolios will include career resource and ultimately the culmination in the development of an individual career plan.

During the 2013-14 school year 100% of seniors/graduates will develop a working resume by graduation.

Starting the 2013-14 school year counselors will meet with a minimum of 25% of 11th or 12th graders individually or in a small group to review and discuss the student's career/post-secondary goals.

Starting the 2014-15 school year counselors will meet with a minimum of 75% of 11th or 12th graders individually or in a small group to review and discuss the student's career/post-secondary goals.

Starting the 2015-16 school year counselors will meet with 100% of 11th or 12th graders individually or in a small group to review and discuss the student's career/post-secondary goals.

Intermediate School- During the 2013-14 School year counselors will meet with department chairs to identify necessary curricular items and activities needed to begin the development of a Career Portfolio beginning in 7th Grade.

Starting the 2013-14 school year counselors will implement activities with 100% of 6th graders focusing on career interests to help students begin to identify their "spark".

Elementary Schools – Goal #1:

Starting the 2013-14 school year, Elementary counselors will ensure that a minimum of 25% of students are able to identify their "Spark" in relation to their interests, abilities and career awareness.

Starting the 2014-15 school year, Elementary counselors will ensure that a minimum of 50% of students are able to identify their “Spark” in relation to their interests, abilities and career awareness.

Starting the 2015-16 school year, Elementary counselors will ensure that a minimum of 75% of students are able to identify their “Spark” in relation to their interests, abilities and career awareness.

Elementary Schools – Goal #2:

Starting the 2013-14 school year, 25% of fifth grade students will be exposed to the range of post-secondary career options with either a field trip or school presentation.

Starting the 2014-15 school year, 50% of fifth grade students will be exposed to the range of post-secondary career options with either a field trip or school presentation.

Starting the 2015-16 school year, 75% of fifth grade students will be exposed to the range of post-secondary career options with either a field trip or school presentation.

Elementary Schools – Goal #3:

Starting in the 2014-15 school year, 25% of students will have a career portfolio by the end of 5th grade.

Starting in the 2015-16 school year, 50% of students will have a career portfolio by the end of 5th grade.

Starting in the 2016-17 school year, 75% of students will have a career portfolio by the end of 5th grade.

C. Personal/Social Goals as follows (Adopted from Pennsylvania Student Interpersonal Skills Standards):

- a. Students will develop self-awareness and self-management skills
- b. Students will be able to establish and maintain healthy relationships
- c. Students will learn and experience decision making and responsible behavior

High School- A Social/Emotional Skills lesson along with a list of mental health resources will be developed during the 2013-14 school year and implemented with 100% of 9th grade students during the 2014-15 school year.

Stakeholders

- A. Students- Students engage themselves in the learning process in order to obtain skills necessary to become a productive member of society while succeeding academically, developing personal/social skills, and becoming college and/or career ready.
- B. Parents- Parents will actively engage in the educational process for their child throughout the K-12 system. In order to effectively address the needs and meet the goals of all students, parents are partners with the School Counseling Department.
- C. Educators- Faculty, Staff, and Administration will collaborate with the School Counseling Department to ensure the needs and goals of all students are addressed.
- D. Business/Community- We will coordinate with the business and community to ensure we are adequately preparing the students to become career/college ready while having a global perspective. We will pursue potential internships/job shadowing experiences for our students, as well as presenting at career day (where applicable). Increasing awareness of business and community for our students is essential for students when transitioning from high school to the world of work.
- E. Post-Secondary- Coordinate with post-secondary institutions to ensure we are adequately informing students in order to make well informed post-secondary decisions. By engaging post-secondary institutions, it will help provide students with educational experiences through various programs offered and campus visit availability. We invite the participation of post-secondary institutions to work with our current student population.

Role of the School Counselor

Counseling is a helping process in which the school counselor provides a safe, nurturing, invitational environment. By establishing a trusting, confidential working relationship, students can share their feelings and develop positive solutions to personal issues. Often the focus is on problem solving, decision making, and discovering personal meaning related to learning and development. Parents, teachers, administrators, faculty, staff, and students can initiate a referral to a school counselor. The role of the school counselor can be defined but is not limited to: a leader, an advocate, a collaborator, and an agent of systemic change.

- A. Leader- The school counselor as a leader effectively manages and implements a comprehensive developmental school counseling program.

ESASD School Counselors take on the role of educational leader through the implementation and management of a Comprehensive School Counseling Program.

Advocate- School counselors advocate for students, for the counseling professions, and for systemic change. School counselors as advocates can impact attitudes, policies, or practices to reduce or eliminate barriers so that students can be successful in school and careers. Advocating for the academic success of every student is a key role of school counselors.

ESASD School Counselors advocate for all students to have the opportunity to participate in academic instruction which will help them become college and career ready upon graduation.

- B. Collaborator- The professional school counselor as a collaborator teams with all members of the educational community to create an environment that promotes student achievement of goals, benchmarks, standards, and outcomes.

ESASD School Counselors collaborate on a daily basis with teachers, parents, administrators to promote student achievements.

- C. Agent of Systemic Change- School counselors are uniquely positioned to assess their school for systemic barriers to academic success. School counselors know the policies, practices, guidelines and attitudes that hinder subgroups and students. As leaders and advocates it is their responsibility to help the school change to better meet student needs.

Each ESASD School Counseling Department/Level will be represented on various district committees to help foster positive environmental change which aids in all students' academic development.

Advisory Council

East Stroudsburg Area School District will establish an Advisory Council for grades K-12. The advisory council will meet a minimum of two times during the 2013-14 school. Ideally our advisory council will include:

K-12 Counseling for Career Success Advisory Committee

District: East Stroudsburg Area School District

Name- Title	Stakeholder Group
Deb Padavano-Bushkill Elementary Principal	Building Admin.
Mike Catrillo-South Principal	Building Admin.
Steve Zall- North Principal	Building Admin
David Falbo	Counselor
Joe Formica	Counselor
Faith Nicosia	Counselor
Danae Klock (LIS)	Counselor
Carley Chamberlin (BES/RES)	Counselor
Sarah Adams (Hill)	Counselor
James McCarthy-Director of Admissions NCC	Post-Secondary
Jeff Jones-Director of Admissions ESU	Post-Secondary
James Becker- Monroe County Chamber of Commerce	Business/Industry
Matt Bauman- General Manager Burke	Business/Industry

Construction	
Paul Kernan- Gifted/History Teacher	Faculty
Dianna Allison	Faculty
Stacy Ammerman- RES Elementary	Faculty
Mr. Thomas Grayuski-EHS	Parent
Mrs. Shari McPartland-EHN	Parent
Denise Touma	Parent
Catherine Berkowitz	Parent
Mia Lang(11th) - High School	Student
Melissa McPartland (10th)- High School	Student
Elementary-TBD	Student
Thom Scarcinelli	MCTI

1st Proposed Meeting Date: October 29 @ 1:00- South High School

2nd Proposed Meeting Date: May 15 @ 1:00- North High School

Program Calendar

Each building will develop a department calendar which will be made available via the district website.

Program Delivery

See attached

Curriculum Action Plan

See attached.

Organizing Career/Postsecondary Resources

Resource Types	List Resources
Organizations/Agencies	ESASD School Counseling Department Advisory Committee starting Fall semester 2013).
Intermediary Organizations	

Umbrella Organizations	Monroe County Chamber of Commerce, Kiwanis Club of the Stroudsburgs, Pocono Builders Association, Optimist Club of the Stroudsburgs
Community/State Agencies	PHEAA, Pennsylvania Association For College Admission Counseling (PACAC), Pennsylvania State System of Higher Education (PASSHE), Office of Vocational Rehabilitation (OVR), Monroe County Career Link, PA National Guard
Networking Opportunities	ESU Admissions Office, Northampton Community College Admissions Office & Office of Disability Services, Lehigh University Admission Office, PA College of Technology Admissions Office, ESU Upward Bound/Reach Hei Program, US Armed Services Recruiting Station (i.e. Army, Navy, Air Force, Marines, & National Guard), WestPoint Military Academy Representative, Monroe Career & Technical Institute (MCTI) Career Facilitator.
Individual Contacts	
Community/Business Meetings	<p>Monroe Career & Technical School Advisory Committees</p> <p>The Greater Pocono Chamber of Commerce Education Committee</p> <p>Northampton Community College VISTA Grant Advisory Committee for "Get Ready, Get Set, for College" (college access program)</p>
Community Events	East Stroudsburg HS – South’s Annual College Fair, Monroe Cty. Career Link Career Quest Job Fair, PHEAA Financial Aid Night & Completion Workshop, ESHS-South College Seminar Night including Post-Secondary School Admissions Panel, 8 th Gd. Parent Night, Freshmen/New Student Orientation, Skytop Lodge Business Etiquette Lunch

Online/ On land	College Board www.collegeboard.org ; Career Cruising www.careercruising.com ; Choices
Internet Based Links	Explorer & Planner (https://access.bridges.com); Education Planner www.educationplanner.com ; Chronicle Career Library www.chroniclecareerlibrary.com ; Occupational Outlook Handbook (www.bls.gov); PA Career Zone www.pacareerzone.org ; PA State Career Link (www.cwds.state.pa.us); PA Higher Education Assistance Agency (www.pheaa.org); Federal Student Aid website (www.fafsa.ed.gov); East Stroudsburg Area School District Guidance Website (www.esasd.net/Page/2705); NCAA Eligibility Center website (www.eligibilitycenter.org); Career in the Military www.careersinthemilitary.com ; www.military.com ; Today's Military www.todaysmilitary.com ; ASVAB Program www.asvabprogram.com ; Armed Services Websites: www.goarmy.com ; www.airforce.com ; www.marines.com ; www.navy.com ; www.gocoastguard.com ;
Media/Advertising	South Side Live (Student Broadcast); East Stroudsburg Area SD, High School, & Guidance Dept. websites; ESASD Connect Ed.; ESASD Program of Studies; ESHS-North & South Scholarship Newsletters; WNEP Newswatch 16
Publications/Documents	All printed media listed above in addition to periodic informational packets & student flyers regarding events such as small group presentations for scheduling & the college application process, college representative visits, college seminar night, financial aid night, college fair, etc...

Individual Academic/ Career Plan

At ESHS- North Individual Academic/Career Planning will be conducted with all students during their 9th and 11th grade years. All sessions of individual academic/career planning will be document in Career Cruising's On-line advisement log and will be maintained as part of the individual students Career Planning Portfolio. During the 9th grade year counselors will meet individually with each student to discuss graduation requirements, begin to develop academic/career goals, and discuss what the student needs to do to be successful throughout their high school career. Students will also take part in career development classes which will focus on Academic Graduation Requirements, Interest Inventories, Introduction to Standardized Testing, Career Pathways and Career and Post-Secondary Research.

The 10th grade career development classes re-enforce and build on many of the activities students have been introduced in previous year. Students will begin to be provided more in-depth information focusing on post-secondary planning along with their career portfolio development.

During the 11th grade year counselors will meet either individually or in small groups with the student to review his/her current academic standing. Topics discussed include; requirements for successful completion of high school, additional development of the student's post-secondary academic/career goals, review and

finalization of the student's action plan to achieve their post-secondary goals. Students receive career development classes focusing on standardized testing.

Upon completion of the 12th grade students will have developed a working and functional resume which they are able to utilize in future job searches. Students also participate in activities which focus on interviewing and job acquisition skills.

At ESHS-South, students are provided with assistance in forming their individual academic and career plans through a combination of career planning courses, small group presentations, and individual counseling sessions.

Career & College planning classes are conducted with all students in grades 9-12 to assist each student in developing his/her individual post high school plan (i.e. post-secondary education, the armed services, or workforce). In 9th grade, students complete an on-line interest survey and begin to explore and to research careers of interest. Additionally, 9th grade students are introduced to career pathways and receive an explanation and subsequent discussion regarding graduation requirements. During the sophomore year, career planning classes continue to focus on career awareness and information. Also, college admission (e.g. PSAT, SAT, ACT, etc...) and military enlistment testing (ASVAB) is introduced. The content, preparation and timeline to register for exams are discussed in detail. During the 11th grade year, college admission testing is once again reviewed; however, one of the main topics is assisting students with the college decision making process. The proper steps to make a well informed decision in selecting a post-secondary school and major are reviewed along with making students aware of the on-line resources available to aide them with their research. Also, during the junior year, all students are required to successfully complete a career related graduation project in which the students must research and report on a career, college, or branch of the military of interest. This career related project is coordinated by the guidance office's career and college counselor/co-department chair. The 12th gd. year topics which are covered through the career planning classes include: financial aid, resume writing, and interviewing skills. All career related activities/lessons are documented for each student through their Career Cruising on-line portfolio and/or their hard copy career planning portfolio located in the guidance office.

Throughout a student's high school experience, counselors also meet with each student through individual counseling sessions. These individual sessions provide students with the forum to ask their counselors specific questions related to graduation requirements, academic achievement/study skills, curriculum planning, and potential careers and colleges. While the career classes inform all students about the process of developing an academic/career plan, the individual sessions assist a student in forming and refining his/her unique plan based upon their specific talents, abilities, and interests. Furthermore, small group sessions are conducted each year to assist all students with scheduling and curriculum planning. At the beginning of the senior year, students are provided with small group presentations to assist them with the college admissions and application process.

CTCCareer and Technical Center StrategiesDistrict: East Stroudsburg Area School District**Student Awareness:**

Grade	Intervention/Program/Events	Stakeholder Delivering	Data Used Success Indicator	Begin& End	Contact Person
9-12	Information Table Parent/Teacher Night	MCTI	Completed Applications	October/May	Thom Sarcinelli/Faith Nicosia/Sandy Dietz
9	MCTI Presentation	Thom Sarcinelli/ John Rosenblum	Completed Applications	October	Faith Nicosia/ Sandy Dietz
9-10	MCTI Career Exploration Night	MCTI		November	Thom Sarcinelli
9	MCTI Bus Trip	MCTI	Completed Applications	Oct-Nov	Faith Nicosia/Sandy Dietz
9-12	Announcements on South Side Live/North Morning Announcements	Faith Nicosia/Students/Sandy Dietz		Frequently throughout school year	Faith Nicosia/Sandy Dietz
9-12	Lunch Room Information Table	MCTI	Completed Applications	October/Jan-Feb	Faith Nicosia/Sandy Dietz
5-6	Career Awareness Presentation	MCTI		May	Thom Sarcinelli

Parent Awareness:

Intervention/Program Events	Date	Stakeholder Delivering	Data Used Success Indicator	Contact Person
Information Table Parent/Teacher Night	October/March	MCTI	Completed Applications	Thom Sarcinelli/Faith Nicosia/Sandy Dietz
MCTI Career Exploration Night	November	MCTI		Thom Sarcinelli

Job Description- See Attached