Monthly Counseling Calendar

District

| <u>July</u> | January | | | |
|--|--|--|--|--|
| Academic: | Academic: | | | |
| • SWPBS | • SWPBS | | | |
| Early Intervention ERs/Meetings | • K-5 DIBELS | | | |
| Transfer IEP Meetings/Paperwork | • MAP Testing (2-5) | | | |
| Chapter 15 paperwork | • Enrichment and Intervention (K-5) | | | |
| Gifted Screenings | • RTII Meetings | | | |
| Meetings with parents | • CST | | | |
| Parent Contacts | Grade Level PLC Meetings | | | |
| Parent Teacher Conferences | • FBA | | | |
| Kindergarten Screenings | MDT/IEP Meetings & Paperwork | | | |
| Maintain student records | Transfer IEP Meetings & | | | |
| Special Ed. Paperwork | Paperwork | | | |
| Scheduling Special Ed. Meetings | Chapter 15 Meetings & Paperwork | | | |
| • Liaison for IU special services (i.e. | Meetings with parents | | | |
| psychiatric eval, PT, OT, S/L, | Gifted screenings | | | |
| audiology, hearing, vision) in | Psychiatric Evaluation | | | |
| relation to EI/Transfer students | Staffings/Parent Meetings | | | |
| Grouping Cards | Parent Contacts | | | |
| Consultation with District/IU Staff | Parent Teacher Conferences | | | |
| | Intake Meetings for Alternative | | | |
| | Placement | | | |
| | Individual Counseling | | | |
| | Maintain student records | | | |
| | Special Ed. Paperwork | | | |
| | Scheduling Special Ed. Meetings | | | |
| | Teacher consultation for academic | | | |
| | concerns | | | |
| | • Liaison for IU special services (i.e. | | | |
| | psychiatric eval, PT, OT, S/L, | | | |
| | audiology, hearing, vision) | | | |
| Consen | Consult with District/IU Staff | | | |
| Career: | Career: | | | |
| • JA grades K-5 • Coordination of Career Day | • JA grades K-5 | | | |
| Coordination of Career Day Individualized Career Lesson | Achieve 3000 (3-5) Individualized Corner Lessans (V.) | | | |
| Individualized Career Lesson Planning | Individualized Career Lessons (K- 5) | | | |
| Coordination of Career Cruising | | | | |
| _ | • Career Days • Interest Inventory (4th grade)/Career | | | |
| Coordination of MCTI Field Trip | • Interest Inventory (4 th grade)/Career | | | |

| | Cruicina | | | | |
|---|--|--|--|--|--|
| | Cruising | | | | |
| | • Individual Counseling | | | | |
| | Coordination of Career Days | | | | |
| | Career Lesson Planning | | | | |
| | Staff Consultation | | | | |
| Personal/Social: | Personal/Social: | | | | |
| • SWPBS | • SWPBS | | | | |
| Second Step Lesson Prep | Second Step | | | | |
| Bullying Prevention Lesson Prep | Bullying Prevention Lessons | | | | |
| Unity Day Prep | Cyber Bullying/Internet Safety | | | | |
| Bully Prevention Week/Month Prep | Presentation (K-5) | | | | |
| Parent Contacts | • BABES (Grade 2,3,4,5) | | | | |
| Crisis Intervention | Ability Awareness Monthly | | | | |
| SWPBS Team Member | Meetings | | | | |
| • Lesson Planning for Small Groups | • CST | | | | |
| and Classroom Guidance Lessons | • RTII | | | | |
| Consultation with District/IU Staff | Small counseling groups | | | | |
| Bullying Parent Newsletter | Conflict Resolution/Peer Mediation | | | | |
| , , | Grade Level PLC meetings | | | | |
| | Project FAME Coordination | | | | |
| | Crisis Intervention | | | | |
| | • FBA | | | | |
| | • CICO | | | | |
| | Individual counseling | | | | |
| | • Provider 50 meetings | | | | |
| | • Intake Meetings for Alternative | | | | |
| | Placement | | | | |
| | Crisis Team Meetings | | | | |
| | Parent Contacts | | | | |
| | Psychiatric Evaluation | | | | |
| | • Staffings/Parent Meetings | | | | |
| | Teacher consultation for behavior | | | | |
| | concerns/plans | | | | |
| | • Consultations with Provider 50 | | | | |
| | personnel | | | | |
| | • Entering CICO data | | | | |
| | • Discipline | | | | |
| | Lesson Planning for Small Groups | | | | |
| | and Classroom Guidance Lessons | | | | |
| | Bus Duty | | | | |
| August | <u>February</u> | | | | |
| Academic: | Academic: | | | | |
| • SWPBS | | | | | |
| OHIDO | UHIDU | | | | |

- Early intervention ERs/Meetings
- Transfer IEP Meetings/Paperwork
- EI Meetings
- Chapter 15 Paperwork
- Meetings with parents
- Gifted screenings
- MDT Meetings
- Parent Contacts
- Kindergarten Screenings
- Intake Meetings for Alternative Placement
- Maintain student records
- Special Ed. Paperwork
- Scheduling Special Ed. Meetings
- Teacher consultation for academic concerns
- Liaison for IU special services (i.e. psychiatric eval, PT, OT, S/L, audiology, hearing, vision)
- Kindergarten and New Student Orientation
- Consultation with District/IU Staff
- Classroom Assignments/Grouping Cards
- Provide Special Ed. Services information to teachers

- Enrichment and Intervention (K-5)
- RTII Meetings
- CST
- Grade Level PLC Meetings
- FBA
- MDT/IEP Meetings & Paperwork
- Transfer IEP Meetings & Paperwork
- Early Intervention Meetings
- Chapter 15 Meetings/Paperwork
- Meetings with parents
- Gifted screenings
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Parent Contacts
- Parent Teacher Conferences
- Intake Meetings for Alternative Placement
- Individual Counseling
- Maintain student records
- Special Ed. Paperwork
- Scheduling Special Ed. Meetings
- Teacher consultation for academic concerns
- Liaison for IU special services (i.e. psychiatric eval, PT, OT, S/L, audiology, hearing, vision)
- Consult with District/IU Staff
- Coordination of OLSAT
- PSSA Boot Camp Team Member

- JA grades K-5
- Coordination of Career Day
- Individualized Career Lesson Planning
- Coordination of Career Cruising
- Coordination of MCTI Field Trip

- JA grades K-5
- Achieve 3000 (3-5)
- Individualized Career Lessons (K-5)
- Career Days Coordination
- Interest Inventory (4th grade)/Career Cruising
- Individual Counseling
- Career Lesson Planning
- Staff Consultation

Personal/Social: Personal/Social: **SWPBS SWPBS** Second Step Lesson Prep Second Step Bullying Prevention Week/Month **Bullying Prevention** Prep • Cyber Bullying/Internet Safety Presentation (K-5) Unity Day Prep • BABES (Grade 2,3,4,5) **Bullying Parent Newsletter Prep** Coordinate Project FAME Ability Awareness Monthly Meeting Crisis Intervention/Team Meetings **CST** • Create CICO List **RTII** Provider 50 meetings/Consultation Small counseling groups • Intake Meetings for Alternative Conflict Resolution/Peer Mediation Placement Grade Level PLC meetings Teacher consultation for behavior concerns/plans **Project FAME** • Lesson Planning for Small Groups **Crisis Intervention** and Classroom Guidance Lessons **FBA** Crisis intervention CICO Individual counseling Provider 50 meetings Intake Meetings for Alternative Placement Crisis Team Meetings Parent Contacts Parent Teacher Conferences Psychiatric Evaluation Staffings/Parent Meetings Teacher consultation for behavior concerns/plans Coordinate Project FAME Consultations with Provider 50 personnel Entering CICO data Discipline Lesson Planning for Small Groups and Classroom Guidance Lessons **Bus Duty** September March Academic: Academic: **SWPBS** Team Member **SWPBS** K-5 DIBELS PSSA Field Test Proctoring (3-5)

OLSAT Preparation (2)

• MAP Testing (2-5)

- Enrichment and Intervention (K-5)
 Data Gathering and Grouping Prep
- RTII Meetings
- CST
- Grade Level PLC Meetings
- FBA
- IEP Meetings
- Transfer IEP Paperwork/Meetings
- Chapter 15Paperwork/Meetings
- Meetings with parents
- Gifted screenings
- MDT Meetings
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Parent Contacts
- Intake Meetings for Alternative Placement
- Individual Counseling
- Maintain student records
- Special Ed. Paperwork
- Scheduling Special Ed. Meetings
- Teacher consultation for academic concerns
- Liaison for IU special services (i.e. psychiatric eval, PT, OT, S/L, audiology, hearing, vision)
- Consultation with District/IU Staff
- Open House

- Enrichment and Intervention (K-5)
- PSSA Boot Camp (3-5) Activities Preparation/Planning
- RTII Meetings
- CST
- Grade Level PLC Meetings
- FBA
- MDT/IEP Meetings & Paperwork
- Transfer IEP Meetings & Paperwork
- Chapter 15 Meetings & Paperwork
- Meetings with parents
- Gifted screenings
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Parent Contacts
- Intake Meetings for Alternative Placement
- Individual Counseling
- Maintain student records
- Special Ed. Paperwork
- Scheduling Special Ed. Meetings
- Teacher consultation for academic concerns
- Liaison for IU special services (i.e. psychiatric eval, PT, OT, S/L, audiology, hearing, vision)
- Consult with District/IU Staff
- PSSA Administrator Trainings

- JA grades K-5
- Achieve 3000 (3-5)
- Individualized Career Lessons (K-5)
- Interest Inventory (4th grade)/Career Cruisin
- Individual Counseling
- Supplying JA kits to teachers
- Coordination of Career Day
- Career Lesson Planning
- Career Presentation Coordination
- Staff Consultation

- JA grades K-5
- Achieve 3000 (3-5)
- Individualized Career Lessons (K-5)
- Career Days Preparation
- Interest Inventory (4th grade)/Career Cruising
- Individual Counseling
- Career Lesson Planning
- Staff Consultation

Personal/Social:

- SWPBS Team Member
- Second Step
- Bullying Prevention Week/Month Prep
- Unity Day Prep
- Cyber Bullying/Internet Safety Presentation (K-5) Prep
- BABES (Grade 2,3,4,5)
- DARE (5th Grade)
- CST
- RTII
- Conflict Resolution/Peer Mediation
- Grade Level PLC meetings
- Project FAME
- Crisis Intervention
- FBA
- CICO
- Individual counseling
- Provider 50 meetings
- Intake Meetings for Alternative Placement
- Parent Contacts
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Teacher consultation for behavior concerns/plans
- Informal new student orientation/transitioning
- Consultations with Provider 50 personnel
- Discipline
- Lesson Planning for Small Groups and Classroom Guidance Lessons
- Bus Duty

Personal/Social:

- SWPBS Team Member
- Second Step
- Bullying Prevention
- Cyber Bullying/Internet Safety Presentation (K-5)
- Ability Awareness Monthly Meeting
- CST
- RTII
- Small counseling groups
- Conflict Resolution/Peer Mediation
- Grade Level PLC meetings
- Project FAME
- FBA
- Crisis intervention
- CICO
- Individual counseling
- Provider 50 meetings
- Intake Meetings for Alternative Placement
- Crisis Team Meetings
- Parent Contacts
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Teacher consultation for behavior concerns/plans
- Coordinate Project FAME
- Consultations with Provider 50 personnel
- Entering CICO data
- Discipline
- Lesson Planning for Small Groups and Classroom Guidance Lessons
- Bus Duty

October April

Academic:

- SWPBS
- K-5 DIBELS
- MAP Testing (2-5)
- Enrichment and Intervention (K-5)
- RTII Meetings

Academic:

- SWPBS
- PSSA Proctoring (3-5)
- OLSAT Proctoring (2)
- Enrichment and Intervention (K-5)
- PSSA Boot Camp (3-5) Activities

- CST
- Grade Level PLC Meetings
- FBA
- IEP Meetings
- Transfer IEP Paperwork/Meetings
- Chapter 15 Paperwork/Meetings
- Meetings with parents
- Gifted screenings
- MDT Meetings
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Parent Contacts
- Intake Meetings for Alternative Placement
- Individual Counseling
- Maintain student records
- Special Ed. Paperwork
- Scheduling Special Ed. Meetings
- Teacher consultation for academic concerns
- Liaison for IU special services (i.e. psychiatric eval, PT, OT, S/L, audiology, hearing, vision)
- Consult with district and IU staff

- RTII Meetings
- CST
- Grade Level PLC Meetings
- FBA
- MDT/IEP Meetings & Paperwork
- Transfer IEP Meetings & Paperwork
- Early Intervention ER's/Paperwork
- Early Intervention Transfer IEP's
- Chapter 15 Meetings/Paperwork
- Meetings with parents
- Gifted screenings
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Parent Contacts
- Retention Meetings
- Intake Meetings for Alternative Placement
- Individual Counseling
- Maintain student records
- Special Ed. Paperwork
- Scheduling Special Ed. Meetings
- Teacher consultation for academic concerns
- Liaison for IU special services (i.e. psychiatric eval, PT, OT, S/L, audiology, hearing, vision)
- Consult with District/IU Staff

- JA grades K-5
- Achieve 3000 (3-5)
- Individualized Career Lessons (K-5)
- Career Days
- Interest Inventory (4th grade)/Career Cruising
- MCTI (5th grade)
- Individual Counseling
- Career Lesson Planning
- Presentation Coordination
- Staff Consultation

- JA grades K-5
- Achieve 3000 (3-5)
- Individualized Career Lessons (K-5)
- Career Day Preparation
- Interest Inventory (4th grade)/Career Cruising
- Individual Counseling
- Career Lesson Planning
- Staff Consultation

Personal/Social:

- SWPBS
- Second Step
- Bullying Prevention Week/Month Lessons
- Unity Day Activities
- Cyber Bullying/Internet Safety Presentation (K-5)
- BABES (Grade 2,3,4,5)
- DARE (5th Grade)
- Parent Presentation on Bullying Awareness Prep
- Bullying Parent Newsletter Distribution
- Ability Awareness Monthly Planning Meeting
- CST
- RTII
- Small counseling groups
- Conflict Resolution/Peer Mediation
- Grade Level PLC meetings
- Project FAME
- Crisis Intervention
- FBA
- CICO
- Individual counseling
- Provider 50 meetings
- Intake Meetings for Alternative Placement
- Parent Contacts
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Teacher consultation for behavior concerns/plans
- Consultations with Provider 50 personnel
- Entering CICO data
- Discipline
- Lesson Planning for Small Groups and Classroom Guidance Lessons
- Bus Duty

Personal/Social:

- SWPBS
- Second Step
- Bullying Prevention
- Cyber Bullying/Internet Safety Presentation (K-5)
- Ability Awareness Monthly Meetings
- CST
- RTII
- Small Counseling Groups
- Conflict Resolution/Peer Mediation
- Grade Level PLC meetings
- Project FAME
- Crisis Intervention
- FBA
- CICO
- Individual counseling
- Provider 50 meetings
- Intake Meetings for Alternative Placement
- Crisis Team Meetings
- Parent Contacts
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Teacher consultation for behavior concerns/plans
- Consultations with Provider 50 personnel
- Entering CICO data
- Discipline
- Lesson Planning for Small Groups and Classroom Guidance Lessons
- Bus Duty

| <u>November</u> | <u>May</u> |
|-----------------|------------|
| Academic: | Academic: |

- SWPBS
- Enrichment and Intervention (K-5)
- RTII Meetings
- CST
- Grade Level PLC Meetings
- FBA
- MDT/IEP Meetings/Paperwork
- Transfer IEP Meetings/Paperwork
- Chapter 15 Meetings/Paperwork
- Meetings with parents
- Gifted screenings
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Parent Contacts
- Parent Teacher Conferences
- Intake Meetings for Alternative Placement
- Individual Counseling
- Maintain student records
- Scheduling Special Ed. Meetings
- Teacher consultation for academic concerns
- Liaison for IU special services (i.e. psychiatric eval, PT, OT, S/L, audiology, hearing, vision)
- Consult with District/IU Staff

- SWPBS
- K-5 DIBELS
- MAP Testing (2-5)
- OLSAT Results/Distribution Meeting
- Enrichment and Intervention (K-5)
- RTII Meetings
- CST
- Grade Level PLC Meetings
- FBA
- Early Intervention ERs/Paperwork
- MDT/IEP Meetings & Paperwork
- Transfer IEP Meetings & Paperwork
- Chapter 15 Meetings & Paperwork
- Meetings with parents
- Gifted screenings
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Parent Contacts
- Retention Meetings
- Kindergarten Screenings
- Intake Meetings for Alternative Placement
- Individual Counseling
- Maintain student records
- Special Ed. Paperwork
- Scheduling Special Ed. Meetings
- Teacher consultation for academic concerns
- Liaison for IU special services (i.e. psychiatric eval, PT, OT, S/L, audiology, hearing, vision)
- Consult with District/IU Staff
- Grouping Cards

- JA grades K-5
- Achieve 3000 (3-5)
- Individualized Career Lessons (K-5)
- Career Days
- Interest Inventory (4th grade)/Career Cruising

- JA grades K-5
- Achieve 3000 (3-5)
- Individualized Career Lessons (K-5)
- Career Days
- Bizztown
- Interest Inventory (4th grade)/Career

- Individual Counseling
- Coordination of Career Day
- Career Lesson Planning
- Consultation with District Staff

Cruising

- Individual Counseling
- Staff Consultation

Personal/Social:

- SWPBS
- Second Step
- Bullying Prevention Lessons
- Cyber Bullying/Internet Safety Presentation (K-5)
- BABES (Grade 2,3,4,5)
- DARE (5th Grade)
- Parent Presentation on Bullying Awareness
- Ability Awareness Monthly Meeting
- CST
- RTII
- Small Counseling Group Planning
- Conflict Resolution/Peer Mediation
- Grade Level PLC meetings
- Project FAME Consultation/Coordination
- Crisis Intervention
- FBA
- CICO
- Individual counseling
- Provider 50 meetings
- Intake Meetings for Alternative Placement
- Crisis Team Meetings
- Parent Contacts
- Parent Teacher Conferences
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Teacher consultation for behavior concerns/plans
- Consultations with Provider 50 personnel
- Entering CICO data
- Discipline
- Lesson Planning Classroom

Personal/Social:

- SWPBS
- Second Step
- Bullying Prevention
- Ability Awareness Week
- CST
- RTII
- Small counseling groups
- Conflict Resolution/Peer Mediation
- Grade Level PLC meetings
- Project FAME
- FBA
- Crisis intervention
- CICO
- Individual counseling
- Provider 50 meetings
- Intake Meetings for Alternative Placement
- Crisis Team Meetings
- Parent Contacts
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Teacher consultation for behavior concerns/plans
- Consultations with Provider 50 personnel
- SWPBS Team Member
- Entering CICO data
- Discipline
- Lesson Planning for Small Groups and Classroom Guidance Lessons
- Bus Duty
- Transition Meetings (5th to 6th Grade)

| Guidance Lessons | | | | |
|--|--|--|--|--|
| Bus Duty | | | | |
| <u>December</u> | <u>June</u> | | | |
| Academic: | Academic: | | | |
| • SWPBS | • SWPBS | | | |
| • Enrichment and Intervention (K-5) | RTII Meetings | | | |
| RTII Meetings | • CST | | | |
| • CST | Grade Level PLC Meetings | | | |
| Grade Level PLC Meetings | • FBA | | | |
| • FBA | • Early Intervention ERs/Paperwork | | | |
| MDT/IEP Meetings & Paperwork | MDT/IEP Meetings & Paperwork | | | |
| Transfer IEP Meetings/Paperwork | • Transfer IEP Meetings & | | | |
| Chapter 15 Meetings/Paperwork | Paperwork | | | |
| Meetings with parents | Chapter 15 Meetings & Paperwork | | | |
| Gifted screenings | Meetings with parents | | | |
| Psychiatric Evaluation | Gifted screenings | | | |
| Staffings/Parent Meetings | Psychiatric Evaluation | | | |
| • Parent Contacts | Staffings/Parent Meetings | | | |
| Intake Meetings for Alternative | Parent Contacts | | | |
| Placement | Retention Meetings | | | |
| Individual Counseling | Kindergarten Screenings | | | |
| Maintain student records | Intake Meetings for Alternative | | | |
| Special Ed. Paperwork | Placement | | | |
| Scheduling Special Ed. Meetings | Individual Counseling | | | |
| Teacher consultation for academic | Maintain student records | | | |
| concerns | • Special Ed. Paperwork | | | |
| • Liaison for IU special services (i.e. | Scheduling Special Ed. Meetings | | | |
| psychiatric eval, PT, OT, S/L, | Teacher consultation for academic | | | |
| audiology, hearing, vision) | concerns | | | |
| Consult with District/IU Staff | • Liaison for IU special services (i.e. | | | |
| | psychiatric eval, PT, OT, S/L, | | | |
| | audiology, hearing, vision) | | | |
| | Consult with District/IU Staff Grouping Cords | | | |
| | • Grouping Cards • Transition Mactings (5 th 6 th Grade) | | | |
| Career: | • Transition Meetings (5 th -6 th Grade) Career: | | | |
| • JA grades K-5 | • Individual Counseling | | | |
| • Achieve 3000 (3-5) | Staff Consultation | | | |
| Individualized Career Lessons (K- | JA Paperwork | | | |
| 5) | • Career Cruising Preparation | | | |
| Career Days | Carcor Cruising Proparation | | | |
| Interest Inventory (4th grade)/Career | | | | |
| interest inventory (+ grade)/ Career | | | | |

Cruising

- Individual Counseling
- Coordination of Career Days
- Career Lesson Planning
- Presentation Coordination
- Staff Consultation

Personal/Social:

- SWPBS
- Second Step
- Bullying Prevention
- Cyber Bullying/Internet Safety Presentation (K-5)
- BABES (Grade 2,3,4,5)
- DARE (5th Grade)
- Ability Awareness Monthly Meetings
- CST
- RTII
- Small counseling groups
- Conflict Resolution/Peer Mediation
- Grade Level PLC meetings
- Project FAME
- Crisis Intervention
- FBA
- CICO
- Individual counseling
- Provider 50 meetings
- Intake Meetings for Alternative Placement
- Crisis Team Meetings
- Parent Contacts
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Teacher consultation for behavior concerns/plans
- Coordinate Project FAME
- Consultations with Provider 50 personnel
- Entering CICO data
- Discipline
- Lesson Planning for Small Groups and Classroom Guidance Lessons
- Bus Duty

Personal/Social:

- SWPBS
- CST
- RTII
- Conflict Resolution/Peer Mediation
- Grade Level PLC meetings
- FBA
- Crisis Intervention
- CICO
- Individual counseling
- Provider 50 meetings
- Intake Meetings for Alternative Placement
- Crisis Team Meetings
- Parent Contacts
- Psychiatric Evaluation
- Staffings/Parent Meetings
- Teacher consultation for behavior concerns/plans
- Consultations with Provider 50 personnel
- Entering CICO data
- Discipline
- Bus Duty