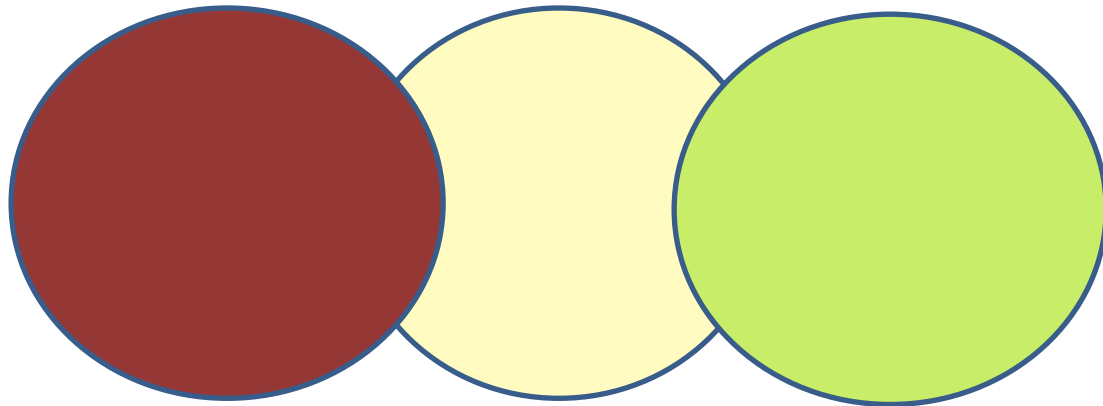


COMPASS Evaluation Expectations



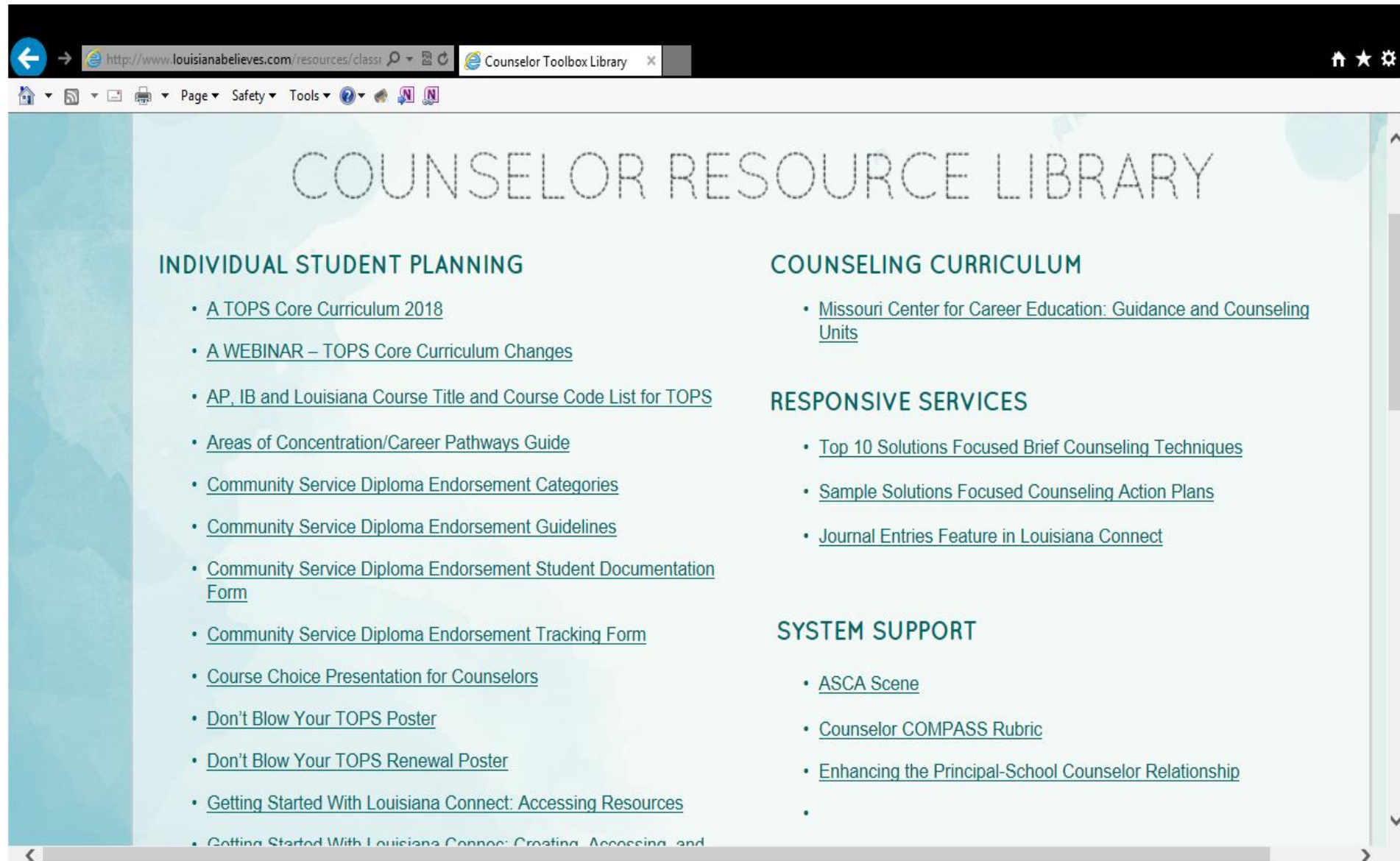
Louisiana School Counselors



The Compass Pro-Counselor Rubric



http://www.louisianabelieves.com/resources/classroom-support-toolbox/counselor-support-toolbox/counselor-toolbox-library



← → http://www.louisianabelieves.com/resources/classroom-support-toolbox/counselor-support-toolbox/counselor-toolbox-library Counselor Toolbox Library ×

Page Safety Tools

COUNSELOR RESOURCE LIBRARY

INDIVIDUAL STUDENT PLANNING

- [A TOPS Core Curriculum 2018](#)
- [A WEBINAR – TOPS Core Curriculum Changes](#)
- [AP, IB and Louisiana Course Title and Course Code List for TOPS](#)
- [Areas of Concentration/Career Pathways Guide](#)
- [Community Service Diploma Endorsement Categories](#)
- [Community Service Diploma Endorsement Guidelines](#)
- [Community Service Diploma Endorsement Student Documentation Form](#)
- [Community Service Diploma Endorsement Tracking Form](#)
- [Course Choice Presentation for Counselors](#)
- [Don't Blow Your TOPS Poster](#)
- [Don't Blow Your TOPS Renewal Poster](#)
- [Getting Started With Louisiana Connect: Accessing Resources](#)
- [Getting Started With Louisiana Connect: Creating, Accessing, and](#)

COUNSELING CURRICULUM

- [Missouri Center for Career Education: Guidance and Counseling Units](#)

RESPONSIVE SERVICES

- [Top 10 Solutions Focused Brief Counseling Techniques](#)
- [Sample Solutions Focused Counseling Action Plans](#)
- [Journal Entries Feature in Louisiana Connect](#)

SYSTEM SUPPORT

- [ASCA Scene](#)
- [Counselor COMPASS Rubric](#)
- [Enhancing the Principal-School Counselor Relationship](#)
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Component 1: Individual Student Planning

What does it include?

- Goal setting activities in the area of academic, career, and personal social development
- Activities which help students transition from school to school, school to work, or school to higher education

Component 1:

Individual Student Planning

How is this component accomplished?

- Individual student conferences, small groups, or advisory sessions
- **Using data:** To include but not limited to: Student test scores, past academic achievement, discipline and attendance data, review of behavior plans, career interest inventories, social skills lessons, pre- and post-tests, and student questionnaires

(Data gives you a picture of abilities, interests, and boundaries which may impede success)

Critical Attributes

Effective-Proficient

The school counselor uses school and student-level data to identify needs and helps students plan for their future in academics, career choice and personal/social development.

Highly Effective

The school counselor uses school and student-level data to accurately identify needs and creates differentiated plans with students that maximize opportunities available to them

Examples: Elementary	Examples: Middle	Examples: High
5%-7% of time spent exploring career options (small group-career lessons or discussing their hobbies, interests individually)	15-25% of time spent assisting students with exploring careers and post high school options (may be small group or individual)	25%-35% of time spent assisting students with planning for college through individual or group meetings.
Invites guest speakers to explain and or illustrate different types of jobs (could be parents or community volunteers)	Reviews school data (discipline reports, needs assessments, etc.) and sees a need for more social skills lessons for 7 th grade so the counselor goes into classrooms and teaches social skills lessons.	Classroom and/or class meetings to discuss options after high school (utilizing guest speakers)
Conducts classroom lessons on different types of careers	Conduct a career lesson. Post assessment indicates a need for additional student help relating their interests to the world of work. Plan a future career lesson by giving the R.I.A.S.E.C (online personality and interest inventory test)	Conducts parent workshops on financial aid, college applications, scholarships in an effort to assist parents and students in planning for their child's future.
	Organizes presenters and/or career days to expose students to options.	Counselor reviews discipline reports, attendance reports, conducts surveys on future plans, or conducts individual interviews with students to identify areas of strength in career planning.

Critical Attributes

Effective-Proficient

The school counselor provides accurate and timely information to parents and stakeholders about options for students

Highly Effective

The school counselor consistently seeks out additional information and resources to share with stakeholders in order to keep them engaged in and informed about all options regarding students' individual planning

Examples: Elementary	Examples: Middle	Examples: High
Have pictures of people doing a job and allow student to choose one to color. Then discuss why it was chosen relating it to hobbies or interests.	Information distributed through flyers, newsletters, pamphlets, booklets, parent e-mail data bases, LA Connect (Parent Notification Section), etc. about inventories such as the EXPLORE test, when it is, date it will be taken and it's importance to future success.	Parish scheduling guides, Senior bulletins, Junior/Senior calendars are given to students and/or sent home to parents with information regarding curriculum and post secondary planning.
Lower elem. Could invite community helpers to speak. Career day for upper. Students could do a report and dress up for their chosen occupation for that day	Organizes career days at school and invites parents, community representatives, businesses to participate as well as students.	Organizes college/career fairs, provides guest speakers for classroom lessons and/or parent workshops.
Lower elem. begins with community helpers and upper could introduce career clusters with various jobs under each.	Attends conferences and meetings and distributes any new information to parents and students	Attends conferences and meetings and distributes any new information to parents and students.

Critical Attributes

Effective-Proficient

Individual student plans include specific actions and next steps for the student to move toward goals and develop planning skills.

Highly Effective

The school counselor uses written action plans as guides for students to plan and revisit goals; counselor implements follow-up activities.

Examples: Elementary	Examples: Middle	Examples: High
<p>When counselor meets with students they include both academic and personal social relevant topics/activities in discussion.</p>	<p>Counselor meets with students to discuss how their standardized test scores can affect course placement in high school.</p> <p>Counselor works with student(s) struggling academically. Helps student create a plan to increase test scores by addressing study habits, short/long term academic and career goals, homework routing, etc. Follow up with student(s) regarding their plan. Monitor progress and adjust together as needed.</p>	<p>Counselor meets with student(s) to review and/or update IGP plan.</p> <p>Multiple attempts are made for collection documents (use district plan for insuring all avenues for collecting them are exhausted)</p>
<p>Counselor exposes students to several career paths and conducts classroom lessons involving making a plan for their future.</p>	<p>8th grade counselor enrolls students on Louisiana Connect and completes an initial IGP with the students.</p>	<p>Counselor meets individually with graduating seniors to review their post high school plans.</p>
<p>Counselor conducts lessons on the importance of goal setting and has students set goals for their future.</p>	<p>Counselor sets academic, personal/social or career goals with students and discusses the necessary steps for carrying out these goals.</p>	<p>Counselor conducts classroom lesson on enrolling in and utilizing Louisiana Connect for college/career planning.</p>

Activities I've Used to Get that 4

- Create and update a yearly bulletin for Seniors and their Parents
- Hold annual parent meetings with each grade level to assist parents with planning for life in and out of high school
 - Incoming 9th Grade Parent Meeting (coordinate with feeder schools)
 - Core 4 Exemption Parent Meeting
 - Junior Parent Meeting in May to prepare for Senior Year
- Hold General Assembly Meetings with the Principal on ACT/PLAN/Explore/AP for Parents and Students
- Individual Meetings with All Seniors (fall of each year)
- Scheduling/IGP Planning with feeder schools and students at my school
- Maintain the Parish Scheduling Guide
- Organize parish college fair every 4 years and assist on the years it's not assigned to my school
- Assist teachers with finding classroom presenters
- Coordinate a field trip for Gifted and Honors students to the National College Fair

Component 2: System Support

What does it include?

- Activities that establish, maintain and enhance the total school counseling program
- Tailoring your program to the needs of your school by remaining engaged on the most current developments

Component 2: System Support

How is this component accomplished?

- Professional Development
 - Consultation, Collaboration and Teaming
 - Program Management and Operations
 - **Using data**: To include but not limited to: Student and parent and faculty questionnaires to drive your professional development and manage your school program
- (Data gives you a picture of topics for meetings and helps drive counselor PD to identify boundaries which may impede success

Component 2: System Support

Effective-Proficient

The school counselor collaborates with administrators, seeks out professional development to address the needs of the school, serves on school level committees, and uses data to advocate for systemic change

Highly Effective

The school counselor collaborates With **ALL** stakeholders to create support Systems, seeks the most relevant PD for their school, takes an active leadership role on school and district committees, and advocates for systemic change.

Examples: Elementary	Examples: Middle	Examples: High
<p>10%-15%of the time Devoted to Professional Development to Include presentations to faculty, other counselors in the district, parents, and/or students</p> <p>Serves on school level committees and/or district level</p>	<p>10%-15% of the time Devoted to Professional Development to Include presentations to faculty, other counselors in the district, parents, and/or students</p> <p>Serves on school level committees and/or district level</p>	<p>15%-20% of the time Devoted to Professional Development to Include presentations to faculty, other counselors in the district, parents, and/or students</p> <p>*Higher percentage for High School due to the knowledge base needed for college counseling and curriculum needs</p>
<p>Attends conferences such as LCA, LSCA. or ASCA and presents at district level PD and/or Parent Meetings</p>	<p>Attends conferences such as LCA, LSCA. or ASCA and presents at district level PD and/or Parent Meetings</p>	<p>Serves on school level committees and/or district level</p>
		<p>Attends conferences such as LCA, LSCA. or ASCA and presents at district level PD and/or Parent Meetings</p>

Activities I've Used to Get that 4

- Serve as one of 4 LEAD counselors (one in each high school) in the district who meet with Secondary Supervisor Monthly to discuss program needs in the high schools
- Serve as a point of contact for all secondary counselors who need advice/assistance
- Served as a mentor for students in the counseling program at a local college
- Attend meetings and present information learned to all counselors in our district at quarterly counselor PD held in our district
- Volunteer to present at LSCA and LCA conferences
- Taught Psychology 101 for dual enrollment credit on campus
- Coordinate parent meetings yearly with my own feeder schools to assist students in the transition to high school
- Served on various committees at Nicholls State University while they were undergoing CACREP accreditation
- Present to counseling students in the Nicholls School Counselor program

Component 3: Responsive Services

What does it include?

- Activities to meet the individual needs and concerns of students
- Requires counseling (individual and/or small group as well as crisis counseling), consultation, referral and/or peer facilitation and mediation

Component 3: Responsive Services

How is this component accomplished?

- Consulting with all stakeholders (parents, teachers, other counselors in the school, and/or community agencies)
- Providing prevention, intervention, and follow up during a crisis situations
- Facilitating and/or organizing small group counseling sessions

Critical Attributes

Effective-Proficient

The school counselor counsels individual and small groups, consults with educators and parents, makes parents and students aware of the referral process, and has an established responsive services program.

Highly Effective

The school counselor has a well developed systematic plan for addressing individual and small group, regularly involves all stakeholders in developing plans for counseling, has a well defined referral process, and has an established responsive services program.

Examples: Elementary	Examples: Middle	Examples: High
Counselor conducts small group interventions with students who have been identified as being from a particular population (ex. Grief group, children of divorce group. Etc.)	Counselor conducts small group interventions with students who have been identified as being from a particular population (ex. Grief group, children of divorce group. Etc.)	Counselor conducts small group interventions with students who have been identified as being from a particular population (ex. Grief group, children of divorce group. Etc.)
Counselor conducts individual counseling sessions upon referrals from parents, teachers, administrators, or counselor classroom observations.	Counselor conducts individual counseling sessions upon referrals from parents, teachers, administrators, or counselor classroom observations.	Counselor conducts individual counseling sessions upon referrals from parents, teachers, administrators, student resource officer or counselor classroom observations.
Counselor consistently seeks opportunities to consult with other counselors, outside agencies, or other school personnel in developing and maintaining procedures for referrals and in developing a school crisis plan.	Counselor consistently seeks opportunities to consult with other counselors, outside agencies, or other school personnel in developing and maintaining procedures for referrals and in developing a school crisis plan.	Counselor consistently seeks opportunities to consult with other counselors, outside agencies, or other school personnel in developing and maintaining procedures for referrals and in developing a school crisis plan.

Activities I've Used to Get that 4

- Served on the school Crisis Plan Committee
- Presented procedures for referring students to the school counselor at Opening of Schools Faculty Inservice (including giving each teacher 10 copies of counseling referral slips)
- Reviewed OCS referral procedures with faculty at Opening of Schools Faculty Inservice
- Served on District Committee for revising our Suicide Intervention Handbook
- Consulted with parents and outside agencies to determine the best course of action in crisis situations
- Set up a section at school for students to drop off letters, memories, etc. when a student dies unexpectedly (letters, mementos are then offered to the family)

Component 4: School Counseling Curriculum

What does it include?

- A data-driven written instructional program (lessons) that is comprehensive in scope, preventative, proactive, and developmental in design.
- Instruction in three domains: academic achievement, career development and personal/social growth which promotes knowledge, attitude, and skills.

Component 4: School Counseling Curriculum

How is this component accomplished?

- Classroom instruction to include infusion lessons
 - Group Activities
- Parent and/or student workshops

Critical Attributes

Effective-Proficient

School counseling curriculum for all three domains has been written and adopted based on local site needs.

Highly Effective

The school counselor assures that all students receive critical elements of school counseling curriculum to support their acquisition of knowledge, attitudes, and skills in the 3 domains.

Examples: Elementary	Examples: Middle	Examples: High
Counselor plans a lesson in conjunction with the teacher. Example: Social Studies lessons with career building or social skills.	Counselor conducts classroom lessons addressing all 3 domains based on school site needs/data. Ex: A lesson on respect or an infusion lesson with a Science teacher. Write action plan.	Counselor plan lessons with a core or elective subject teacher and presents it in conjunction with the regular lesson (infusion lessons)
Counselor collects data (discipline, attendance, etc.) to determine what needs/concerns should be addressed with the school counseling curriculum.	Counselor collects data to determine what needs/concerns should be addressed with the school counseling curriculum.	Lessons are conducted in multiple classrooms and at all grade levels to insure all students have grade appropriate material to access.
Counselor consistently seeks opportunities to incorporate the school counseling curriculum .	Counselor conducts small group counseling sessions based on the needs of the school after review of data, targeting one of the 3 domains. EX: Coping skills group if outbursts and emotional triggers are identified as a big issue at your school. Write action plan.	Counselor presents lessons at different times of the day to include students who attend TCT in lessons.

Critical Attributes

Effective-Proficient

All students have opportunities to engage with the school counseling curriculum to acquire knowledge, attitudes and skills to enhance their academic, career and personal/social development

Highly Effective

Counselor thoughtfully analyzes and adjusts the curriculum based upon measures of success regularly throughout the year.

Examples: Elementary	Examples: Middle	Examples: High
Lessons are conducted in multiple classrooms and at all grade levels to insure all students have grade appropriate material to access.	Lessons are conducted in multiple classrooms and at all grade levels to insure all students have grade appropriate material to access.	Counselor collects data from multiple grade levels and develops a curriculum of instruction addressing the needs/concerns of their student population.
Counselor maintains a calendar of planned curriculum activities and publishes it to faculty, students, and parents.	Counselor maintains a weekly schedule that allows all students to access the curriculum during the school year.	Counselor maintains a calendar of planned curriculum activities and publishes it to all stakeholders
Counselor uses a needs assessment completed by faculty and parents to address needs of students. Counselor provides parent workshops on topics parents stated they need help with.	<p>Counselor conducts classroom lessons throughout 7th grade based on data/needs.</p> <p>Counselor conducts 10 minute infusion lessons during Channel one in 8th grade classrooms. A rotation system is set in place for all classes to be covered.</p>	Counselor consistently seeks opportunities to incorporate the school counseling curriculum by maintaining open communication with faculty, administrators and students

Critical Attributes

Effective-Proficient

Curriculum success is regularly measured through tests, product creations, etc., and effectiveness of the curriculum is evaluated annually.

Highly Effective

Materials and equipment are current and technology is utilized regularly.

Examples: Elementary	Examples: Middle	Examples: High
Feedback from administrators, teachers, students, and parents is encouraged to adjust curriculum.	Feedback from administrators, teachers, students, and parents is encouraged to adjust curriculum.	Feedback from administrators, teachers, students, and parents is encouraged (comments box in office) to adjust curriculum.
The counselor utilizes the internet to find resources which are age appropriate for conducting classroom lessons.	Pre/Post tests are conducted for a series of social skills lessons. Results are evaluated to build/change the program to fit the school and students needs.	Data is systematically analyzed to adjust the counseling curriculum to the current student needs.
Tests, questionnaires, school data is systematically administered so that multiple data sources are available for curriculum adjustment.	Counselor reviews results of Explore tests and builds classroom lessons addressing the areas of deficit.	Tests, questionnaires, school data is systematically administered so that multiple data sources are available for curriculum adjustment.

Critical Attributes

Effective-Proficient

The school counseling curriculum has been presented to and accepted by administration, counselors, and the school counseling advisory council.

Highly Effective

Examples: Elementary	Examples: Middle	Examples: High
Action plans are presented to and approved by administrators when conducting classroom lessons	The faculty, advisory council and teachers agree that there is a need in 6 th grade for some lessons on respect. Counselor creates action plans and delivers lessons in 6 th grade addressing respect.	Bi-yearly surveys of parents, students, faculty, and administrators are conducted and the curriculum is adjusted to meet the needs of the schools' ever changing population.
Counselor seeks input and shares ideas with other elementary school counselors to continuously adjust the school counseling curriculum.	Upon completing assessments with parents, faculty, students, and administrators the counselor sees a strong need for a school-wide anti-bullying campaign to include classroom lessons.	Action plans are presented to and approved by administrators when conducting classroom lessons.

Critical Attributes

Effective-Proficient

Materials, equipment and facilities are available to support the program delivery.

Highly Effective

The school counseling curriculum has been developed in conjunction with and/or based upon feedback from administration, counselors, and the advisory council.

Examples: Elementary	Examples: Middle	Examples: High
Counselor uses power point presentations, computer labs, age-appropriate videos, etc. to provide up to date information on careers.	Counselor uses power point presentations, computer labs (Louisiana Connect/college searches) , videos, etc. to provide up to date information	Counselor uses power point presentations, computer labs (Louisiana Connect/college searches), videos, etc. to provide up to date information when conducting student lessons and/or parent and faculty workshops.
Counselor has access to library computers to help students explore career videos at an age appropriate level.	Counselor provides an in-depth presentation on bullying to teachers to support the school-wide bullying program.	A computer is available in the counseling office for student use for filling out applications.
Age-appropriate brochures, pamphlets, flyers are created and presented to students to give them the most up to date information.	Counselor conducts a well-received LEAP night for parents.	Brochures, pamphlets, flyers are created and presented to students to give them the most up to date information.

Activities I've Used to Get that 4

- Planned and conducted lessons on bullying, college information, FAFSA, TOPS, graduation requirements, scheduling classes, Louisiana Connect, etc.
- Presented information to Seniors at senior meetings involving applying to college, registering to vote, registering for selective services, applying for scholarships
- Conducted parent meetings on AP and honors courses (advantages)
- Created lessons for mentoring sessions (at former school)
- Developed questionnaires to determine student/parent needs for further information
- Invited in and coordinated guest speakers for various students
- Assisted students/parents in registering for the ACT and Supplemental Course Academy courses

Questions?

Concerns?

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