

Greater Latrobe Senior High School

Mr. Eric Burkley - Student Ratio 1: 349

Responsibilities include:

Counselor for 10th, 11th, and 12th grades with last names from Pat-Z

- SAT Associate Supervisor
- AP Coordinator
- Dual Enrollment Coordinator (Penn Highlands Community College, Mount Aloysius, St. Vincent & WCCC)
- Department Budget Coordinator
- College/Technical School Representatives
- Guidance Website Coordinator
- Summer Programs
- SAP Member
- Academic Resource Member
- Conflict Resolution Facilitator
- eCats Coordinator

Ms. Wendy Hager – Student Ration 1:301

Responsibilities Include:

Counselor for 10th, 11th, and 12th grades with last names from He-Pas

- Interns
- SAT Coordinator
- PSAT
- Career Fair
- Scheduling Logistics
- Outdoor Odyssey (student volunteer program)
- Loyalhanna Conservation Watershed (student volunteer program)
- Westmoreland Area Student Assistant Program representative
- Eastern Westmoreland CTC representative
- SAP Member
- Academic Resource Team Member
- Military Representative Contact
- Individual Counseling/Group Counseling
- Conflict Resolution Facilitator

Mrs. Susan Kuhn - Student Ration 1:347

Responsibilities Include:

Counselor for 10th, 11th and 12th grades with last names from A-Ha

- PSSA Assessment Coordinator
- SAT Associate Supervisor
- Student Scholarships
- Student Employment
- NCAA Eligibility Representative
- Financial Aid
- SAP Member
- Academic Resource Team Member
- Individual Group/ Group Counseling
- Conflict Facilitator

B.. School Counselors and Assignments

Mrs. Sarah Switala- assigned students with last names A- HA (350 students 2012-2013 school year)

Provides for the Academic, Personal/Social, and Career Development needs of all students in grades 7-9

Designs and presents classroom lessons on topics including: organization, goal setting, learning styles, study skills, test taking skills, career exploration, portfolio development

Facilitates small groups and parent information sessions

Manages Academic Resource Team

Coordinates state assessments

Analyzes data in order to pinpoint growth opportunities

Collaborates with counselors district wide in developing a comprehensive counseling program

Co-coordinates Mix It Up Day activities, 2009–Present

Leads school wide recycling program and Earth Week Activities

Coordinates annual Soles for Souls shoe drive, 2008-Present

Contributes to Counseling Department newsletters

Creates professional development sessions for counselors and teachers

Participates in Student Assistance Team

Maintains Junior High School Counseling Website

Serves as practicum and internship supervisor

Mr. Alan Higgs- assigned students with last names HE- PAS (330 students 2012-2013 school year)

Provides for the Academic, Personal/Social, and Career Development needs of all students in grades 7-9

Analyzes data in order to pinpoint growth opportunities

Collaborates with counselors district wide in developing a comprehensive counseling program

Designs and presents classroom lessons on topics including: organization, goal setting, learning styles, study skills, test taking skills, career exploration, portfolio development

Grade 7 Guidance Orientation Classroom Presentation

SAP Team Member

Member Academic Resource Team

Presenter Move up Night – Grade 7

Being Successful students – Grade 7, Classroom Presentation

EWCTC Junior High Liaison

9th Grade EWCTC Tour

9th Grade Learning Support EWCTC Tour

9th Grade SAGE Testing

9th to 10th Grade Scheduling/Small group transition meetings
SVC Prevention Project Coordinator
Teens Group Coordinator
Junior High ECATS Coordinator
Member Jr. High Jems
Certified Non-Violent Crisis Intervention Trainer
Citizenship Award Coordinator
Analyzes data in order to pinpoint growth opportunities

Mrs. Jackie Rider- assigned students with last names PAT- Z (364 students 2012- 2013 school year)

Provides for the Academic, Personal/Social, and Career Development needs of all students in grades 7-9
Grade 9 High School Orientation Classroom Presentation
Analyzes data in order to pinpoint growth opportunities
Collaborates with counselors district wide in developing a comprehensive counseling program
Designs and presents classroom lessons on topics including: organization, goal setting, learning styles, study skills, test taking skills, career exploration, portfolio development
SAP Coordinator
Member Westmoreland Suicide Prevention Task Force
Coordinator Directions Career Day- Grade 9
Coordinator Foundations of Entrepreneurship Program- Grade 7
Scheduling Organization and Classroom Presentations Grade 7, 8, and 9
Presenter Move up Night- Grade 7
New Student Orientation
Member Academic Resource Team
Liaison with Learning for Life Program
Life Skills Lunch
Career Speakers
Analyzes data in order to pinpoint growth opportunities
Contributes to Counseling Department Newsletters

Greater Latrobe Elementary Schools

Mr. Joseph Golden

Mt. View Elementary: 698 students

Mrs. Sandra Parker

Baggaley Elementary: 670 students

Miss Susan Zedick

Latrobe Elementary: 800 students

Responsibilities Include:

- Academic Resource Team Member
- Conflict Resolution Facilitator
- Career Fair Organizers
- Outdoor Odyssey Organizers
- 4-H Mentoring Coordinator
- Group Counseling
- Individual Counseling
- PSSA Coordinator
- Classroom Guidance
- Transition Plans
- IEP Team Members
- Contact Liaison for Outside Agencies
- Parent Conferences
- Crisis Interventions
- Bully-Free Program Coordinator
- Behavioral Management Plans

Additional Staff that provides standard base instruction

Joanne Kernicky-Education Specialist

- St. Vincent Prevention Project

Diane Meadows- Education Specialist

- St. Vincent Prevention Project

B. Grant Proposal

We, the Greater Latrobe School District Counseling Department, plan to utilize the United Way grant in the following manner:

Elementary: We propose to relocate and expand the sixth grade career fair to include all elementary schools in the district. The fair will be held at a centralized location. The monies will be utilized for career resources to prepare the students in order to maximize their experience at the career fair and for transportation to and from the event. Success indicators will be measured through the pre and post measures aligned with career standards. (Standards: 13.1.5 A, F, G, H)

Junior High School: We propose to take advantage of a "College for a Day" program at Westmoreland County Community College. Freshmen will participate in an orientation with admissions representatives and academic counselors, receive a schedule, and attend two college courses. The monies will be utilized to transport students to and from the event. Success indicators will be determined through the use of an "exit ticket" that will ask students standards based questions. (Standards: 13.1.12 D, E, F, G, H)

Senior High School: We propose to utilize the monies to expand the current career fair for juniors by increasing the number of presenters and the duration of the event. We will also initiate a working lunch series, in which, counselors, post-secondary representatives, and career representatives will network while dining. Success indicators will be determined through additions to students' career portfolios. (Standards: 13.1.12 B, C, E, F, G, H)

Greater Latrobe School District

Mission Statement:

The mission of the GLSD school counseling program is to provide a comprehensive K through 12 developmental counseling program addressing the academic, career and personal-social development of all students to become lifelong learners. Greater Latrobe School District's counseling program will provide equal access to all students to become college and career ready.

Beliefs

- Every student can achieve success
- Every student utilizes unique learning styles
- Every student possesses positive developmental assets

Philosophies

- We agree to serve as an advocate for all students
- We agree that it is the role of the counselor to develop a pathway between academic achievement and career goal setting
- We agree to assist students in developing realistic direction to their lives
- We agree to facilitate a partnership for student success with students, parent/guardians, school and the community
- We agree to utilize data to drive program development, implementation and evaluation of our comprehensive K through 12 counseling program
- We agree to be proactive in meeting student developmental needs
- We agree to abide by ethical professional standards

D. Action Plan for Engaging Business and Community Leaders

Elementary:

Establish a career fair for sixth grade students involving business and community members. The purpose of the fair will be to demonstrate an awareness of the education and training needed to achieve career goals.

Junior High:

The Greater Latrobe Junior High School has for many years worked closely with the Latrobe Area Chamber of Commerce. In conjunction with the school counseling department approximately 15- 20 members of the Chamber facilitate a program each year entitled "Directions." Objectives of "Directions" include helping students focus on the development of career goals, increasing awareness necessary skills for success in the workplace and emphasize the importance of lifelong learning.

In addition, during the 2011-2012 school year, a second program, "Foundations of Entrepreneurship" was developed and piloted. In the future, data will be utilized to demonstrate the effectiveness of these programs and to guide decisions for improvement of the delivery.

In addition, the school had developed a relationship with Learning for Life, a component of the Boy Scouts of America. Through this resource, professionals from the community meet with students to share information regarding their careers. Recently, the focus has been in STEM occupations. Collaboration with the Learning for Life program will continue with the goal of developing additional relationships with local professional and increasing student attendance and participation in career speaker presentations.

High School:

Expand the current career fair to involve more community members. In addition, develop a working lunch for students to meet with business professional in a more intimate setting. The purpose of both events is to create a greater awareness of the education and training needed to achieve career goals.

Counseling for Career Success Advisory Committee

District: Greater Latrobe

Name- Title	Stakeholder Group
Ms. Kara Olecki-Leeper	Parent/Teacher
Mr. Pat Conroy	Post Secondary
Ms. Erica Clayton Wright	Community / Business
Alex Bissignani	5 th grade student
Mr. Randy Phillips	5 th grade parent
Mrs. Pam Matsko	3 rd grade parent
Mrs. Heidi Kozar	Board Member
Mrs. MaryLou Friedline	Community / Business
Mr. Joe Golden	Elementary Counselor
Mrs. Sarah Switula	Junior High Counselor
Mrs. Susan Kuhn	Senior High Counselor
Dr. Georgia Teppert	School Administrator
Josh McIntyre	Senior High Student
Junior High Student	TBD
Junior High Parent	TBD

1st Proposed Meeting Date ____ October 2012

2nd Proposed Meeting Date

The Role of the GLSD School Counselor

The school counselor provides leadership and implementing a comprehensive school counseling program for all students:

- In the 2011-12 school year, the counselors at GLSD took part in developing a comprehensive K-12 guidance and counseling plan that follows PA's academic standards for career education and work.
- In the 2012-13 school year, the career education plan will be implemented at the elementary and secondary levels.

School Counselors advocate for the academic success of all students:

- GLSD K-12 Counselors are part of the academic intervention teams (RtII, ART).

Counselors provide strategies and programs to ensure that the academic, personal/social and career development of students is achieved:

- In the 2011-12 school year, GLSD implemented prosocial programs directed by the school counselors.

The school counselors use networking, problem solving and mediation to work as a collaborator with all members of the Greater Latrobe community:

- GLSD K-12 Counselors collaborate with outside agencies, such as St. Vincent, Excelsa Health, Westmoreland Case Management, Family Behavioral Resources, Ligonier Valley Learning Center, Blackburn, System 123, etc..

COMPREHENSIVE SCHOOL COUNSELING PROGRAM DELIVERY SYSTEM

(This form can be used at the district, school or individual counselor level)

Guidance Curriculum Provide developmental, comprehensive guidance program content in a systematic way to all students preK-12.	Prevention, Intervention and Responsive Services Addresses school and student needs	Individual Student Planning Assists students and parents in development of academic and career plans	System Support Includes program, staff and school support activities and services
Purpose Student awareness, skill development and application of skills needed to achieve academically and be career and college ready by graduation	Purpose Prevention, Intervention and Responsive services to groups and/or individuals	Purpose Individual student academic and occupational planning, decision making, goal setting and preparing for academic transitions.	Purpose Program delivery and support
Career (K-6) <ul style="list-style-type: none"> • 3rd, 5th, 6th Grade Career Lessons (align with Pa CEW standards) • 6th grade Career Fair • 6th grade "Career Cruising" 	Career (K-6) <ul style="list-style-type: none"> • Use career assessment strategies to help understand their skills and future employment 	Career (K-6) <ul style="list-style-type: none"> • Individual or group counseling (if needed) to discuss career interest inventory. 	Career (K-6) <ul style="list-style-type: none"> • Educators • School Counselors • Community members • Business professionals • Parents
Career (7-9) <ul style="list-style-type: none"> • 9th CTC Tour • 8th grade "Career Cruising" • 7th & 8th grade Career Speakers 	Career (7-9) <ul style="list-style-type: none"> • Use career assessment strategies to help understand their skills and future employment 	Career (7-9) <ul style="list-style-type: none"> • Utilize career information resources in school and community • Explore career interest/matching with career options. 	Career (7-9) <ul style="list-style-type: none"> • CTC Educators • Counselors • Parents • Community Agencies • Business professionals
Career (10-12) <ul style="list-style-type: none"> • 11th Grade Career Fair • 11th & 12th Working Lunch 	Career (10-12) <ul style="list-style-type: none"> • Use career assessment strategies to help understand their skills and future employment 	Career (10-12) <ul style="list-style-type: none"> • Utilize career information resources in school and community • Explore career interest/matching with career options. 	Career (10-12) <ul style="list-style-type: none"> • Educators • School Counselors • Community Members • Parents • Community Agencies • Business Professionals
Counselors Role <ul style="list-style-type: none"> • Guidance Curriculum • Classroom and group instruction • Consultation 	Counselors Role <ul style="list-style-type: none"> • Individual and group counseling • Referral • Consultation 	Counselors Role <ul style="list-style-type: none"> • Assessment • Planning • Placement • Consultation 	Counselors Role <ul style="list-style-type: none"> • Develop and manage program • Coordination • Consultation

Curriculum Action Plan Grades 10-12

Lesson Content/Program Content	ASCA Domain and/or CEW Domain	Curriculum and Materials	Start and End Dates	Number of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
Career Library	C:B1.4	Skills Assessment & Career Clusters	on-going grades 10, 11 & 12th	all	High School Library	Career Results	Power Library	Ms. Kim Riebel
Public Speaking & Presentation	A:2	World Culture Materials	yearly	11th grade	High School Social Studies Dept	presentations	Teachers	Social Studies dept.
World Cultures	A:2	Public Speakings/ Senior Projects	ongoing	11th grade	Social Studies Dept	Project participation		Social Studies dept.
Math Department	B:1	Reasoning Skills, Pie Day Speakers (Careers)	yearly	10 11 12	Math Dept	Participation in Pie Day, Assessments	Career Speakers,	Math Dept.
Career Fair	C:B1.4	Career Speakers	Annually	11th grade	CSC	Survey	Career Speakers	Guidance
Working Lunch	C:B1.4	Career Speakers	monthly	11 & 12th	Guidance	Survey	Career Speakers	Guidance

Curriculum Action Plan Grades 7-9

Lesson Content/Program Content	ASCA Domain and/or CEW Domain	Curriculum and Materials	Start and End Dates	Number of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
Reading and Writing Across the Curriculum	C:2	Discuss the importance of literacy skills to being able to perform successfully in the workplace	Ongoing	Grade 7	Junior High	Class Assessment	Teacher, Students, Community	Mrs. Bompiani-Smith
World Cultures	C:1, C:2	Review and Discussion of Geography related careers	Yearly	Grade 7	Jr. High Social Studies Dept	Oral presentations with use of smart board	Teachers	Mr. Girt and Mr. Mayger
Civics/Economics	A:1, B:2, C:1, C:2	Career Cruising/PA Careers Book	Yearly	Grade 8	Jr. High Social Studies Dept	Portfolio Development	Teacher/Student	Mrs. Marker, Mr. Classroom
Civics/Economics	C:1, C:2	Mock Interviews	Yearly	Grade 8	Jr. High Social Studies Dept	Class Assessment	Teacher/Student	Mrs. Marker, Mr. Classroom
Civics/Economics	B:1, B:2	Budget Lesson	Yearly	Grade 8	Jr. High Social Studies Dept	Class Assessment	Teacher/Student	Mrs. Marker, Mr. Classroom
Life Science	A:1, B:1, C:1	Research Science related careers	Yearly	Grade 7	Jr. High Science Dept	Guest Speakers, Class Assessment	Teacher, Community Leaders	Mr.s. O
Guidance Program presentation	A:2	Goal Setting, Acquiring Skills	Yearly	Grade 7	Jr. High Counseling Dept	Class Assessment	counselors	Mr. Hipps

New students interviews	A:1	Goal Setting	Yearly	Grade 7	Counseling	Students tracking	counselors	Mr. Hipps, Mrs. Rider, Mrs
EWCTC Tours	B:1, B:2	Relate Strength/Abilities to Careers	Once Per Year	Grade 9	Jr. High Counseling Dept	Program completion rates	Counselors&E WCTC	Mr. Hipps
EWCTC Shadowing	B:1, B:2	Relate Strength/Abilities to Careers	Once Per Year	Grade 9	Jr. High Counseling Dept	Program completion rates	Counselors&E WCTC	Mr. Hipps
Monthly Career Speaker	B:1, B:2	Career Exploration	Five per Year	Grade 8&9	Junior High	Attendance Rate	Students & Community Leaders	Mrs. Rider
Career Bulletin board	B:1, B:2	Career Exploration	Yearly	Grade 7,8,&9	Junior High	Participation Study	Students	Mr. Hipps, Mrs. Rider, Mrs
Directions Program	B, C	Career Exploration	Once Per Year	Grade 9	Junior High	Survey Results	Students & Community Leaders	Mrs. Rider
Fall Ninth Grade Class Lesson	B:2	Education Related to Career Choice	Once Per Year	Grade 9	Junior High	Class Assessment	Students	Mrs. Rider
Move up Presentation and Orientation	A:1	Career Exploration presented via power point	Twice per Year	Grade 7	Junior High	Participation Study	Parents, Students	Mr. Hipps, Mrs. Rider, Mrs Switala
Foundations of Entrepreneurship	A:1	Career Exploration presented via power point	Once Per Year	Grade 7	Junior High	Survey Results	Students & Community Leaders	Mrs. Rider

Curriculum Action Plan Grades K-6

Lesson Content/ Program Content	ASCA Domain and/or CEW Domain	Curriculum and Materials	Start and End Dates	Number of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
Career Cruising	CA-1.3, CB-1.2, & CB-2.1	Computer Program	Yearly	6th grade	Classrooms & Computer Lab	Pre & Post Discussions	Teachers, Students, Counselors	Counselors & Teachers
Portfolio	CB-2.5	File Folders	Yearly	K-6	Classrooms	Completion	Teachers, Students, Counselors	Counselors & Teachers
Career Fair	CA-2.8, CB-1.2, & CB-2.1	Guest Speakers	Yearly	6th grade	C.S.C.	Pre & Post Discussions	Business & Community Members, Parents, Teachers, Counselors, & Students	Counselors
Career Development Lessons K-6	CA-2.7, CB-2.5	Curriculum Resources	On-going	K-6	Classrooms	Complete Project	Teachers, Students, Counselors	Counselors
<i>Added</i> Building-Level Career Advisory Council	CC-1.4, CC-1.7	Meeting Agendas	2x's/year	K-6	Conference Room	Pre & Post Discussions	Teachers, Counselors, Administrators	Counselors, Teachers & Administrators

Organizing Career Resources

Resource Types	List Resources
Organizations/Agencies	
Intermediary Organizations	Westmoreland/ Fayette Workforce Investment Board 145 Pavilion Lane Youngwood, Pa 15697 724/696-4593
Umbrella Organizations	Latrobe Area Chamber of Commerce Andy Stofan, Director 326 McKinley Ave. #102 Latrobe Pa, 15650 724/537-2671

Community/State Agencies	<p>John Chedister, Westmoreland Pa Career Link 151 Pavilion Lane Youngwood, Pa, 15697</p> <p>Jody Hirst, Human Resource Manager, Excelsa Health</p> <p>Erica Clayton Wright, Public Affairs Manager Kennametal PO Box 231 Latrobe, Pa 15650</p> <p>Dr. Bryon Kohut, Director/Western Hub Marcellus Shale NET Grant Westmoreland County Community College 145 Pavilion Lane Youngwood, Pa 15697 724/696-4593</p> <p>PIC 724/836-2600</p> <p>OVR 727 Goucher Street Johnstown, Pa 15905 724/255-6771</p> <p>Job Corps 7175 Highland Drive Pittsburgh, Pa 15206 412/441-8700</p> <p>Big Brothers/ Big Sisters Laurie Sarady School-Based Mentoring Coordinator Big Brothers Big Sisters of the Laurel Region 106 North Main St. Greensburg, PA 15601 724-837-6198 724-439-8055</p> <p>WIU 724/836- 2460</p> <p>Learning for Life, Sandy Martin</p>
Networking Opportunities	
Individual Contacts	See Attached Data Base of Career Fair Speaker
Community/Business Meetings	<p>Lions Club Latrobe Professional Business Woman's Association Rotary Club</p>

Community Events	Post- Secondary Counselor Appreciation Events
Online/ Onland	See attached document "Delivery Resources"
Internet Based Links	
Media/Advertising	Greensburg Tribune Review Latrobe Bulletin GLSD Faculty & Staff Newsletter GLSD Times Contact: Sherrie Dunlap, CSC, 724/539-4220
Publications/Documents	7 Habits for Highly Effective Teens, Sean Covey Prevention Researcher, Integrated Research Services, Inc.

Monthly Counseling Calendar
Greater Latrobe Senior High School

<u>July</u>	<u>January</u>
Academic:	Academic:
Career:	Career: Continue Junior conferences
Personal/Social:	Personal/Social:
<u>August</u>	<u>February</u>
Academic:	Academic:
Career: Coordinate Work-Study Students 10 th grade Orientation Finalize Kenna Metal Internship Students Finalize Allied Health Internship Students	Career:, Shadowing Scheduling, Internships
Personal/Social:	Personal/Social:
<u>September</u>	<u>March</u>
Academic:	Academic:
Career: Westmoreland School Counselor's Association College Fair Schedule Change Adjustments Promote PSATs College/Military Representatives Senior Surveys/Letters	Career:
Personal/Social:	Personal/Social:
<u>October</u>	<u>April</u>
Academic:	Academic:
Career: Administer PSATs Internship Reception Promote website use (open house) Select Rotary Students Big Brothers/ Big Sisters Tutoring Program Westinghouse Women in Engineering	Career: Advertise summer programs.
Personal/Social:	Personal/Social:
<u>November</u>	<u>May</u>
Academic:	Academic:
Career: Administer SATs	Career:
Personal/Social:	Personal/Social:
<u>December</u>	<u>June</u>
Academic:	Academic:
Career: Career Fair, ASVAB, Junior Conferences	Career:
Personal/Social:	Personal/Social:

	<u>Academic</u>	<u>Career</u>	<u>Personal/Social</u>
<u>February</u>			
Grade 9-10 Scheduling Meetings	<u>X</u>	<u>X</u>	
Grade 6-7 Move Up Night	<u>X</u>	<u>X</u>	<u>X</u>
Directions Career Day	<u>X</u>	<u>X</u>	
EWCTC Re- Visit	<u>X</u>	<u>X</u>	
Career Speaker		<u>X</u>	
JH Jems Award	<u>X</u>	<u>X</u>	<u>X</u>
Counseling for Career Success		<u>x</u>	
<u>March</u>			
PSSA Reading and Math	<u>X</u>		
Classroom Scheduling Presentations	<u>X</u>	<u>X</u>	
Grade 6-7, 7-8,8-9			
Shadowing EWCTC		<u>X</u>	
Career Speaker		<u>X</u>	
JH Jems Award	<u>X</u>	<u>X</u>	<u>X</u>
<u>April</u>			
PSSA Writing, Science	<u>X</u>		
Economic Day of Understanding		<u>X</u>	
IEP Meetings	<u>X</u>	<u>X</u>	<u>X</u>
JH Jems Award	<u>X</u>	<u>X</u>	<u>X</u>
<u>May</u>			
EWCTC Pre-Voc Selection Process	<u>X</u>	<u>X</u>	
Counselor's Corner	<u>X</u>	<u>X</u>	<u>X</u>
Career Bulletin Board		<u>X</u>	
JH Jems Award	<u>X</u>	<u>X</u>	<u>X</u>
Counseling for Career Success		<u>x</u>	
<u>Monthly</u>			
SAP (4 meetings per month)	<u>X</u>	<u>X</u>	<u>X</u>
ART (4 meetings per month)	<u>X</u>	<u>X</u>	<u>X</u>
Life Skills Lunch (once per month)			<u>X</u>
Class Lessons (once per month)	<u>X</u>	<u>X</u>	<u>X</u>
Grade 7& Reading Students			
Big Brothers/Big Sisters (4 per month)	<u>X</u>	<u>X</u>	<u>X</u>

1. Monthly Calendar Junior High

	<u>Academic</u>	<u>Career</u>	<u>Personal/Social</u>
<u>August</u>			
Grade 7 Orientation	<u>X</u>	<u>X</u>	<u>X</u>
Program Audit	<u>X</u>	<u>X</u>	<u>X</u>
Master Schedule Consultation	<u>X</u>		
<u>September</u>			
Counselor's Corner	<u>X</u>	<u>X</u>	<u>X</u>
Guidance Orientation-7 th grade	<u>X</u>	<u>X</u>	<u>X</u>
Meet and Greet- Grade 7	<u>X</u>	<u>X</u>	<u>X</u>
New Student Breakfast			
JH Dept. Planning Meeting			
Counseling for Career Success		<u>x</u>	
<u>October</u>			
SAGE Testing		<u>X</u>	
Career Speaker		<u>X</u>	
Orientation to High School	<u>X</u>	<u>X</u>	<u>X</u>
Career Bulletin Board		<u>X</u>	
SAP Tailgate	<u>X</u>	<u>X</u>	<u>X</u>
<u>November</u>			
Career Speaker		<u>x</u>	
Mix It Up Day			<u>X</u>
JH Jems Award	<u>X</u>	<u>X</u>	<u>X</u>
<u>December</u>			
Career Speaker		<u>X</u>	
Counselor's Corner	<u>X</u>	<u>X</u>	<u>X</u>
SAGE Assessment Results Analysis		<u>X</u>	
JH Jems Award	<u>X</u>	<u>X</u>	<u>X</u>
Counseling for Career Success		<u>x</u>	
<u>January</u>			
Grade 9 EWCTC Tours		<u>X</u>	
Career Unit in Civics class		<u>X</u>	
Career Speaker		<u>X</u>	
JH Jems Award	<u>X</u>	<u>X</u>	<u>X</u>

Yearly Elementary Career Calendar

Kindergarten:

- visits by school personnel: i.e. principal, guidance, and nurse
- lesson by dental hygienist, bee keeper, drumming, police officer, and environmentalist
- bulletin board on community helpers

First Grade:

- field trip to fire station
- visits by dental hygienist, Officer Phil, firemen, veterinarian, forest ranger, meteorologist, and author
- unit on community helpers
 - art projects
 - sing songs
 - write stories
 - when I grow up writing activities

Second Grade:

- visits from community helpers: firemen, policemen, and teachers
- lessons on factory workers, machine workers, farmers, and oceanographers

Third Grade:

- in social studies class students discuss the roles of mayors, judges, and law makers in community government
- discussions about people within the community who help us meet our needs
- discussion of production of goods and services in our economic system
- guest speakers: Officer Phil, bus safety, and rocks

Fourth Grade:

- discussion of how math relates to careers
- careers in science: lessons and bulletin board
- create math dolls to display how math is used in various jobs
- discuss types of scientists
- literature circles identifying careers

Fourth Grade (continued):

- career opportunities relating to the environment
- Allegheny Power Company presentation on electricians
- famous people research projects
- role-play meteorologists
- hands-on electrical experiments in science class

Fifth Grade:

- humanities day: exploration of careers past and present
- discussions of goals toward career choices
- channeling interests toward future career choices through writing
- discussions of characters in novels
- career posters

Sixth Grade:

- field trip to vo-tech school
- career day
- guidance career planning booklet
- visits by college students discussing chosen fields
- economics visit including members of Chamber of Commerce

Learning Support:

- creative writing about career possibilities

Speech & Language Support:

- the speech & language support program provides instruction along with a variety of activities related to careers. As part of their vocabulary development, some students identify, describe, role-play, and read about various community helpers and occupations. Older students are often asked to write and discuss their strengths, future plans, and identify their heroes in specific careers.

Title I:

- non-fiction texts related to different careers

Gifted Support:

- guest speakers
- sixth grade job research project: pro's and con's of two careers
- fifth grade mystery unit: students act as CSI agents
- third grade fossil unit: students act as paleontologists and participate in a fossil dig

Music:

- discussions about careers of musicians, composers, arrangers, and other music related careers
- careers in music are discussed and researched
- bulletin board display of musical careers
- discussions of computer technology opportunities in music
- discussions of various jobs in the orchestra
- listening to interviews with musicians on CD's
- discussion on music as a lifelong avocation

Art:

- guest speakers on illustration of poems and stories and museums and art positions
- discussion of technology careers in art
- projects discussing art related careers: fabric design, jewelry, graphic design, computer games, and book illustration
- lesson illustrating in detail a particular career of student's choice
- discussion of artist career paths i.e. sculptor, painter, animator, illustrator, weaver, etc,

Library:

- career books i.e. bus driver, veterinarian, teacher, police officer, dentist, librarian, farmer, scientist, firefighter, etc.
- discussions about careers in various books

Career and Technical Center Strategies

District: Greater Latrobe School District

Student Awareness:

Grade	Intervention/Program/Events	Stakeholder Delivering	Data Used Success Indicator	Begin& End	Contact Person
8-12	Utilizing Career Cruising	Educators	Research Paper	Oct. 30	EWCTC Counselor
9	Individual Transition Interview	Educators	Individual Plan	March 1	Individual Population Counselor
12	Registration on Career Link	Educators	Job Opportunity	Nov. 30	Career Link Counselor
10-12	Industry/Workforce Info.	Business Leaders	Attendance	May 30	Business Leaders
12	Senior Interviews	Business Leaders	Score Cards	April 30	Business Leaders
6	Grade Six Grade Tours	Educators	Feedback Survey	June 1	EWCTC Staff
9	Grade 9 Tours	Educators	Feedback Survey	June 1	EWCTC Staff
9	Grade 9 Shadow Opportunity	Educators	Feedback Survey	Jan- June	GLSD/EWCTS Staff
9-12	Non- Traditional Career Awareness Day	Educators	Feedback Survey	Spring	EWCTC Staff

Parent Awareness:

Intervention/Program Events	Date	Stakeholder Delivering	Data Used Success Indicator	Contact Person
Parent Orientation	Aug 30	Educators	Retention Rate, Attendance Rate	EWCTC Counselor
Public Relations Campaign	On-going	Educators	Enrollment Rate	EWCTC Director
Open House	February	Educators	Attendance Rate	EWCTC Director, EWCTC Staff
Parent Advisory Committee	Quarterly	Parents, Educators	Attendance Rate	EWCTC Counselor
Parent/Teacher Conferences	On- Going	Parents, Educators	Feedback Attendance Rate	EWCTC Faculty
College Night/Parent Forum	February 1	Parents, Educators	Attendance Rate	EWCTC Faculty

Educator Awareness:

Intervention/Program Events	Date	Stakeholder Delivering	Data Used Success Indicator	Contact Person
June Inservice Day	Annually	Educators	Feedback Survey	EWCTC & GLSD Faculty
Home School Meetings	Quarterly	Educators	Enrollment Rate	EWCTC & GLSD Faculty

ACADEMIC AND CAREER PLAN TOOL

Beginning in sixth grade, all students will utilize Career Cruising. They will explore their career clusters, identify interest areas, and explore post secondary career options. Students will begin to create an Electronic Portfolio. This Electronic Portfolio will follow all sixth grade students to Jr. High. The students' clusters and interests will be aligned with the students' individual course of study. Our goal and intent is for the Electronic Career Portfolio to follow each student through graduation.

Setting Goals Using a Data Collection Tool

District/CTC **Greater Latrobe**

Year 2010-2011

<u>Student Body Composition</u>	Number of Students	% of Students					Comments
Total Enrollment	4140	100					
Male Enrollment	2110	51					
Female Enrollment	2030	49					
<u>Race</u>							
White	4005	96.8					
Black	35	.8					
Latino	11	.3					
Asian	29	.7					
Other	60	1.4					
<u>Special Groups</u>							
Free/Reduced Lunch	1084	26.2					
Special Ed./IEPs	712	17.2					
Learning Dis.	443	10.7					
Gifted	269	6.5					
ESL	21	.5					
<u>Attendance</u>	<u>Current</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	Comments	
	(%)	Goal	Goal	Goal	Goal		
Overall	94.3	97.0					
Elementary	95.3						
Middle	92.4						
High							
<u>Graduation Rate</u>	<u>Current</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	Comments	
	(%)	Goal	Goal	Goal	Goal		
Overall	93.1	95.0					
White	98.8						
Black Latino	.3						
Asian	.3						
Other	.6						
Free/Reduced	19.6						
Learning Dis.	10.3						
Gifted	7.2						
ESL	0						

- Information above is based on 2010-2011 school year; updated PIMS data will not be available until October 2012.

Setting Goals Using a Data Collection

<u>Post-Secondary Attainment</u>	<u>4 Year College</u>	<u>2 Year College</u>	<u>1-2 Year Technical/Specialized</u>	<u>Apprenticeship Up to 4 years</u>	<u>OJT/Certification</u>	<u>Military</u>	<u>Employment</u>
<u>Baseline Year (Now)</u>	<u>%</u>	<u>%</u>	<u>%</u>	<u>%</u>	<u>%</u>	<u>%</u>	<u>%</u>
Overall	65	31				1	1
Male							
Female							
White							
Black							
Latino							
Asian							
Other							
Free/Reduced Lunch							
IEP-LD							
IEP-Gifted							
ESL							
<u>Year 2</u>							
Overall	62	36				1	1
Male							
Female							
White							
Black							
Latino							
Asian							
Other							
Free/Reduced							
IEP-LD							
IEP-Gifted							
ESL							
<u>Academic and Career Plans</u>	<u>Grade 6 %</u>	<u>Grade 7 %</u>	<u>Grade 8 %</u>	<u>Grade 9 %</u>	<u>Grade 10 %</u>	<u>Grade 11 %</u>	<u>Grade 12 %</u>
Baseline Year (now)							
Year 2 Goal							
Year 3 Goal							
Year 4 Goal							
Year 5 Goal							

**"Counseling for Career Success"
2012-13
Itemized Budget Report**

School District: K-6 GLSD Elementary Schools

Goal	Activity/Intervention	Standards Addressed	Grade Level	Assessment Tool	Item	Vendor	Item Cost	Contact Person
To increase Career Awareness and Preparation	Career Fair	13.1.6 (A,B,C,D,F,G,H)	All 6 th graders	Pre/Post Career Surveys	NA	First Student	Est. \$300	Joseph Golden
To identify interests & link to possible career options	"Careers For Me"	13.1.3 (A, E,F,H)	All 3 rd graders	6 panel interest assessment folder for each 3 rd grader	NA	"Career Kids"	Gr. 3 500 booklets = \$560.00	Joseph Golden
To identify interests & link to possible career options	"Careers For Me"	13.1.5 (A,E,F,H)	All 5 th graders	6 panel interest assessment folder for each 5 th grader	NA	"Career Kids"	Gr. 5 500 booklets = \$605.00	Joseph Golden
							Total:	
							\$1465.00	

Signature of Superintendent

Judith Chaffin

Date: 9/11/12