

Talking Points for the Missouri Comprehensive School Counseling Program Principal-Counselor discussion for the Annual Agreement

Section 1 - Mission Statement

The counselor will:

- Share school counseling program mission statement. If one is not available, refer to the school mission statement.
- Discuss how the school counseling program impacts the school's mission statement.

Section 2 – Program Goals

The counselor will:

- Review the school's Comprehensive School Improvement Plan (CSIP) before the meeting.
- Identify and share school counseling program goals focusing on achievement, attendance, behavior and/or school safety. Goals should support the CSIP goals based on district/school data.
- Discuss program goals with the principal detailing the activities that promote the goals found in the school counseling curriculum, individual student planning, and responsive services.

Section 3 – Use of Time

The counselor will:

- Present the state recommended time percentages and activities related to direct and indirect services for program planning and school support. Recommended times are shown on the front of the agreement. You can also reference the MCSCP Manual.
- Ensure that the administrator understands the program components (Curriculum, Individual Student Planning, Responsive Services and System Support).
- Explain that in order to fully implement the program 80-85% of the school counselors time should be spent in direct services (Curriculum, Individual Student Planning, and Responsive Services) and 15-20% of the counselors time should be spent in indirect services (System Support).
- Discuss the actual school counseling program percentages within the school.
- Discuss "Barriers to Implementation" and brainstorm strategies with the administrator to minimize the impact of barriers to the program (test coordination, 504 Coordinator, extra duties, etc.)

Section 4 – Professional Development

The counselor will:

- Discuss selected areas of growth and professional development plan.
- Share professional affiliations and memberships which enhance professionalism and the program.

Section 5 – Professional Collaboration and Fair Share Responsibilities

The counselor will:

- Discuss committees on which the counselor serves and faculty/staff shared responsibilities.
- Discuss how these assignments/memberships support school, district and program goals.

Section 6 – Budget and Resources

The counselor will:

- Discuss current budget for the school counseling program and how the budget impacts student services.
- Discuss any needed resources (i.e. personnel/materials).
- Discuss the school counselor's schedule and time availability.
- Discuss facility accommodations for the school counseling program.