



Comprehensive School Counseling Plan

Student Support Services Department

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The following Comprehensive School Counseling Plan was written, and continually revised by the B-ESD School Counseling Department. This written plan meets the legal requirements outlined in [RCWs 28A.320.600 & 28A.320.610](#) and reflects the work of school counselors in our district.

B-ESD COMPREHENSIVE SCHOOL COUNSELING PLAN

1. This Comprehensive School Counseling Plan (CSCP) will use state and nationally recognized counselor frameworks and will systematically align to state learning standards. There are three domains that Educational Staff Associate (ESA) certified School Counselors are trained to address: Social/Emotional development, Academic development, and Career readiness.
 - a. Social/Emotional Development: School Counselors will incorporate strategies and activities to support and maximize each student's ability to manage emotions, learn and apply interpersonal skills, and maintain positive mental health.
 - b. Academic Development: School Counselors will incorporate strategies and activities to support and maximize each student's ability to think critically and creatively, engage in their learning, access rigorous coursework, and make informed decisions.
 - i. School Counselors will provide academic advising and supports that can be differentiated to meet each student's unique learning needs and support each student in reaching their academic goals.
 - c. Career Readiness: School Counselors will incorporate strategies and activities to support and maximize each student's ability to understand the connection between school and world of work, plan for and make a successful transition from school to postsecondary education and career, and from job to job across their lifespan.
 - i. Social emotional development is integral to building the foundational skills students need to make decisions that will prepare them for their career and postsecondary goals.
2. The CSCP will use a multi-tiered process of data review and analysis to identify student needs.

- a. School Counselors will biannually evaluate a breakdown of time spent providing direct and indirect student services, program planning and school support, and non-school counseling tasks.
 - b. School Counselors will collect and review program results data.
 - c. School Counselors will collect and review data related to communication with administrators, families, students, and community partners.
 - i. This data will be collected on a biannual basis as frequency data.
- 3. Direct and indirect student services will be delivered through the CSCP using the Multi-Tiered Systems of Support (MTSS) model.
 - a. The MTSS model will use evidence based practices, team driven shared leadership, and family and student community engagement.
 - b. Examples of Tier 1 services to be delivered include, but are not limited to: supporting SEL delivery among all grade levels and collaboration with district personnel to deliver student centered academic and career guidance.
 - c. Examples of Tier 2 services to be delivered include, but are not limited to: individualized classroom units and lessons, small groups, consultation about interventions and supports, peer mediation, and restorative practices.
 - d. Examples of Tier 3 services to be delivered include, but are not limited to: individual short-term counseling, individual academic and career exploration guidance, and referrals for outside services.
- 4. The CSCP will have an annual assessment and review that includes communication between School Counselors, building administrator(s), and district administrator(s).
 - a. This will include assessing the CSCP at the district and site levels using district designated tools.
 - b. This will include a site level meeting with School Counselors and building administrator(s) with the purpose to review data collected as specified by RCW 28A.320.600(2).
- 5. As school counseling information, data, and district direction updates, this plan will continue to use the most current and equitable versions of tools and strategies.

IMPLEMENTATION

1. The CSCP will be implemented by Educational Staff Associate certified School Counselors of the Burlington-Edison School District for the purpose of guiding students in their academic pursuits, career planning, and social/emotional development.
2. School Counselors will allocate 80% of their work time to direct and indirect services to benefit students, as aligned with national standards. Per RCW 28A.320.610(2), tasks such as coordinating and monitoring student testing, supervising students at lunch and recess, and assuming duties of other non-counseling staff are not direct or indirect services.
 - a. **Direct student services** are defined as in-person interactions with CSCP staff and students that help students improve achievement, attendance, and discipline. For example: instruction, appraisal, advisement, and counseling. **Indirect student services** are defined as support provided on behalf of students to enhance student achievement and promote equity and access for all students. For example: collaboration, consultation, student advocacy, and referrals.
 - b. Program planning and support will be implemented utilizing 20% of the work time. This includes time to plan and prepare, which includes analyzing data, goal setting, lesson planning, developing an annual calendar, and the annual assessment review.
 - c. To best serve students and families, the district and each school site will regularly review the appropriate and inappropriate activities for School Counselors as it relates to district needs and the needs of each specific school site.
 - d. School Counselors will refer to national standards as needed for best practices within the School Counselor role.
3. The district will continually foster procedures to guide and support the implementation of the CSCP.
 - a. Procedures will provide specific and individualized support to all School Counselors and mental health staff of the Burlington-Edison School District.
 - b. Procedures will support the data development, collection, and analysis as specified by RCW 28A.320.600(2).
 - c. Procedures will support the annual review and assessment process of the CSCP as specified by RCW 28A.320.600(4).