



COUNSELING SERVICES
SECONDARY COUNSELORS

D35.00
Revised
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PROCEDURE

Introduction

Counselors have historically been assigned to each secondary building at an approximate ratio of 400 students per counselor. The Central Counseling Office provides various support services for counselors and building administrators as related to counselors and counseling programs.

Identification

Services provided by the Central Counseling Office:

- A. Consultation for any secondary counselor or building administrator regarding counseling services, practices, or program development.
- B. Development of In-Service Training or workshops that aid in skill development and program development.
- C. Assistance with issues concerning counselor certification.
- D. Assistance with the location and placement of counselors.
- E. Coordination of meetings with head counselors for informational and program development purposes.
- F. Coordination of the development of grant proposals related to counselor programs.
- G. Provision of professional information related to counseling practices.

Procedures

Call the office of counseling/psychological/social work services to request assistance.

Former code(s): H56.01, H42.01