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| **Use of Standards** |
| Supportive Resource: Self-Assessment Section 1 |
| **SSB5030:** Districts must develop a comprehensive school counseling program (CSCP) that uses state and nationally recognized counselor frameworks and is systemically aligned to state learning standards**Considerations for Districts:** * Alignment with district’s Strategic Goals
* Collaboration with school counselors regarding the incorporation of standards
* Professional development around school counseling standards
 | The [District Name] Comprehensive School Counseling Program (CSCP) will align to these standards in the three school counseling domains of Academic, Career, and Social-Emotional Development:* ex: WA SEL Standards
* ex: ASCA Mindsets & Behavior Standards
* etc.
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| **Use of Data** |
| Supportive Resource: Self-Assessment Section 2 |
| **SSB5030:** The district CSCP must provide a process for identifying student needs through a multilevel school data review and analysis that includes, at a minimum:* Use of time data
* Program results data
* Data regarding communications with administrators, parents, students, and stakeholders

**Considerations for Districts:** * Alignment with district’s Strategic Goals
* Collaboration with school counselors regarding how data will be used to inform the identification of student needs
* Professional development around use-of-data
* Collaboration with district data support teams to procure necessary data
 | The [District Name] Comprehensive School Counseling Program will identify student needs through the following processes:-ex: District MTSS Process-ex: WA MTSS Framework- detail other district process for student strength and need identificationWhich includes these data:* Use of time data
	+ [District Name] school counselors or other ESAs implementing the CSCP will perform a use-of-time study at least \_\_\_\_\_ times per year.
		- (At least twice per year is recommended)
* Program results data
* Data regarding communications with administrators, parents, students, and stakeholders
* (Could also include other district data sources, such as Attendance, Discipline, Academics, School Climate, and… etc.)
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| **SSB5030:** The district CSCP must establish an annual review and assessment process for the comprehensive school counseling program that includes building administrators and stakeholders | The [District Name] School District, alongside school counselors (and other ESAs assigned to implement the CSCP, if applicable), building administrators, and other stakeholders will review the comprehensive school counseling program annually.* The process will include the following data and processes:
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| **Use of Time** |
| Supportive Resource: Self-Assessment Section 3 |
| **SSB5030:** The district CSCP must explain how direct and indirect services will be delivered through the comprehensive school counseling program* 80% of school counselors’ or other ESAs’ work time is spent on direct and indirect services for students, aligned with the standards developed by a national organization representing school counselors.

**Considerations for Districts:*** Collective bargaining agreements/contracts and the allowable activities detailed within them
* Staffing considerations related to who will be providing which services considering the suggestions for use of school counselor time
* Professional development around use-of-time and effective teaming between school counselors and building administrative staff
* Stipends for staff to provide services that do not fall into the recommended use-of-time duties of school counselors
 | The school counselors (and other ESAs implementing the CSCP, if applicable) will deliver direct and indirect services during 80% of their contracted Comprehensive School Counseling Program work time. [District Name] district will create the environment for school counselors (and other ESAs implementing the CSCP, if applicable) to spend 80% of their time delivering direct and indirect services by:* Ex: Understanding current non-counseling tasks assigned to school counselors and working to re-assign them to non-counseling staff.
* Ex: Providing professional development for school counselors, other ESAs, administrators, and others to create better alignment to the ASCA national model.
* Etc.
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| **Use of Personnel** |
| Supportive Resource: Self-Assessment Section 4 |
| **SSB5030:** The district CSCP must be implemented by school counselors or other educational staff associates for the purpose of guiding students in academic pursuits, career planning, and social-emotional learning.**Considerations for Districts:*** Collective bargaining agreements/contracts and the allowable activities detailed within them
* Staffing considerations related to who will be providing which services considering the suggestions for use of school counselor time
* Professional development around use-of-time and effective teaming between school counselors and building administrative staff
* Stipends for staff to provide services that do not fall into the recommended use-of-time duties of school counselors
 | [District Name] District CSCP will be implemented by \_\_\_\_\_\_\_ [staff titles] and \_\_\_\_\_ [additional staff titles, if multiple ESA staff will be implementing the CSCP]. |
| **Timeline** |
| * By the beginning of the 2022-23 school year each school district shall develop and implement a written plan for a comprehensive school counseling program that is based on regularly updated standards developed by a national organization representing school counselors.
* Prior to the 2022-23 school year, each school district board of directors must, within existing funds, adopt a transition plan for developing and implementing a comprehensive school counseling program plan.
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| **Resources** |
| * OSPI Staff
	+ Megan LaPalm, Program Supervisor for Elementary School Counseling
	+ Brittni Thompson, Program Supervisor for Secondary School Counseling
* OSPI Resources:
	+ [OSPI Comprehensive School Counseling Programs Website](https://www.k12.wa.us/educator-support/education-staff-associate-esa/school-counseling/comprehensive-school-counseling-programs)
	+ [District Self-Assessment Template](https://content.govdelivery.com/attachments/WAOSPI/2022/01/31/file_attachments/2063334/5030%20-%20District%20Self-Assessment%20%26%20Template%20Tool.docx)
	+ [CSCP Model Policy](https://www.k12.wa.us/sites/default/files/public/ossi/k12supports/guidancecounseling/pubdocs/Comprehensive_School_Counseling_Policy_2140.pdf)
	+ [CSPC Model Procedure](https://www.k12.wa.us/sites/default/files/public/ossi/k12supports/guidancecounseling/pubdocs/Comprehensive_School_Counseling_Procedure_2140P.pdf)
	+ [CSCP Plan Model Resolution](https://www.k12.wa.us/sites/default/files/public/graduation/pubdocs/2140R%20-%20Comprehensive%20%20School%20Counseling%20Plan%20Resolution.pdf)
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