

**GUIDANCE/COUNSELING SERVICES**

In alignment with LCAP Goal 4, the Board of Education recognizes that a structured, coherent and comprehensive counseling program promotes academic achievement and serves the diverse needs of all district students. Counseling staff shall be available to provide students with individualized reviews of their educational progress toward academic and/or career and vocational goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning.

The Superintendent or designee shall ensure that all persons employed to provide school counseling, school psychology, and/or school social work services shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

*(cf. 4112.2 - Certification)*

Responsibilities of school counselors include, but are not limited to:

1. Engaging with, advocating for, and providing support for all students with respect to learning and achievement.
2. Planning, implementing, and evaluating programs to promote the academic, career, personal, and social development of all students, including students from low-income families, foster youth, homeless youth, undocumented youth, and students at all levels of academic, social, and emotional abilities.
3. Using multiple sources of information to monitor and improve student behavior and achievement.
4. Collaborating and coordinating with school and community resources.
5. Promoting and maintaining a safe learning environment for all students by providing restorative justice practices, positive behavior interventions, and support services.

*(cf. 5131 - Conduct)*

*(cf. 5131.2 - Bullying)*

*(cf. 5138 - Conflict Resolution/Peer Mediation)*

*(cf. 5144 - Discipline)*

6. Intervening to ameliorate school-related challenges, including issues related to chronic absences.

*(cf. 5113.1 - Chronic Absence and Truancy)*

7. Using research-based strategies to reduce stigma, conflict, and student-to-student mistreatment and bullying.
8. Improving school climate and student well-being.

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*(cf. 5137 - Positive School Climate)*

9. Enhancing students' social and emotional competence, character, health, civic engagement, cultural legacy, and commitment to lifelong learning and the pursuit of high-quality educational programs.

*(cf. 6142.4 - Service Learning/Community Service Classes)*

10. Providing counseling interventions and support services for students classified as English Learners, eligible for free or reduced-priced meals, or foster youth, including enhancing equity and access to the education system and community services.

*(cf. 0460 - Local Control and Accountability Plan)*

*(cf. 6173 - Education for Homeless Children)*

*(cf. 6173.1 - Education for Foster Youth)*

*(cf. 6174 - Education for English Language Learners)*

**Educational Counseling**

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so they may participate in the counseling sessions and decisions. (Education Code 221.5)

*(cf. 5145.6 - Parental Notifications)*

The educational counseling program shall include academic counseling in the following areas: (Education Code 49600)

1. Development and implementation, with parent/guardian involvement, of the student's immediate and long-range educational plans.
2. Optimizing progress towards achievement of proficiency standards.
3. Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes.
4. Academic planning for access and success in higher education programs, including advisement on courses needed for admission to public colleges and universities, standardized admissions tests, and financial aid.
5. Career and vocational counseling, in which students are assisted in doing all of the following:
  - a. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition.

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- b. Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success.
- c. Developing realistic perceptions of work, the changing work environment, and the effect of work on lifestyle.
- d. Understanding the relationship between academic achievement and career success, and the importance of maximizing career options.
- e. Understanding the value of participating in career technical education and work-based learning activities and programs, including, but not limited to, service learning, regional occupational centers and programs, partnership programs, job shadowing, and mentoring experiences.

*(cf. 6178 - Career Technical Education)*

*(cf. 6178.1 - Work-Based Learning)*

*(cf. 6178.2 - Regional Occupational Center/Program)*

- f. Understanding the need to develop essential employable skills and work habits.
- g. Understanding the variety of four-year colleges and universities and community college vocational and technical preparation programs, as well as admission criteria and enrollment procedures.

The district's educational counseling program will include, but is not limited to:

1. The identification of students who are at risk of not graduating with their cohort.
2. The development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to postsecondary education or employment.
3. Counseling regarding available options for a student to continue with education if the student fails to meet graduation requirements.

The Superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all high school students subject to compulsory continuation education. (Education Code 48431)

*(cf. 6184 - Continuation Education)*

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be

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differentiated on the basis of any protected category specified in BP 0410 – “Nondiscrimination in District Programs and Activities.”

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*  
*(cf. 5145.3 - Nondiscrimination/Harassment)*

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. (Education Code 221.5)

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

Colleges and prospective employers, including military recruiters, shall not have access to students for recruiting purposes. (Education Code 49603; 10 USC 503)

*(cf. 1605 – Campus Recruiting Activities)*  
*(cf. 5125.1 - Release of Directory Information)*

**Personal or Mental Health Counseling**

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by a credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed of community agencies, organizations, or health care providers offering qualified professional assistance.

*(cf. 1020 - Youth Services)*  
*(cf. 5113 - Absences and Excuses)*  
*(cf. 5131.6 - Alcohol and Other Drugs)*  
*(cf. 5141.4 - Child Abuse Prevention and Reporting)*  
*(cf. 5141.6 - School Health Services)*  
*(cf. 5145.9 - Hate-Motivated Behavior)*  
*(cf. 5147 - Dropout Prevention)*  
*(cf. 6164.5 - Student Success Teams)*

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by a parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (Education Code 49602)

## **GUIDANCE/COUNSELING SERVICES (continued)**

*(cf. 5022 - Student and Family Privacy Rights)*

*(cf. 5125 - Student Records)*

A counselor shall consult with the Superintendent or designee whenever unsure of how to respond to a student's personal situation or when questions arise regarding the possible release of confidential information regarding a student.

### **Crisis Counseling**

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.

*(cf. 0450 - Comprehensive Safety Plan)*

*(cf. 3516 - Emergencies and Disaster Preparedness Plan)*

In addition, the Superintendent or designee shall identify crisis counseling resources to train district staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

*(cf. 5136 - Gangs)*

*(cf. 5141.52 - Suicide Prevention)*

#### *Legal Reference:*

##### EDUCATION CODE

221.5 *Prohibited sex discrimination*

44266 *Pupil personnel services credential*

48431 *Establishing and maintaining high school guidance and placement program*

49600-49604 *Educational counseling*

51250-51251 *School age military dependents*

51513 *Personal beliefs*

##### FAMILY CODE

6920-6929 *Consent by minor for treatment or counseling*

##### HEALTH AND SAFETY CODE

124260 *Mental health services; consent by minors age 12 and older*

##### PENAL CODE

11166-11170 *Reporting known or suspected cases of child abuse*

##### WELFARE AND INSTITUTIONS CODE

5850-5883 *Mental Health Services Act*

##### CODE OF REGULATIONS, TITLE 5

**GUIDANCE/COUNSELING SERVICES (continued)**

*4930-4931 Counseling*

*80049-80049.1 Pupil personnel services credential*

*80632-80632.5 Preparation programs for pupil personnel services*

UNITED STATES CODE, TITLE 10

*503 Military recruiter access to directory information*

UNITED STATES CODE, TITLE 20

*1232g Family Educational Rights and Privacy Act*

*7908 Armed forces recruiter access to students and student recruiting information*

CODE OF FEDERAL REGULATIONS, TITLE 34

*99.1-99.67 Family educational rights and privacy*

*Management Resources:*

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*California Results-Based School Counseling and Student Support Guidelines, 2007*

WEB SITES

*American School Counselor Association: <http://www.schoolcounselor.org>*

*California Association of School Counselors: <http://www.schoolcounselor-ca.org>*

*California Department of Education: <http://www.cde.ca.gov>*

*Commission on Teacher Credentialing: <http://www.ctc.ca.gov>*

*U.S. Department of Education, access to military recruiters:*

*<http://www.ed.gov/policy/gen/guid/fpc/hottopics/ht10-09-02.html>*

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**SAN DIEGO UNIFIED SCHOOL DISTRICT**  
San Diego, California