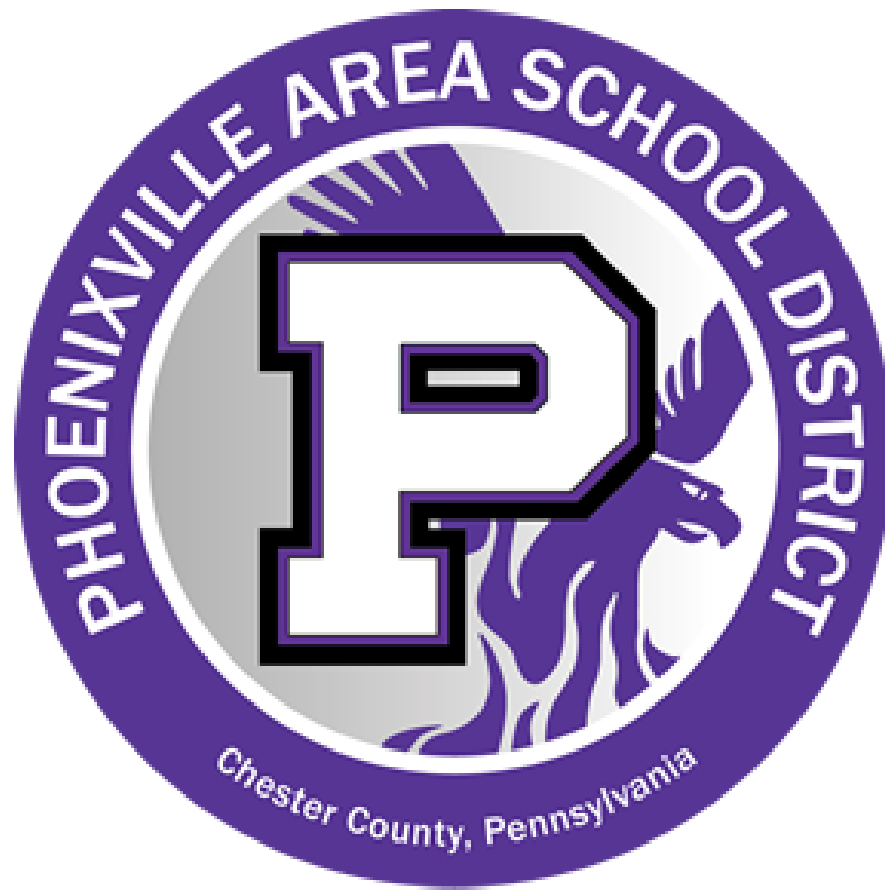




Phoenixville Area School District

Comprehensive K-12 School Counseling Program Plan

Chapter 339

February 2026

Phoenixville Area School District Chapter 339 K-12 Guidance Plan Table of Contents

Date: February **2026**

LEA Name: Phoenixville Area School District

AUN: 124157203

Address: 386 City Line Avenue, Phoenixville PA, 19460

LEAD COUNSELOR

Name: Dr. Christine Skonieczny

Phone Number: 484-927-5066

Email: skoniecznyc@pasd.com

CHIEF SCHOOL ADMINISTRATOR

Name: Mrs. Missy McTiernen

Phone Number: 484-927-5010

Email: McTiernenm@pasd.com

SCHOOL COUNSELORS:

K-1

Phoenixville Area Early Learning Center

Ryan Parsons

Brittany Beck

2-6:

Michele Ventura, Manavon Elementary School

Stephanie McErlean, Schuylkill Elementary School

Mandy Scott, Barkley Elementary School

Gina Keenan, Hares Hill Elementary School

Alyson Riffey, Hares Hill Elementary School

7-8:

Phoenixville Area Middle School

Kellyanne Andruczyk

Monica Daley

9-12:

Phoenixville Area High School

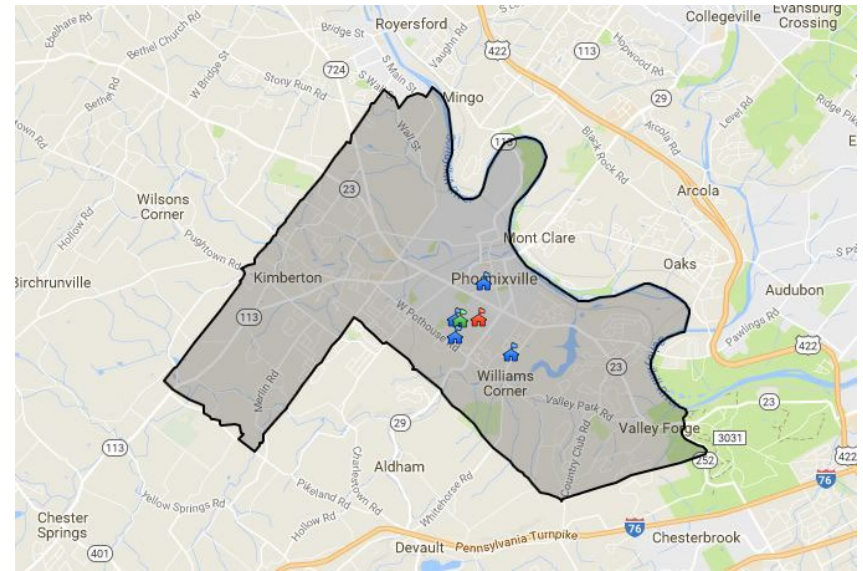
John Shackelford

William Gumby

Elizabeth Kilpatrick

Dr. Kimberly Osborn

Maren Bhalla, College & Career counselor



COUNSELING MISSION STATEMENT AND CAREER AND TECHNICAL EDUCATION PROGRAMS

- 1. Enter your school's Counseling Service Mission Statement that reflects the school's mission and includes reference to the three domains (academic, career, social/emotional), and equity and access for all students.**

The Counseling Program of the Phoenixville Area School District is committed to assisting students with academic, career and social/emotional development while working in collaboration with parents, faculty, and community members in preparing students to succeed in a rapidly changing workplace.

- 2. Does your school offer PDE-approved Career and Technical Education (CTE) programs, or send students to a Career and Technical Center (CTC) or to another school that offers PDE approved CTE programs? Yes.**

PASD sends students to a CTC referred to as Technical College High School (TCHS) located in Phoenixville, PA.

BOARD APPROVED GUIDANCE PLAN

- 3. Is your K-12 Guidance Plan approved by your School Board or Joint Operating Committee? Yes.**

CAREER AND TECHNICAL CURRICULA

- 4. Does your school provide career guidance services curriculum to assist all students with unbiased occupational and educational information necessary for realistic career planning? Yes**

(The curriculum below is to be available during Perkins and APTE/339 compliance reviews.)

Phoenixville Elementary K-6

Guidance Curriculum Provides developmental, comprehensive guidance program content in a systematic way to all students K - 12.	Prevention, Intervention and Responsive Services Addresses school and student needs	Individual Student Planning Assist students and parents in development of academic and career plans	System Support Includes program, staff and school support activities and services
Purpose: Student awareness, skill development and application of skills needed to achieve academically and be career and college ready by graduation.	Purpose: Prevention, Intervention and Responsive services to groups and/or individuals	Purpose: Individual student academic and occupational planning, decision making, goal setting and preparing for academic transitions.	Purpose: Program delivery and support
Academic: Classroom Presentations & Small Groups	Academic: Individual and small group counseling, crisis counseling, consultation, referral, parent communication, teacher communication, 504 meetings, data meetings	Academic: Back to school nights, individual counseling, Parent contact parent/teacher conferences, SAIP meetings	Academic: 504s, IEP meetings, team meetings, SWPBIS trainings, SAIP meetings, Observations, parent communication, administration communication, faculty meeting, open house, transition meetings, counselor department meetings
Career: Classroom Lessons Grade 3-6 using Naviance	Career: Career exploration and discovery career portfolio	Career: Maintenance and additions to portfolio	Career: Veteran's Day activities, Grandparents Day, Author's Visits
Social/Emotional: Classroom presentations & small groups	Social/Emotional: Individual Counseling	Social/Emotional: Individual Counseling	Social/Emotional: Staff meeting/collaboration, parent/teacher conferences,

			SWPBIS meetings
Counselor Role: classroom or group implementation	Counselor Role: Individual/small group counseling, consultation, referral, parent communication, teacher communication, 504 meetings, responding to immediate student needs	Counselor Role: Consultation, team meetings, individual student meetings, parent communication, assessing student needs, planning, 504 meetings	Counselor Role: SWPBIS meetings, counselor meetings, consultation with home and school liaison
Percentage of Time: 30%	Percentage of Time: 50%	Percentage of Time: 10%	Percentage of Time: 10%

Phoenixville Middle School 7-8

Guidance Curriculum Provides developmental, comprehensive guidance program content in a systematic way to all students K - 12.	Prevention, Intervention, and Responsive Services Address school and student needs	Individual Student Planning Assist students and parents in development of academic and career plans	System Support Includes program, staff and school support activities and services
Purpose: Student awareness, skill development and application of skills needed to achieve academically and be career and college ready by graduation.	Purpose: Prevention, Intervention and Responsive services to groups and/or individuals	Purpose: Individual student academic and occupational planning, decision making, goal setting and preparing for academic transitions.	Purpose: Program delivery and support
Academic: Transition meetings/activities, PBIS/Olweus lessons, guidance	Academic: Parent contact/meetings, team collaboration/meetings, 504 and	Academic: Parent contact/meetings, team collaboration/meetings, 504 and	Academic: Master scheduling, individual student scheduling, open house,

lessons on resources	IEP meetings, review of report cards, identification and implementation of academic intervention, Instructional support, Individual counseling, crisis counseling, group counseling, New student orientation, team meetings, 7th transition activities, 7th grade orientation, IEP meetings, 8th grade transition activities, 504 meetings, parent conferences, transition meetings, review of report cards, in danger of failing letters, benchmark testing, Chester County Futures recruitment, Summer school coordination, report card review and maintenance, new student registration, SAIP meetings MTSS and Tier II meetings	IEP meetings, review of report cards, identification and implementation of academic intervention, MTSS and Tier II meetings, individual counseling, crisis counseling, group counseling, master scheduling, individual student scheduling, new students orientation, 7th grade transition activities, 8th grade transition activities, 504 meetings, transition meetings, in danger of failing letters, benchmark testing, Chester County Futures recruitment, summer school coordination, new student registration, SAIP meetings	IEP and 504 meetings, PSSA test coordination, PSSA make-up testing, DRC coordination for PSSA, PBIS and Olweus lessons, Keystone test coordination and make-up testing, quarterly benchmark test coordination and make-up testing, Input for ER, RR, GIEP and 504 evaluations/referrals, promotion ceremony coordination, SAIP meetings
Career: Interest inventories, Career awareness and preparation, budgeting lessons, entrepreneurship lessons, strengths explorer, development of career plan, transition planning	Career: Scheduling, course placement, Destinations with Directions, maintaining school records, maintaining career portfolios	Career: Interest inventories, Career awareness and preparation, budgeting lessons, entrepreneurship lessons, mock job application, strengths explorer, development of career plans, transition planning, IEPs, vocational education course -	Career: Interest inventories, Career awareness and preparation, budgeting lessons, entrepreneurship lessons, mock job application, strengths explorer, development of career plan, transition planning IEPs and

		special education, Check In/Check out program, gifted services, acceleration	transitional plans, vocational education course - special education, Check In/Check out program, PBIS, transition planning, gifted services, acceleration, new student meetings
Social/Emotional: PBIS/Olweus lessons - guidance lesson on resources	Social/Emotional: Individual counseling, crisis counseling, group counseling, PBIS/Olweus lessons, new student registration, transition activities, parent contact/meetings, team collaboration, ESTEEM team meetings and supports, transition activities	Social/Emotional: Individual counseling, crisis counseling, group counseling, PBIS/Olweus lessons, new student registration, transition activities, parent contact/meetings, team collaboration, ESTEEM team meetings and supports, transition activities	Social/Emotional: Holiday support, Feed 30 Families, coordinating meetings with outside agencies, lunch duty.
Counselor Role: Implement guidance curriculum, develop and deliver classroom lessons, consultation with teaching staff	Counselor Role: Counseling: individual, crisis and group, consultation & collaboration with administration, staff and parents, provide community resource information, 504 coordination	Counselor Role: Facilitate benchmark and state testing, individual meetings with students/parents, facilitate/deliver career awareness classroom lessons	Counselor Role: Coordinating holiday support and food drives, on-going consultation with staff and administration, guidance department meetings
Percentage of Time: 10%	Percentage of Time: 50%	Percentage of Time: 15%	Percentage of Time: 25%

Phoenixville High School 9-12

Guidance Curriculum Provides developmental, comprehensive guidance program content in a systematic way to all students K - 12.	Prevention, Intervention, and Responsive Services Address school and student needs	Individual Student Planning Assist students and parents in development of academic and career plans	System Support Includes program, staff and school support activities and services
Purpose: Student awareness, skill development and application of skills needed to achieve academically and be career and college ready by graduation.	Purpose: Prevention, Intervention and Responsive services to groups and/or individuals	Purpose: Individual student academic and occupational planning, decision making, goal setting and preparing for academic transitions.	Purpose: Program delivery and support
Academic: 9th Grade/New Student Orientation/BBQ, Naviance/Skyward Lesson, PSAT Score Review, Scheduling Presentations to Students, Scheduling Presentations to Parents, TCHS Information Session, Study Skills Workshop	Academic: Academic Counseling, Meeting with Students with Failing Grades, Summer School Advisement, Failure Letters Home, Parent-Phone Calls, MTSS, Explore Credit Recovery Options, Academic Enrichment Program Referrals, SSD Accommodation, Study Skills Workshop	Academic: Interpretation of test scores (PSAT, SAT), AP Potential Review, Schedule Consultation and Changes, Transcript Review, Input for IEP and 504 Transition, SSD Accommodations, AP Scheduling, Transition Meetings, Individual Academic Consultation/Grade Review	Academic: PSAT Ordering/Scheduling, AP Coordination, SSD Accommodations, Consultation with Teachers, New Enrollments, Schedule Changes, 504 Meetings, IEP Meetings, Keystone Proctoring/Set Up, Skyward Duties (adjusting final grades, credit adjustments, withdraw adjustments, Summer School Registration/Set Up, BVA Coordination, Naviance Lessons, Study Skills Workshop
Career: Naviance Interest Inventories, Career Study Presentation, Career Portfolio	Career: Naviance, Career Study Program, TCHS Information	Career: Career Portfolio Review, ASVAB Testing, Military Recruiting, AP	Career: Career Week, College Fair, College/Campus Visits,

Review, ASVAB Testing, Career Week, College Fair, College/Campus Visits, Financial Aid Night, College Fair Break Out Sessions, Senior College Night, Junior College Night, SAT School Day, College Rep Visits, Junior Career Exploration Project	Session, TCHS Attendance, SAT School Day, Career Week, College Fair, College/Campus Visits, Financial Aid Night, FAFSA Completion Night, College Fair Break Out Sessions, Senior College Night, Junior College Night, College Rep Visits	Potential Review, PSAT Score Review, Individual Student Meetings with Grade-Level Counselor and College/Career Counselor, IEP Meetings, Course Selection, College Rep Visits	Financial Aid Night, FAFSA Completion Night, College Fair Break Out Sessions, Senior College Night, Junior College Night, SAT School Day, College Rep Visits
Social/Emotional: Beginning of the year small group meetings, SAP Team, Mental Health First Aid, QPR	Social/Emotional: SAP Team, Individual Crisis Counseling, Mental Health Groups/Workshops, Referrals to Outside Agencies/Valley Creek Crisis, Referrals to Mental Health Coordinator, IEP Meetings, Interagency Meetings, Crisis Prevention Intervention, MTSS, Transition Meetings, Communication with Outside Agencies, QPR	Social/Emotional: Individual Counseling, Group Counseling, Transition Meetings, Interagency Meetings, Parent Communication, Communication with Outside Agencies	Social/Emotional: MTSS, Crisis Prevention Intervention Team Member
Counselor Role: All school assembly, grade-level meetings, small group meetings, advisement of curriculum, Guidance Curriculum Implementation, Classroom or Groups Consultation	Counselor Role: Individual Counseling, Referral, Parent Communication, Addressing Student Needs	Counselor Role: Individual Counseling, Team Member, Needs Assessor	Counselor Role: Preparing and Administering Testing, Special Education Meetings, 504 Coordination, MTSS Coordinator, Teacher/Faculty Consultation

Percentage of Time: 5%	Percentage of Time: 20%	Percentage of Time: 30%	Percentage of Time: 45%

Note: Counselors serve as the point of contact for students who are eligible for services as outlined in Act 1 of 2022. For these students who have experienced school changes, counselors act as a resource in providing academic advising, exploring school and community resources, and planning for the future. In this capacity, counselors assess credit requirements and formulate a written graduation plan with each eligible student which is maintained in their cumulative record. Counselors actively remove barriers that may prevent a student from participating in events related to graduation.

5. Does your school maintain a monthly calendar or monthly listing of k-12 career guidance services offered, organized by domain and grade level? Yes.

Counseling Services Program Calendar

Phoenixville Area School District					
PROGRAM CALENDAR BY DOMAIN					
Activity	Curriculum (Tier 1)	Responsive (Tier 2)	Individual Academic Career Counseling	System Support	Non-counselor Related
SEPTEMBER					
Academic					
K-6	Back to school night, team meetings	IEP support, MTSS team planning	Consultation teachers, specialists, psychologists	504 case management, School supply backpacks	
7-8	Open House, 7 th and new student orientation, benchmark testing	Consultation with teachers re student concerns, IEP support, MTSS review	Schedule changes, consultation with teachers and specialists	Master scheduling, reviewing 504s and IEPs, new student registration, 504 case management	

9-12	Back to school open house parent orientation	Summer school grades, Grade review, parent meetings	Scheduling conflicts, AP course audit, Dual enrollment	Course scheduling, Grad requirement checks, 504 case management	
Career					
K-6	Planning for career program delivery	Career activity modification planning for students with academic needs	Individual career artifact planning/scheduling	Grade level team meetings	
7-8	Club fair, Naviance planning for career readiness	Identification of students for MTSS team meetings	Academic club recruitment	Grade level team meetings	
9-12	PSAT Planning SAT Testing	Individual meetings for college Planning	Senior Naviance Sessions, College Application 1:1 meetings, Parent College Application Presentation, College rep visits, AP testing meeting	School profile update	
Social/Emotional					
K-6	SWPBIS kick off, Group counseling prep	Food backpacks, SAP referrals, Risk/Threat assessment, parent meetings, transition meetings	Consult with teachers and support students with successful classroom behavior strategies	504 case management, SRSS scheduling, Review Panorama Survey results	
7-8	PBIS kick off, SEL survey, open house, new student orientation	SAP referrals, Risk/Threat assessment, parent meetings, group counseling preparation, transition meetings	Individual counseling	Olweus/PBIS lesson planning, 504 case management	
9-12	Open House, New Student Orientation	SAP referrals, Risk/Threat assessment, parent meetings, transition meetings	Individual counseling	504 case management	
OCTOBER					
Academic					

K-6	Ongoing student team meetings	MTSS team meetings	Consultation with teachers, specialists, psychologists	504 case management	
7-8	MTSS and Tier II, SEL/group surveys	MTSS team meetings, group counseling, peer tutoring, consultation with teachers and specialists, individual student meetings, parent meetings	Student meetings regarding academic progress	504 case management, Grade level team meetings	
9-12	Presentation of resources (tutoring and teacher support) to students	MTSS team meetings	NCAA eligibility grade review	504 case management	
Career					
K-6	2 nd walking tour of Phoenixville	Career activity modification planning for students with academic needs	Individual and small group career readiness makeup lessons	Grade level team meetings	
7-8	7 th Strengths explorer, 8 th career plan, entrepreneurship lesson and questionnaire	Individual schedule changes	Modification of career activities and makeup lessons	Assistance with Naviance and Naviance reporting	
9-12	PSAT, 9th CRI classroom visits to begin work on Naviance platform	Identify student concerns with teachers and promote use of school counseling resources to meet needs of learners	College App Day, Financial Aid Night, Rec. letter writing, college rep visits, Scholarship assistance, Senior SAT Testing, and 1:1 college app meetings, FAFSA completion assistance, college rep visits, military recruiter visits	Meetings with teachers regarding course choices and career applicability	
Social / Emotional					
K-6	Parent MH forum, PBIS character trait lessons	Group counseling begins based on Panorama Survey and SRSS results	Individual counseling	Holiday food drive planning, 504 case management	

	and assemblies, Panorama SEL survey				
7-8	PBIS lessons and rewards, Parent MH forum	SAP referrals, Risk/Threat assessment, group counseling, parent meetings, transition meetings	Individual counseling	Holiday food drive planning, 504 case management	
9-12	Parent MH forum	SAP referrals, Risk/Threat assessment, group counseling, parent meetings, transition meetings	Individual counseling	504 case management	
NOVEMBER					
Academic					
K-6	Parent/teacher conferences	Academic intervention, MTSS team meetings	Individual sessions with students as needed based on Panorama SEL survey	504 case management	
7-8	Parent/teacher conferences, Career Seminar	Academic intervention, MTSS team meetings, executive functioning skills groups	Individual meetings with students regarding study skills and executive functioning based on SEL survey	504 case management, Grade level team meetings	
9-12	Parent/teacher conferences	Academic intervention, MTSS team meetings, failure notification letters to parents	NCAA eligibility grade review	504 case management	
Career					
K-6	Veteran's day assemblies, parent/teacher conferences,	Small group modified career readiness make up lessons	Individual sessions with students based on Panorama SEL survey data	TCHS field trip preparation	
7-8	7 th strengths explorer, 8 th career plan, job application, PBIS lessons	Career readiness makeup lessons	Individual meetings dependent upon SEL survey	Coordination with HS counselors for course selection planning	

9-12	AP participation survey, Naviance classroom presentations, Senior 1:1 meeting- post- secondary plan	Assist students with college planning and recommendations and Naviance form submission	Tech school interest sign-up, college application completion sessions, Instant decision days, military recruiter visits, college rep visits, 1:1 student meeting	Meetings with Counselor to facilitate movement towards completion of college/career planning	
Social / Emotional					
K-6	PBIS Tier I meetings, subcommittees, character trait lessons and assemblies	SAP, Risk/Threat assessment, transition meetings, group counseling, tier II and PBIS meetings, transition meetings	Counselors attend parent-teacher conferences, Individual counseling	Coat drive, 504 case management, Hunger and Homelessness Awareness Week, Holiday gift drive, PBIS Networking Days	
7-8	PBIS lessons	Feed 30 families, holiday support SAP, Risk/Threat assessment, group counseling, transition meetings, MTSS meetings	Individual counseling	504 case management	
9-12	Panorama SEL survey	SAP, Risk/Threat assessment, group counseling, transition meetings	Individual counseling	504 case management	
DECEMBER					
Academic					
K-6	Ongoing student team meetings	MTSS team meetings	Consultation with teachers, specialists, psychologists	504 case management	
7-8	Team meetings for student data review	Group counseling, MTSS team meetings	Student meetings regarding academic progress	504 case management, Grade level team meetings	Assist with Keystone testing
9-12	Classroom 9 th grade and 11 th grade Career	MTSS team meetings	Team and individual meetings to discuss	Program of studies update, 504 case management	Assist with Keystone testing

	Readiness presentations via Naviance		support deployment to at-risk students		
Career					
K-6	TCHS Survey for 5 th	Modified career readiness small group lessons	Individual and small group career readiness makeup lessons	TCHS Counselor Planning	
7-8	Career Seminar	Career readiness makeup lessons	Career goal meetings	Service-learning philanthropic holiday support project	
9-12	CRI classroom visits, Armed forces info tables	Graduation Pathway assignment	Tech school Grad project presentation to 9 th grade, ASVAB testing	Counselor Planning to Identify Support needed to meet Grad Pathway	
Social / Emotional					
K-6	PBIS character trait assemblies and lessons	SAP, Risk/Threat assessment, transition meetings	Individual lessons, individual counseling	Holiday food distribution, 504 case management, holiday gift drive	
7-8	PBIS lesson	SAP, Risk/Threat assessments, group counseling, transition meetings	Individual counseling	Holiday support and food distribution, 504 case management	
9-12	Naviance survey and review regarding student needs	SAP, Risk/Threat assessment, group counseling, transition meetings	Individual counseling	504 case management	
JANUARY					
Academic					
K-6	Kindergarten information night	MTSS team meetings	Consultation with teachers, psychologists, and specialists	504 case management	
7-8	Review of 1 st semester grades, 8 th transition meetings and course selection	MTSS team meetings, failure letters sent to parents	Meetings regarding semester performance	504 case management, Grade level team meetings	
9-12	Review of 1 st sem. Grades, Course changes,	MTSS team meetings, Failure notification letters	Parent and student orientation for incoming Freshman class	504 case management	

	9-11 course selection, 8 th transition/course selection				
Career					
K-6	TCHS 5 th tour, 3 rd -6 th start Naviance Career Lessons	Small group modified career readiness make up lessons	Career Readiness Lessons	Counselor Meeting to Lesson Prep and Track Lessons	
7-8	8 th transition meetings, continuation of Naviance lessons, Career Seminar	Makeup lessons	Data review and meetings regarding semester performance	Support to teachers with classroom lessons regarding executive functioning	
9-12	Review submission of Career Readiness indicators 9-12. Review Career Project expectations for current 11 th .	Individual support provided for Career Readiness completion	11 th grade college night and class sessions for post-secondary planning, scholarship assistance	Grade-level failure meetings	
Social / Emotional					
K-6	3 rd -6 th Panorama SEL Survey, PBIS Refresher week lessons and school-wide initiatives	SAP, Risk/Threat assessment, transition meetings, group counseling	Individual counseling	504 case management, Great Kindness Challenge	
7-8	SEL survey, PBIS lessons	SAP, Risk/Threat assessment, transition meetings, group counseling	Individual counseling	504 case management	
9-12	Ongoing MTSS meetings to align students with needed academic support	SAP, Risk/Threat assessment, group counseling, transition meetings	Individual counseling	504 case management	
FEBRUARY					
Academic					
K-6	Parent/teacher conferences	MTSS team meetings	Consultation with psychologists, specialists, and counselors	504 case management	

7-8	Parent/teacher conferences, 8 th transition	MTSS and Tier II meetings, individual and group counseling	Course selection, academic progress meetings	504 case management, Grade level team meetings	
9-12	Parent/teacher conf., Electives scheduling, 1:1 student mtg. for course selection	MTSS team meetings	Schedule change meetings	504 case management	
Career					
K-6	Continued 3 rd -6 th Career Lessons, Community Exploration, Career Day preparation	Continued small group make up lessons	Career Readiness Lessons	Grade Level teams meetings	
7-8	Continuation of Naviance lessons, course requests for high school, Career Seminar	Career readiness makeup lessons	Course selection based on career goals	Coordination of course selection with PAHS	
9-12	Career Week, Electives scheduling, 1:1 student mtg. for course selection, 1:1 junior post sec. plan mtg., Armed forces information meetings	Second semester schedule changes based on altered career plan	Individual meetings for course selection based on career goals	Coordination of course selection with 8th	
Social / Emotional					
K-6	Parent MH forum, Character trait lessons and assemblies	SAP, Risk/Threat assessment, transition meetings, group counseling	Individual counseling	504 case management, SRSS review, Panorama Review, SEL small group planning	
7-8	Parent MH forum, PBIS lesson, review of SEL survey to identify Tier one supports	SAP, Risk/Threat assessment, transition meetings, group counseling, review of SEL survey to identify a necessary Tier II supports	Individual counseling	504 case management	
9-12	Parent MH forum, Black History Celebration	SAP, Risk/Threat assessment, transition	Individual counseling	504 case management	

		meetings, group counseling			
MARCH					
Academic					
K-6	Transition planning	MTSS team meetings	Consultation with MTSS team members and teachers	504 case management	
7-8	Team meetings, review of student data	MTSS team meetings, individual and group counseling	Individual student meetings to review academic progress.	504 case management, Grade level team meetings	PSSA test administration
9-12	1:1 student mtg. for course selection	MTSS team meetings	Individual student meetings regarding course selection decisions	504 case management	
Career					
K-6	Career Day K-6th	Adapted Career Day Reflections	Individual Career make-up lessons	Counselor consultation: Naviance use and lessons	
7-8	Continuation of lessons and Naviance career artifacts, Career Seminar	Make-up lessons	Meeting with students regarding course placement	Consultation and planning for Naviance	
9-12	Individual course selection meetings, Junior student post-secondary meetings, 8 th course selection, Senior career study meetings, Parent post-secondary planning presentation	Recommendation letters, Allied Health apps., AP registration, 9 th and 10 th College sessions, Financial Aid session, NCAA eligibility review	Scholarship assistance	Orientation for incoming 8th	
Social / Emotional					
K-6	PBIS Tier meetings, lessons, and award	SAP, Risk/Threat assessment, transition meetings, group counseling	Individual counseling	504 case management	
7-8	PBIS lesson	SAP, Risk/Threat assessment, transition	Individual counseling	504 case management	

		meetings, group counseling			
9-12	QPR training	SAP, Risk/Threat assessment, transition meetings, group counseling	Individual counseling	504 case management	
APRIL					
Academic					
K-6	PSSA testing	MTSS team meetings PSSA with small groups	Individual PSSA accommodation prep	504 case management	PSSA
7-8	PSSA testing	MTSS team meetings, meet with students in danger of failing for the year, PSSA make-up testing	PSSA make-up testing with students	504 case management, Grade level team meetings	8 th promotion planning, PSSA test coordination and administration
9-12	Ongoing review of at-risk students to provide/align students with available support	AP pre-administration session, MTSS team meetings, At-risk senior graduation review, Failure notification Letters	Summer school needs meetings	504 case management Honor roll breakfast	Graduation planning
Career					
K-6	Character Trait: Problem-Solving Lessons	Adapted Career Day Reflections	Individual Career make-up lessons	Counselor consultation: Naviance use and lessons	
7-8	Continuation of Naviance lessons and collection of artifacts, Career Seminar	Make up lessons	Data review and meet with students to review academic progress	Coordination and planning for college and career readiness	
9-12	Career Study application review, 12 th grade financial reality fair	Junior Individual postsecondary plan meetings, Tech school acceptances, Scholarship committee meetings	Individual meetings regarding Tech school decisions	Student graduation preparation	
Social / Emotional					
K-6	Character Trait lessons and assemblies	SAP, Risk/Threat assessment, transition	Individual counseling	504 case management	

		meetings, group counseling			
7-8	PBIS lesson	SAP, Risk/Threat assessment, transition meetings, group counseling	Individual counseling	504 case management	
9-12	Preparation for Cultural Fair	SAP, Risk/Threat assessment, transition meetings, group counseling	Individual counseling	504 case management	
MAY					
Academic					
K-6	Transition to middle school visit for 7th	MTSS team meetings	Individual transition meetings to 7th	504 case management	
7-8	Benchmark testing	MTSS team meetings, individual and group counseling	In danger of failing meetings, summer school meetings	504 case management, Grade level team meetings	8 th promotion coordination, PSSA coordination and testing, make-up testing, Keystone coordination and testing
9-12	Final academic grade review to align with future courses	MTSS team meetings	Summer school needs meetings	504 case management, student graduation preparation	Graduation coordination
Career					
K-6	Final Career Artifacts collected	MTSS team meetings	Individual transition meetings to 7th	Review of career portfolio for MS	
7-8	6 th and 8 th transition activities, 7th parent orientation night for future 7 th grade students	Make up lessons, failure notices sent to parents	Summer school meetings	Review career standards and programming	
9-12	12 th graduation Career artifacts completed for 11 th grade	Failure notices sent to parents	Summer school enrichment programming meetings	Graduation preparation	
Social / Emotional					
K-6	Character trait lessons and assemblies	SAP, Risk/Threat assessment, transition meetings, group	Individual counseling, summer support planning	504 case management, transition meetings with	

		counseling, transition grade level		counselors, placement team discussions	
7-8	Transition activities for incoming 7 th graders and outgoing 8 th graders	SAP, Risk/Threat assessment, transition meetings, group counseling	Individual counseling, summer support planning	504 case management, transition meetings with counselors	
9-12	Cultural Fair	SAP, Risk/Threat assessment, transition meetings, group counseling, transition grade level	Individual counseling, summer support planning	504 case management	

EDUCATIONAL CAREER PLAN

6. Does the school counseling department have written strategies for developing and maintaining individual student career plans that address academic and technical preparation, postsecondary education, and training along with individual and group counseling and assessment? Yes.

The following is to be available during Perkins and APT/339 compliance review.

School counselors meet students individually, in small groups, and through classroom lessons every year to complete career artifacts that result in an individual career plan. The following lessons generate artifacts at each grade level and are tailored to meet the individual needs of all students.

Grade K-1

Career Standard: 13.1 **Career Awareness and Exploration**

Lesson: Veteran's Day

Lesson: Career Day

Lesson: Fire Fighters and Fire Safety

Grade 2

Career Standard: 13.2 **Employability Skills**

Lesson: Second Step- Problem Solving and Working Together

Lesson: Second Step- Growth Mindset

Grade 3

Career Standard: 13.1 **Career Awareness and Exploration**

Lesson: Up the Ladder 1 Intern to Associate

Artifact: Written reflection on a career pathway

Career Standard: 13.4 **Personal Interests and Career Planning**

Lesson: Up Ladder 2 Associate to Manager

Artifact: Written reflection on likes and dislikes of occupations

Grade 4

Career Standard: 13.1 **Career Awareness and Exploration**

Lesson: Up the Ladder 3 Manager to Boss

Artifact: Composition of a list of ways to learn about preferred occupations

Career Standard: 13.3 **Growth and Advancement**

Lesson: Skilling Up

Artifact: Creation of a chatterbox to predict skills necessary for the future

Grade 5

Career Standard: 13.2 **Employability Skills**

Lesson: It's About Time

Artifact: Written reflection of time management

Career Standard: 13.2 **Employability Skills**

Lesson: Problem: Solution

Artifact: Written reflection of problem-solving goal

Grade 6

Career Standard: 13.4 **Personal Interests and Career Planning**

Lesson: Introduction to Naviance and Career Clusters Finder

Artifact: Career Cluster Finder completion in Naviance

Career Standard: 13.3 **Career Growth and Advancement**

Lesson: How to Search for a Job

Artifact: Written reflection about how to find and apply for a job

***Additional elementary level artifacts for students**

Career Standard: 13.1 **Career Awareness and Exploration**

Lesson: Participation in Veterans Day Celebration

Artifact: Completed written reflection, interview questions, posters/signs, and letters to veterans

Career Standard: 13.1 **Career Awareness and Exploration**

Lesson: Elementary Career Day with various community presenters

Artifact: Career Day reflection

Career Standard: 13.1 **Career Awareness and Exploration**

Lesson: 5th Grade visit to Technical College High School, Pickering Campus

Artifact: TCHS Reflection

Grade 7

Career Standard: 13.2 **Employability Skills**

Lesson: How to identify to develop self-awareness of our strengths and areas that we could improve upon.

Artifact: Strengths Explorer completion and results in Naviance

Career Standard: 13.2 **Employability Skills**

Lesson: How to save money and create a budget, video on budgeting.

Artifact: Budgeting questionnaire in Naviance

Grade 8

Career Standard: 13.1 **Career Awareness and Exploration**

Lesson: Career plan – Where do you want to be in five years?

Artifact: Career plan in Naviance

Career Standard: 13.4 **Personal Interests and Career Planning**

Lesson: Developing a business plan and video on young entrepreneurship

Artifact: Entrepreneurship questionnaire in Naviance

Grades 9-12

<u>13.1 Career Awareness and Exploration</u>	<u>Career Ready Activity</u>
	AchieveWorks Learning & Productivity Assessment
	AchieveWorks Personality
	Career Interest Profiler
	Take PSAT/SAT/ACT
	Take ASVAB
	*Career Exploration Project (11 th grade)
<u>13.4 Personal Interests and Career Planning</u>	
	*Create Resume
	Career Comparisons Survey

<u>13.2 Employability Skills</u>	
	*Workplace Attitudes/Habits
<u>13.3 Growth and Advancement</u>	
	*Business Plan

By the end of junior year, students will complete a total of 8 career ready activities. Four of the required activities are indicated with an asterisk in the chart above.

OCCUPATIONAL INFORMATION

7. Does your school maintain a listing of diverse and inclusive external resources, organized by the Career Clusters, that includes links to businesses, organizations, post-secondary education, service learning, training, and work-based learning?

Career Cluster	External Career Resources
Advanced Manufacturing	Johnson & Johnson https://www.jnj.com/ Pfizer https://pfizercafe.pfizer.com/1475 Jefferson University https://www.jefferson.edu/index.html Electronics Technicians Association, International https://www.etai.org/ Smart Automation Certification Alliance https://www.saca.org/ Universal Training Institute https://universaluti.com/ Automotive Training Center https://autotraining.edu/ PMMI https://www.pmmi.org/ National Institute for Metalworking Skills, Inc https://www.nims-skills.org/

	American Welding Society https://www.aws.org/ American Society of Mechanical Engineers https://www.asme.org/ Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/
Agriculture	Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/

	College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/ American Ladder Institute https://www.americanladderinstitute.org
Arts, Entertainment & Design	Barnstone Art https://www.barnstoneartforkids.org/ Crescendo Strings through Ann's Heart https://www.crescendophoenixville.org/about-crescendo-phoenixville Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/

	PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/
Construction	Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/ American Ladder Institute https://www.americanladderinstitute.org Pennsylvania Department of Transportation https://www.pa.gov/agencies/penndot
Digital Technology	Cisco https://www.cisco.com/ Certiport https://certiport.pearsonvue.com/ Novell

	Oracle https://www.oracle.com/ CompTIA https://www.comptia.org/en-us/ Test Out https://labsimapp.testout.com/v6_0_700/simwindow.html Microsoft https://www.microsoft.com/ Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/
Education	What's So Cool About Manufacturing https://www.whatssocool.org/ Young Men and Women in Charge https://ymwicfoundation.org/ Electronics Technicians Association, International https://www.etai.org/ Cisco https://www.cisco.com/ CompTIA https://www.comptia.org/en-us/ Microsoft https://www.microsoft.com/en-us/

	Certiport https://certiport.pearsonvue.com/ American Heart Association https://www.heart.org/ Novell Oracle https://www.oracle.com/ Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/
Energy & Natural Resources	Sierra Club https://www.sierraclub.org/ Phoenixville Area Training https://www.pat.community/ Phoenixville Green Team https://phoenixvillegreenteam.org/ Just Energy https://justenergy.com/ Mindat https://www.mindat.org/ Black Rock Sanctuary https://www.chesco.org/4624/Black-Rock-Sanctuary

	Fine Minerals http://www.johnbetts-fineminerals.com/jhbnyc/trips/penns.htm Penn Minerals https://pennminerals.com/ Great Valley Nature Center https://schuylkillriver.org/map/places-to-visit/great-valley-nature-center/
Financial Services	Savant Wealth Management https://savantwealth.com/investment-management Edward Jones Financial Advisor https://www.edwardjones.com/us Vanguard https://investor.vanguard.com/wealth-management/personal-advisor-wealth-management Phoenixville Chamber of Commerce https://phoenixvillechamber.org/business-category/financial-services/ Phoenixville Federal Bank https://www.phoenixfed.com/ Phoenix Tax Consultants https://taxtacklers.com/ TruMark Financial Credit Union https://www.trumarkonline.org/locations/phoenixville/ Citizens Bank https://www.citizensbank.com/promo/investing-and-wealth-management Hilltop Securities https://www.hilltopsecurities.com/wealth-management Phoenixville Borough https://www.phoenixville.org/191/Finance
Health & Hunam Services	Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/

	PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/ Phoenixville Hospital https://towerhealth.org/locations/phoenixville-hospital Phoenixville Community Health Foundation https://pchf.net/ American Red Cross https://www.redcross.org/ American Association of Family and Consumer Sciences https://www.aafcs.org/home Empire Beauty School https://www.empire.edu/ PAPA-Phoenixville Area Positive Alternatives https://www.papa1995.org/ Youth and Philanthropy – Phoenixville Area Education Foundation https://www.pcefonline.com/ Kiwanis https://phoenixvillekiwanis.org/
Hospitality, Events, & Tourism	American Association of Family and Consumer Sciences https://www.aafcs.org/home Colonial Theater https://thecolonialtheatre.com/ ServSafe https://www.servsafe.com/ The Restaurant School https://walnuthillcollege.edu/ Kimberton Inn https://www.kimbertoninn.com/ Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/

	Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/
Management & Entrepreneurship	Rotary https://www.phoenixvillerotary.org/ Kiwanis https://phoenixvillekiwanis.org/ Chamber of Commerce https://phoenixvillechamber.org/ Lions Club https://e-clubhouse.org/sites/kimberton_area/page-9.php Phoenixville Federal Bank https://www.phoenixfed.com/ Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program

	Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/
Marketing, Sales & Service	American Association of Family and Consumer Services https://www.aafcs.org/home American Hotel and Lodging Association https://www.ahla.com/ Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/
Public Services & Safety	Phoenixville Bureau Police Department https://www.phoenixville.org/204/Police Titanium security https://titaniumss.com/ Police Athletic League (PAL) https://www.phoenixvillepal.org/ Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/

	Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/ College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/ Mayor's Office https://www.phoenixville.org/272/Office-of-the-Mayor
Supply Chain & Transportation	Automotive Training Center https://autotraining.edu/ Universal Technical Institute https://www.uti.edu/ PA Department of Transportation https://www.pa.gov/agencies/penndot I-CAR https://www.i-car.com/ S/P2 https://www.sp2.org/ AC Delco https://www.acdelcotds.com/ Montgomery County Community College - https://www.mc3.edu/ Delaware County Community College https://www.dccc.edu/ Technical College High School https://www.tchspickering.org/ https://www.tchsbrandywine.org/ Pennsylvania Association for College Admission Counseling - https://www.pacac.org/ National Association for College Admission Counseling https://www.nacacnet.org/ American School Counseling Association https://www.schoolcounselor.org/

	College Board https://www.collegeboard.org/ Pennsylvania Higher Education Assistance Agency https://www.pheaa.org/ College Fairs https://www.nacacnet.org/nacac-college-fairs/ Chester County Intermediate Unit https://www.cciu.org/ College Representative Visits College Campus Visits Colonial Gardens https://colonialgardenspa.com/ Trellis through Ann's Heart https://trellis4tomorrow.org/food-for-all/sites/anns-heart/ Jaycees https://www.phoenixvillejaycees.org/ PathStone Corporation https://pathstone.org/ PACS https://www.pacsphx.org/ Work Study/Job Shadow Program Alianzas https://www.alanzasdephoenixville.org/ Project Libertad https://www.projectlibertad.org/
--	---

CUMULATIVE RECORDS

8. Does your school maintain cumulative records and the release of student records in accordance with 339.32(4)? Yes.

ORIENTATION TO CAREER AND TECHNICAL OPTIONS

9. Do the school and the CTC work together to apply engagement promote career and technical education opportunities among all K-12 students, parents/guardians, educators, postsecondary institutions, businesses, and community agencies? Yes.

CAREER PLACEMENT SERVICES

10. Does the school counsel all students regarding their transition from school to life after graduation (work, post-secondary education, military, other)? Yes.

Career Placement and Transition Services for all students from school to work, postsecondary or military

Phoenixville Area Early Learning Center					
Grade	# of Students	Guidance Activity that leads to . . .	Employment	Postsecondary Education	Military
K-1	600	Veteran's Day	X	X	X
K-1	600	Firefighters/Fire Safety	X		
K-1	600	Second Step-Problem Solving	X	X	X
K-1	600	Second Step-Working Together	X	X	X
K-1	600	Career Day	X	X	X

Manavon Elementary School					
Grade	# of Students	Guidance Activity that leads to . . .	Employment	Postsecondary Education	Military
2-6	300	Career Day Reflection	X	X	X
5	68	TCHS Tour Reflection	X	X	
3	65	Managing completion of Naviance- Up the Ladder Parts 1 & 2	X	X	
4	56	Managing completion of Naviance-Up the Ladder Part 3 and Skilling Up	X	X	
5	68	Managing Completion of Naviance- Is About Time and Problem: Solution	X	X	
6	62	Managing Completion of Career Cluster Finder and How to Search for a Job	X	X	X

Schuylkill Elementary School

Grade	# of Students	Guidance Activity that leads to . . .	Employment	Postsecondary Education	Military
3	70	Managing completion of Naviance- Up the Ladder Parts 1 & 2	X	X	
4	80	Managing completion of Naviance-Up the Ladder Part 3 and Skilling Up	X	X	
5	85	Managing Completion of Naviance- Is About Time and	X	X	
6	82	Managing Completion of Career Cluster Finder and How to Search for a Job	X	X	X
5	85	TCHS Tour and reflection	X	X	

Hares Hill Elementary School

Grade	# of Students	Guidance Activity that leads to . . .	Employment	Postsecondary Education	Military
3	103	Managing completion of Naviance- Up the Ladder Parts 1 & 2	X	X	
4	101	Managing completion of Naviance-Up the Ladder Part 3 and Skilling Up	X	X	
5	88	Managing Completion of Naviance- Is About Time and Problem: Solution	X	X	
6	121	Managing Completion of Career Cluster Finder and How to Search for a Job	X	X	X
5	88	TCHS Tour and reflection	X	X	
2-6	529	Veterans Day Activities	X	X	X
2-6	529	Career Day	X	X	X

Barkley Elementary School

Grade	# of Students	Guidance Activity that leads to . . .	Employment	Postsecondary Education	Military
-------	---------------	---------------------------------------	------------	-------------------------	----------

3	50	Managing completion of Naviance- Up the Ladder Parts 1 & 2	X	X	
4	66	Managing completion of Naviance-Up the Ladder Part 3 and Skilling Up	X	X	
5	64	Managing Completion of Naviance- Is About Time and Problem: Solution	X	X	
6	47	Managing Completion of Career Cluster Finder and How to Search for a Job	X	X	X
2-6	292	Career Day	X	X	
5	64	TCHS Tour and reflection	X	X	
2-6	292	Veterans Day Activities	X	X	X
2-6	292	Career Day	X	X	X

Phoenixville Area Middle School					
Grade	# of Students	Guidance Activity that leads to . . .	Employment	Postsecondary Education	Military
7	305	Naviance Strengths Explorer	X	X	X
7	305	Budgeting lessons/video/survey	X	X	X
8	348	Career Plan – required for all 8 th grade	X	X	X
8	348	Entrepreneurship lessons/questionnaire	X	X	X
7 and 8	600	Career Seminar X 6 per year	X	X	X

Phoenixville Area High School					
Grade	# of Students	Guidance Activity that leads to . . .	Employment	Postsecondary Education	Military

9	290	Introduction to Naviance, Understanding GPA, completion of 4 Career Readiness Activities that will allow students to see what fields/professions match or closely align with their strengths and interests. Completion of the Student Insight survey to help guide efforts to support students (counseling interest/needs)	X	X	X
10	278	Resume Building, Business Plan Summary and Completion of the Student Insight survey to help guide efforts to support students (counseling interest/needs)	X	X	
11	292	All Juniors will complete Career exploration project as part of their graduation requirements. This project entails shadowing a profession for 2-3 hours and preparing a short presentation to a faculty member regarding their career exploration experience. Students will also be expected to complete 8 Career Readiness activities by their junior year.	X	X	X
12	279	The College Application process is launched, and students have access to support for financial aid, letters of recommendation and additional placement testing if needed. Students interested in the military and advanced vocational schooling are also provided with support.	X	X	X

CONSULTATION WITH TEACHERS AND ADMINISTRATORS

11. Does your school provide formal and informal career consultation with school staff as well as access to school counseling services for all students by grade-level? Yes.

STAKEHOLDER INVOLVEMENT

12. Does your school maintain a school counseling document that shows how each partner group (students, parents, educators, post-secondary, businesses, community agencies) benefit from and/or assists with the delivery of guidance services? Yes.

Students

- Encouraged to actively participate in their own social-emotional, academic, and career development.
- Provide student perspective on curriculum and resources, and engagement in program delivery.
- Collaborate on ways to improve services to better meet the needs of all students.

Parents

- Develop and maintain partnerships with counselors to assist children to set meaningful goals, make good decisions, and manage appropriate relationships with others.
- Encourage their children to utilize the diverse services of the counseling program.
- Benefit from consultative services from counselors to enhance students' academic progress and disseminate information to assist in coping with social and emotional concerns.
- Provide input on the current program and its effectiveness and feedback on how to improve the program.
- Utilize parents as resources to provide career information and exploration experiences.

Educators

- Acquire knowledge of the school counseling programs and services, communicate effectively and work cooperatively with all stakeholders to provide a positive learning environment that is equitable and accessible to all students.

- Enable students to achieve their personal best by assisting with the provision of academic, social/emotional support and guidance to students K-12.
- Facilitate home/school communication to promote student success.
- Collaborate with stakeholders to develop and implement student interventions with fidelity.

Business/Community Agencies

- Business and community will connect students with access to career studies, community involvement, and employment.
- Community members and businesses help the district support the needs of students by linking students and families to community resources.
- Collaborate and actively participate in the counseling program for delivery.

Post-Secondary

- Representatives from universities, technical schools, military branches, and local businesses will offer feedback about the district's comprehensive counseling plan and offer opportunities for post-secondary employment, education and training.
- Building partnerships with post-secondary institutions.
- Offering dual enrollment, college-level courses that increase academic rigor and provide opportunities to earn college credits.

13. Does your school conduct at least one school counseling advisory council meeting per year and maintain minutes that show discussion of career and postsecondary planning, career curriculum and assessment, as well as initiatives and supports related to academic development and social/emotional development, along with details on how the discussion leads to action steps and solutions that enhance student outcomes? Yes.

FOLLOW UP STUDIES

14. Does your school conduct follow-up studies to determine the effectiveness of your career guidance services curriculum that includes study results and how the information collected is utilized to improve career guidance services? Yes.

Each year during the stakeholder meetings, data is collected to analyze the counseling program. During the first year of this plan participants particularly focused on topics pertaining to student mental health. This discussion resulted in a yearlong analysis of the services through participation in a countywide consortium to magnify resources and make programmatic changes. The results included the hiring of two mental health specialists. The addition of these roles has proven to be successful with supporting students and allowing the focus of school counselors to be more inclusive of educational and college and career initiatives. Follow-up studies are also conducted through student surveys. The surveys yield information that drives programmatic decision-making surrounding individual and group counseling needs such as executive functioning and study skills groups. Further surveys at the secondary level convey information regarding future planning of students regarding employment, military involvement, and college plans which are shared with community stakeholders via the school profile.