

Knox County R-I School District
Programs and Services Evaluation Form

Program: School Counseling Program

Person(s) responsible: Kelley Carlson, Amy Miller, Taylor Parrish

Number of Employees: Certified 3 Non-Certified _____

Number of students enrolled/participating in the program: 493

Program: Local **X** State _____ Federal _____

Goals and Objectives (Found in Strategic Plan):

- **Support**
 - Goal #4, Objective 4
- **Community Partnership**
 - Goal #5, Objective 1, 2
- **Learning and Innovation**
 - Goal #1, Objective 7, 8
- **Climate**
 - Goal #2, Objective 3

Evaluation Criteria (What gauges success?):

- Student Outcomes (Grades, attendance, office referrals, etc.)
- Teacher, Parent, and Community Stakeholder Satisfaction
- Student Participation
- Data showing improvement from previous program evaluations

Types of data collected: (Check all areas that apply)

- X Surveys of staff, community, students, business
- _____ Standardized assessments, assessment statistics
- _____ Longitudinal performance data
- X Participation or placement rates
- _____ Financial revenues/expenditures
- _____ Internal evaluations by staff
- _____ External evaluations by others
- _____ Attendance rates
- _____ Dropout rates

- _____ Suspension/expulsion/discipline rates
- X Participation rates
- _____ Special program participation rates
- _____ College/vocational attrition rates
- _____ College/vocational completion rates
- X Student Attitude and interest surveys
- X Other (1:1 Senior Meetings, Postsecondary Plans Created, FAFSA Completion, Scholarship Dollars, Parent Meetings)

Procedures used to evaluate the collected data:

- Tyler SIS Analytics
- Needs Assessments (Students, Staff, Community Stakeholders)
- “Cookies and Conversations with the Counselor” (Elementary, faculty-specific)
- Appointment requests via technology (Google Forms, Calendly, E-HallPass)
- Salesforce Data (100% of Seniors meet with Advisor, complete a postsecondary plan, and complete the FAFSA, 100% of Parents meet with Advisor)
- Administrator-Counselor / Advisor Summative Evaluations
- Online Learning Platform, Edmentum
- Parent and Student Satisfaction

Who collects the data? **Counseling Department**

Who reports the data? **Counseling Department**

Who analyzes the data? **Admin and Counseling Department**

The success of the program based on the data (benefits):

Elementary Counseling

Please see attached addendum

College & Career Advisor

- 100% of Seniors met with the advisor
- 100% of Seniors created Postsecondary Plans
- 68.8% of Seniors completed the FAFSA
- Almost \$345,000 in Scholarship Dollars Awarded
- 90.6% of Parents met with the advisor

High School Counseling

- Expanding Dual Credit Course offerings to Missouri Southern State University
- Expanding the “Grow Your Own” initiative with Culver Stockton College, with the addition of dual credit courses for prospective education majors
- Providing alternative learning methods to meet student’s needs, which includes expanding the school day schedule to include Enrichment periods
- 253 of 7-12 students met with the MS/HS counselor on an individual basis (lasting more than 15 minutes), totaling 189.5 hours of individual, face-to-face contact with the student population
- Implantation of scheduling technology (Calendly)
- Hosting a Career Day event for community stakeholders to showcase their careers to 4-12 grade students.

Recommended changes needed to achieve the goals and objectives of the program:

College & Career Advisor

- Increase FAFSA completion
- Increase Scholarship Dollars Awarded
- Increase Parent Meetings

Elementary Counseling

Please see attached addendum

High School Counseling

- Student Growth and Achievement
- Professional Relationships
- Advocacy

Action to be taken:

College & Career Advisor

- Increase FAFSA Completion by scheduling 2 FAFSA Frenzy events each semester
- Increase FAFSA Completion by contacting parents whose child hasn’t completed a FAFSA
- Increase Scholarship Dollars awarded by offering scholarship completion workshops during school hours.
- Increase Parent Meetings by scheduling meetings during parent-teacher conferences.
- Increase student access to Missouri Connections

Elementary Counseling

Please see attached addendum

High School Counseling

- Increasing group counseling services
- Expanding mental health services district-wide
- Improving guidelines for students' access to counseling services
- Growth in APR Data pertaining to ACT, WorkKeys, and ASVAB assessments
- Increase communication with parents and stakeholders via newsletters, social media, and individual face-to-face meetings
- Expand Career Day events district-wide
- Implement Counseling Program

Changes made in the last two years:

- Added the RootEd Advisor - Mrs. Kelley Carlson
- New Elementary School Counselor - Mrs. Amy Miller
- Increased Career / College Readiness
- Increased Stakeholder Relationships
- Addition of Enrichment / 8 Hour School Days
- Providing evidence-based services to Pre-K - 12 students

Date presented to the Board of Education: _____

**Missouri Comprehensive School Counseling Program
Implementation at Knox County School District
2022-2023**

Content Areas Addressed

Social/Emotional Development Academic Development Career Development

Mrs. Miller's Implementation System

Program Components:

- **School Counseling Curriculum (Tier 1)**
(Classroom Lessons/Units & Educational Activities)
 - Mrs. Miller taught 359 social-emotional based classroom lessons throughout the year.
 - Mrs. Miller worked with Mrs. Wolf at Preferred Family Healthcare to continue to provide S.P.I.R.I.T. services at Knox County Schools.
 - Mrs. Miller collaborated with the American Red Cross to provide the Pillow Case Project to our 4th and 5th grade students.
 - Mrs. Miller collaborated with Mrs. Parrish and the NextGen Organization to provide a school-wide assembly on positive self-image for the students in the Elementary.

- **Individual Student Planning (Tier 1)**
(Educational Career Planning, Transition Activities)
 - Mrs. Miller served as a Mentor in the High School Mentoring Program. She met with her Freshman mentee on a weekly basis all throughout the school year.
 - All students in grades Kindergarten – 6th grade were taught career focused lessons by Mrs. Miller.
 - Mrs. Miller collaborated with Mrs. Parrish, Mrs. Carlson, Mr. Van Delft and Mrs. Vannoy to plan and host a Career Day for all students in 4th – 12th grade.
 - Mrs. Miller worked with the 5th grade teachers, Mrs. Vannoy and Mr. Van Delft to provide transition information for the 5th grade students.
 - Mrs. Miller assisted Mrs. Parrish with chaperoning the 8th grade Career Exploration Day at Truman State.
 - Mrs. Miller assisted Mrs. Carlson with hosting the FAFSA Frenzy Night for Senior students and their parents.

- **Responsive Services (Tier 2 & 3)**
(Individual Counseling Sessions, Small Group Counseling, Crisis Intervention, Consultation, Referral)
 - Mrs. Miller conducted 308 individual counseling sessions throughout the year.
 - Mrs. Miller conducted small group counseling with Kindergarten girls, 1st grade girls, 3rd grade boys, 4th grade girls, 5th grade girls, 5th grade boys & 6th grade girls. Some of these groups met as many as 6 times and some met as little as 1 time.

- **Responsive Services continued:**

- Mrs. Miller made several referrals to Mark Twain Behavioral Health for students and their families.
- Mrs. Miller responded to 71 student requests throughout the year.
- Mrs. Miller responded to 29 parent/caregiver requests throughout the year.
- Mrs. Miller responded to 72 teacher/administrator requests throughout the year.
- Mrs. Miller served as the PBIS Check In-Check Out Intervention Coordinator for the Elementary. She assisted with providing this intervention to 8 different students throughout the year.
- Mrs. Miller assisted Mr. Ackman and Mrs. Vannoy with providing scheduled breaks for 10 different students throughout the year.
- Mrs. Miller helped out with a couple of different crisis situations throughout the year.

- **System Support**

(Professional Development, Staff & Community Relations, Consultation & Collaboration, Committee Participation, Community Outreach, Program Advocacy, School Support)

- Mrs. Miller worked with Mrs. Vannoy to plan and host a quarterly Honor Roll Assembly for our 3rd, 4th and 5th grade students. Families were invited to attend these assemblies.
- Mrs. Miller was an active member of the Interagency Council.
- Mrs. Miller was an active member of the Middle School Collaboration Team.
- Mrs. Miller was an active member of the Elementary PBIS Leadership Team and assisted with planning and hosting our PBIS Boot Camps and our PBIS monthly assemblies.
- Mrs. Miller created and hosted Cookies and Conversation with the Counselor for the Elementary Teachers.
- Mrs. Miller hosted a booth representing the School District at the Knox County Chamber of Commerce Safe Stop Trick or Treat Event.
- Mrs. Miller assisted Mrs. Van Delft with both of the Book Fairs in the Elementary.
- Mrs. Miller assisted Mrs. Van Delft with the Who Was Bee in the Elementary.
- Mrs. Miller partnered with several of our local businesses/agencies to assist with the Pillowcase Project.
- Mrs. Miller was an active member of the Knox County Parent-Teacher Organization (PTO) and helped with their big events throughout the year.
- Mrs. Miller was an active member of the Knox County Bright Futures Coalition and helped with some of their big events throughout the year.
- Mrs. Miller served as an after-school tutoring sub in the Elementary.
- Mrs. Miller participated in all of the in-house professional development days.
- Mrs. Miller completed Year 1 of the DESE School Counseling Mentoring Program.
- Mrs. Miller completed Year 1 of the in-house Mentoring Program.
- Mrs. Miller completed CPI Nonviolent Crisis Intervention Training.

- **System Support continued:**

- Mrs. Miller completed Year 1 of the in-house Technology Training.
- Mrs. Miller completed the Apple Teacher Learning Program.
- Mrs. Miller was an active member of the NEMO School Counselor Association, Missouri School Counselor Association and the American School Counselor Association.
- Mrs. Miller attended the Missouri School Counselor Association Fall Training Conference in the Lake of the Ozarks.
- Mrs. Miller attended the NEMO Counselor Symposium at Truman State.
- Mrs. Miller attended the Regional CareerTrek Training Workshop at Truman State.
- Mrs. Miller completed a Suicide Prevention training webinar.
- Mrs. Miller served as the Coordinator for the Eagle Tree School Spirit Contest/Reward System in the Elementary.