Academic Counseling: So... What About This?
Petra Woodard, Executive Director of Academic Counseling

For Counselors Only Conference – March 10, 2020
Overview: Academic Counseling

Let’s do this PLC Style…
What do we already know?

What should we already know?

What do we still need to know?

What do we do once we know it?
What You Already Know…

Why did you become a counselor?

What are you ACTUALLY doing??

1. Grab your phone
2. Go to www.menti.com
3. Enter code 24 58 48 and vote!
Sample Activity Results:

Why did you become a counselor?

- Help students graduate
- A counselor saved me
- To help students reach their future goals
- To help students navigate ALL aspects of highschool and adulthood
- I felt I could relate to many of the troubled students
- To help students form a plan beyond high school
- To help my students and my school
- To help students
- To help students
Sample Activity Results:

Why did you become a counselor?

- Passion for student success
  - Superintendent made me...it has been a great blessing.
  - I become a Counselor to help students become successful in life.
- To help students by being a safe place
  - Someone in college said they might do it and I thought it sounded like fun.
  - To make a difference in my student’s lives.
- Help students
  - To be a safe place for kids
  - To help students and try to make a difference in someone’s life.
Activity Results:

What word best describes what you ACTUALLY do?
### Executive Director of Academic Counseling

<table>
<thead>
<tr>
<th>Purpose</th>
<th>Serve as liaison between the State Department of Education and school districts in collaboration with other state educational agencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Process</td>
<td>Receive questions from schools/parents, review current legislation, consult with other departments, collaborate with other state agencies, consensus on response</td>
</tr>
</tbody>
</table>
| Professional Experience | 26 years in high school setting  
3 years alternative education - suburban  
9 years foreign language/computers – rural  
9 years foreign language/counseling – urban  
5 years counseling/administration – urban |
What You Should Know…

• Legislative Requirements
• Expectations—*Standards Under Revision*
• Documentation Requirements
• Graduation Requirements
All students will receive counseling and guidance services from certified school counselors. The guidance program shall provide one counselor for a maximum of 450 students, with no school district having less than one half-time counselor with one exception: districts with fewer than 225 students may prorate the number of hours per week a certified school counselor is required by dividing the number of students enrolled by 450 and multiplying the quotient by 30.
What you should know - 2

Purpose: OKEdge - Strategic Plan

- Oklahoma’s Every Student Succeeds Act (ESSA) plan outlines the 8-year strategic goal of 100% of grade 6-12 students developing a meaningful Individual Career Academic Plan (ICAP).

- ICAP (HB 2155) equips students with the awareness, preparation, and action to create individualized, meaningful exploration of college- and career-readiness opportunities.
What you should know - 3

Enrollment data

Request a copy from the school and always keep the following records in an accessible place to facilitate new enrollments:

- Grades: Transcripts / Report Cards
- Current Coursework: Class Schedule
- Attendance Records
- Birth Certificate
- Shot Records
- Testing
- Career Assessment Tools / Logins
In order to graduate from a public high school accredited by the State Board of Education with a standard diploma, students shall complete the following **College Preparatory/Work Ready Curriculum** units or sets of competencies at the secondary level:

- 4 English
- 3 Math
- 3 Science
- 3 History & Citizenship Skills
- 2 Same Foreign Language or Computer Technology
- 1 Additional Unit from the above approved for college admission
- 1 Fine Art or Speech
- 6 Electives to total 23
CORE Pathway Option

You must meet with a school official and complete the Curriculum Choice Opt Out Form to pursue the CORE graduation pathway prior to enrollment.

4 English
3 Math (May include Computer Science or 1 year of approved 3-hour Career Tech program)
3 Science (May include Agriculture, Technology or approved STEM courses)
3 History & Citizenship Skills
1 Technology or Foreign Language
1 Fine Art
8 Electives to total 23

Highly recommended that 2 of the Electives are 2 of same Foreign Language or 2 Physical Education units
# Other Requirements

<table>
<thead>
<tr>
<th>Personal Financial Literacy</th>
<th>Request Passport upon withdrawal from school • Provide copy of PFL Passport to new school • Completion is posted to transcript</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CPR / AED (HB1378)</strong></td>
<td>Requires <em>instruction in</em> Cardiopulmonary Resuscitation (CPR) and the <em>use of</em> an automated external defibrillator (AED) • <a href="#">Can opt out</a> • Completion is posted to transcript</td>
</tr>
<tr>
<td><strong>Individual Career Academic Plan</strong></td>
<td>Career &amp; college interest surveys • Written postsecondary &amp; workforce goals • Intentional sequence of courses • Academic progress • Scores on college &amp; career ready assessments • Experience in service learning and/or work environment activities • Completion is posted to transcript</td>
</tr>
</tbody>
</table>
23 units or sets of competencies are required to meet state graduation requirements.
70 O.S. § 11-103.6; OAC 210:35-25-2

Mark beside each course upon successful completion of required unit or set of competencies as each semester credit for course is earned. Refer to the most recent Subject Codes list for approved courses in each area, and the OSDE's Instruction page for more information regarding each subject area.

### Coursework Requirements

<table>
<thead>
<tr>
<th>Subject</th>
<th>Requirement</th>
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<tbody>
<tr>
<td><strong>English (4)</strong></td>
<td></td>
</tr>
<tr>
<td>English I</td>
<td></td>
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<tr>
<td>English II</td>
<td></td>
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<tr>
<td>English III</td>
<td></td>
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<tr>
<td>English IV</td>
<td></td>
</tr>
<tr>
<td>Other Approved Course</td>
<td></td>
</tr>
<tr>
<td><strong>Mathematics (3)</strong></td>
<td></td>
</tr>
<tr>
<td>3 are required in grades 9-12</td>
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<tr>
<td>Algebra I</td>
<td></td>
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<tr>
<td>Geometry</td>
<td></td>
</tr>
<tr>
<td>Algebra II</td>
<td></td>
</tr>
<tr>
<td>Algebra III</td>
<td></td>
</tr>
<tr>
<td>Pre-Calculus</td>
<td></td>
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<tr>
<td>Other Approved Course</td>
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<tr>
<td><strong>Laboratory Science (3)</strong></td>
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<tr>
<td>Biology I</td>
<td></td>
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<tr>
<td>Chemistry, Physics, or Physical Science AND Other Physical Science OR Other Life Science OR Earth/Space Science</td>
<td></td>
</tr>
<tr>
<td><strong>History &amp; Citizenship (3)</strong></td>
<td></td>
</tr>
<tr>
<td>1/2 Oklahoma History</td>
<td></td>
</tr>
<tr>
<td>1/2 Government</td>
<td></td>
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<tr>
<td>U.S. History</td>
<td></td>
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<tr>
<td>Other Approved Course</td>
<td></td>
</tr>
<tr>
<td><strong>World/Non-English Language OR Computer Technology (2)</strong></td>
<td></td>
</tr>
<tr>
<td>1st year of Language:</td>
<td></td>
</tr>
<tr>
<td>2nd year of same Language OR</td>
<td></td>
</tr>
<tr>
<td>1st year of Computer Technology</td>
<td></td>
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<tr>
<td>2nd year of Computer Technology</td>
<td></td>
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<tr>
<td>Excludes keyboarding or typing courses.</td>
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<tr>
<td><strong>Fine Arts or Speech (1)</strong></td>
<td></td>
</tr>
<tr>
<td>Music, Art, Dance, or Drama</td>
<td></td>
</tr>
<tr>
<td>Humanities</td>
<td></td>
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<tr>
<td>Speech or Communications</td>
<td></td>
</tr>
</tbody>
</table>

### Additional Unit (1)

Choose either one of the following subjects:
- English
- Math
- Science
- History
- World Languages
- Computer Technology

Or one of the following courses approved for college admission:
- Career Technology Education
- Concurrently Enrolled
- Advanced Placement
- International Baccalaureate

### Electives (6)

<table>
<thead>
<tr>
<th>Requirement</th>
</tr>
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<tbody>
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<td></td>
</tr>
</tbody>
</table>

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23 units or sets of competencies are required to meet state graduation requirements.

Total Units Upon Final Check must match Total Units Earned on Page 2.
Is This an Additional Unit?

High School Courses identified as Eligible for All Diploma Pathways in the most current Subject Codes list published by the State Department of Education may be used as an additional unit from the areas of English, Mathematics, Laboratory Science, History & Citizenship, World Languages, or Computer Technology. Always refer to the most recent publication of this list; the most current is dated August 2019 and can be found on the Accreditation and the High School Graduation Resources pages the SDE website.
Is This an Additional Unit 2?

Concurrent enrollment courses may be used to satisfy the high school curricular requirements for college admission, Oklahoma's Promise and the college preparatory/work ready curriculum if the courses fit within one of the CORE SUBJECT AREAS and are approved for that purpose by the student's school district.
Is This an Additional Unit 3?

Career Tech Courses approved for academic credit have been provided by the Oklahoma State Department of Career Tech. The OCAS code, course name, cluster area, and academic credit subject area is identified. The Oklahoma State Regents for Higher Education has list of approved courses on their website as an additional resource.
What To Do Now That You Know…

- Scheduling
- Monitor Progress
- Posting to Transcript

- Access Resources
- Keep FAQs Handy

- Processes & Procedures
- Updated District/Local Guidelines
Resources:

- College & Career Readiness Website: OKEdge.com
- Online Learning Community: OSDEconnect
- ICAP Toolkits
- Internships FAQs
- Graduation Legislation
- High School Graduation Resources
- **Hot!** Work-Based vs Service Learning FAQ

ICAP Online Tools:
OKCollegeStart Trainings & OKCareerGuide Trainings
Make a difference.

In order to be successful later in life, students need to make a plan for their future now – and you can help. Learn how you can encourage students to pursue college degrees and other career pathways beyond high school.

Prepare Your Workforce
- Business & Education
- Internships & Externships
- Build a Better Workforce
- Connect with Local Educators
- Oklahoma's High-Demand Industries
- How to Get Involved

Supporting Students
- Supporting Your Students
- Implementing the ICAP
- Financial Aid & Scholarships
- Career Literacy
- Oklahoma's Workforce
- How to Get Involved

Plan for the Future
- Elementary School
- Middle School
- High School

Oklahoma's State Department of Education
Champion Excellence
<table>
<thead>
<tr>
<th>Student Support Office</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Counseling</strong></td>
</tr>
<tr>
<td>Counseling: Project Aware, Trauma Informed Practices, Crisis Intervention</td>
</tr>
<tr>
<td>Academic Counseling: Alternative Education, Graduation, Curriculum, Career Tech, Regents</td>
</tr>
<tr>
<td><strong>Prevention</strong></td>
</tr>
<tr>
<td>Trauma Informed, Bullying Prevention, Suicide, Substance Abuse, Violence</td>
</tr>
<tr>
<td><strong>College &amp; Career Readiness</strong></td>
</tr>
<tr>
<td>ICAP: Implementation, Resources</td>
</tr>
<tr>
<td>Work-Based Learning, Business &amp; Industry Partnerships, Internships</td>
</tr>
<tr>
<td><strong>Family Engagement</strong></td>
</tr>
<tr>
<td>Guidance, resources and support for families and schools</td>
</tr>
</tbody>
</table>
What You Still Need To Know

1. Grab your phone
2. Go to www.menti.com
3. Enter code 76 15 25 and vote!
Sample Activity Results:

What do you still need to know?

- Foreign exchange students...can they graduate from our school?
- Can students who are 18 enroll themselves?
- What to prioritize when the academic and guidance counselor with SO many requirements but the students are “most important”?
- Can a student opt out of CPR and college prep if over age 18? Or do they still need parent signature?
- What type of “internship” do you recommend for students without transportation?
- How do we handle 8th grade classes that count as HS class...i.e. does it count for GPA? It does count for HS credit, correct? Thank you!
- Do we put ICAP on the transcript?
- Can a student living with a friend that has no guardianship of the student enroll the student in school?
- Do students in special education courses, not graduating with a diploma, follow CORE?
Sample Activity Results:

Questions from this activity will be addressed and presented in an FAQ via Student Support Newsletter (sign up on the SDE Counseling webpage or visit this link). Some topics will be presented as a webinar so stay tuned for dates!
Contact Information:

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Office of Student Support Services
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Work-Based Learning & Industry Engagement

Beth Whittle, Executive Director
Counseling

Marissa Lightsey, Executive Director
College & Career Readiness

Elizabeth Suddath, Executive Director
Prevention Services