

## GUIDANCE/COUNSELING SERVICES

The Governing Board recognizes that a comprehensive counseling program promotes academic achievement and serves the diverse needs of all district students. Counseling staff shall be available to meet with students regarding their educational progress toward academic and/or career 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.

## ACADEMIC AND CAREER COUNSELING

The district's academic counseling program shall be designed to assist students to establish immediate and long-range educational plans, achieve academic standards, prepare for the high school exit examination, and complete the required curriculum in accordance with their individual needs, abilities, and interests. Insofar as possible, parents/guardians shall be included when making educational plans.

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

The counseling program for high school students may include, at appropriate grade levels:

1. Information about courses needed for admission to colleges and universities, standardized admission tests, financial aid, and scholarships
2. An opportunity for each student and, if practicable, his/her parent/guardian to meet with a counselor to discuss the student's career goals, available educational and career technical education options, and community and workplace experiences to support the student's goals
3. Monitoring of each student's fulfillment of required coursework and progress toward promotion and graduation, and notification of the student and his/her parent/guardian of remaining academic requirements
4. Additional specialized counseling services for students identified as at risk of not graduating with their class

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.

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

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.

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.

Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes.

### **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 his/her 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 about community agencies, organizations, or health care providers that offer qualified professional assistance.

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 his/her 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.

A counselor shall consult with the Superintendent or designee and, as appropriate, with the district's legal counsel whenever unsure of how to respond to a student's personal problem 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.

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.

**LEGAL REFERENCES****EDUCATION CODE**

221.5	Prohibited sex discrimination
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41505-41508	Pupil Retention Block Grant
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
52378-52380	Supplemental School Counseling Program

**FAMILY CODE**

6920-6929	Consent by minor for treatment or counseling
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**HEALTH AND SAFETY CODE**

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

11166-11170	Reporting known or suspected cases of child abuse
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**WELFARE AND INSTITUTIONS CODE**

5850-5883	Mental Health Services Act
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**CODE OF REGULATIONS, TITLE 5**

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
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**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
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**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>