

# 9<sup>th</sup> Grade Counseling Timeline

ACTIVITY	DESCRIPTION	KEY AREA
<b>9th Grade Schedule Change Day</b>	9th grade students may come to the counseling office to request schedule changes.	Individual Student Planning
<b>Mentor Homeroom Visits</b>	Mentors visit 9th grade homerooms once a week throughout the school year	Guidance Curriculum; Prevention, Intervention, & Responsive Services; System Support
<b>Freshman Seminar</b>	9th graders attend weekly classes conducted by counselors on various topics. Topics include Drugs/Alcohol, Social Media, Study Skills, Naviance, and Transcripts.	Guidance Curriculum
<b>New Student Orientation</b>	Counselors and Mentors host an orientation for incoming 9th graders, including former parochial school students. Counselors review student schedules, and discuss ways to get involved in the high school. Mentors conduct student activities and assist in walking students through their schedules.	Guidance Curriculum; System Support
<b>9th Grade Open House</b>	Mentors are available to answer questions and escort incoming 9th graders as students tour the building.	Guidance Curriculum; Prevention, Intervention, & Responsive Services; System Support
<b>Freshman Meeting</b>	9th graders meet with counselors who introduce them to Naviance and discuss counseling resources.	Guidance Curriculum
<b>Financial Aid Seminar</b>	Counselor presentation about Financial Aid	Individual Student Planning; System Support
<b>Freshman Parent Meeting</b>	Counselors meet with 9th grade parents; introduce them to Naviance; and discuss counseling resources.	Individual Student Planning; System Support
<b>Study Skills Program</b>	Students may opt to attend an after-school program designed to help students maximize learning by promoting positive study, homework, test-prep, and test-taking skills.	Guidance Curriculum
<b>Open House</b>	Counselors are available to discuss department programs as parents tour the high school.	System Support
<b>Freshman Rush</b>	Counselors meet with 9th graders to discuss high school activities and then escort students to Freshman Rush, where high school clubs and organizations set up informational tables for 9th graders.	System Support
<b>College Fair</b>	Students may opt to attend an annual College Fair presented as a joint effort with Bethel Park High School, Peters Township High School, and South Fayette High School.	Individual Student Planning; System Support
<b>PAYS/Natural Helpers Survey</b>	Students take part in either PAYS or Natural Helpers Survey	Guidance Curriculum; Prevention, Intervention, & Responsive Services; System Support
<b>9th Grade Field Day</b>	Mentors organize and run team building activities for 9th graders.	Guidance Curriculum;

		Prevention, Intervention, & Responsive Services; System Support
<b>Freshman Seminar Small Group Meetings</b>	Freshmen meet with counselors to review Freshman Seminar and discuss ongoing plans/goals.	Individual Student Planning
<b>9th Grade Presentation</b>	Counselor presentation about Social Media.	Prevention, Intervention, & Responsive Services
<b>Study Skills Program</b>	Students may opt to attend an after-school program designed to help students maximize learning by promoting positive study, homework, test-prep, and test-taking skills.	Guidance Curriculum
<b>9th Grade Presentation</b>	Counselor presentation about Bullying	Prevention, Intervention, & Responsive Services
<b>Study Skills Program</b>	Students may opt to attend an after-school program designed to help students maximize learning by promoting positive study, homework, test-prep, and test-taking skills.	Guidance Curriculum
<b>College Seminar</b>	Students may opt to attend a panel discussion about "How to be a Competitive College Applicant" coordinated/facilitated by the counseling department.	Individual Student Planning; System Support
<b>9th Grade Class Scheduling Presentation</b>	Counselors discuss scheduling options for the next school year.	Guidance Curriculum
<b>9th Grade Scheduling</b>	Counselors assist students in scheduling courses for next school year.	Guidance Curriculum
<b>Summer Wellness Registration</b>	Students may opt to attend summer gym. The counseling department oversees Summer Wellness Registration.	System Support
<b>Course Verification Letters Mailed</b>	Course verification letters mailed home to parents.	Guidance Curriculum
<b>Study Skills Program</b>	Students may opt to attend an after-school program designed to help students maximize learning by promoting positive study, homework, test-prep, and test-taking skills.	Guidance Curriculum
<b>Awards Night</b>	Awards and scholarships presented to deserving students.	System Support
<b>Natural Helpers Presentation</b>	Counseling department coordinates and facilitates a presentation espousing the dangers of drinking and driving.	Guidance Curriculum; Prevention, Intervention, & Responsive Services; System Support
<b>Summer School Orientation</b>	Counseling department presents an orientation for students participating in summer school.	System Support
<b>Summer School</b>	Students may opt to attend summer school. The counseling department facilitates this option.	System Support
<b>YEARLONG COUNSELING RESOURCES</b>		
<b>Scholarships</b>	For students applying to colleges, the counseling department advertises and coordinates scholarship applications. Counselors also write letters of recommendation.	Individual Student Planning

<b>NCAA Eligibility</b>	Counseling department facilitates student-athlete certification by the NCAA Eligibility Center to compete at an NCAA Division I or II school.	Individual Student Planning
<b>Military Options</b>	Counseling department communicates and facilitates student military options.	Individual Student Planning
<b>Parkway West Career and Technology Center</b>	Students can opt to participate in a vocational program through Parkway West. The counseling department communicates, coordinates, and facilitates student participation in this vocational program.	Individual Student Planning; System Support
<b>College Visits</b>	Students may opt to attend visits by college, university, technical school, and military representatives.	Individual Student Planning; System Support
<b>Office of Vocational Rehabilitation</b>	Students can opt to participate in vocational rehabilitation services that help persons with disabilities prepare for, obtain, or maintain employment. The counseling department facilitates student participation in OVR.	Individual Student Planning; System Support
<b>Waterfront Online Courses</b>	Qualified students who have met with their counselors and been approved may opt to participate in Waterfront Learning. Waterfront Learning offers diverse online course options to qualified students. The counseling department coordinates and facilitates this program for students.	System Support
<b>Career Exploration Opportunity</b>	Students may participate in the Career Exploration Opportunity. CEO allows interested students to job shadow to gain insight into their career of choice. The counseling department facilitates and coordinates this program.	Guidance Curriculum; Individual Student Planning; System Support
<b>Student Support Services S3</b>	Student Support Services (S3) is a service at Upper St. Clair High School designed to help students who are having difficulty experiencing success in school. The counseling department coordinates this program year-round.	Prevention, Intervention, & Responsive Services
<b>Magistrate Hearings</b>	Counselors attend hearings with students appearing before the local magistrate.	Prevention, Intervention, & Responsive Services
<b>Scheduling - Add/Drop</b>	Counselors facilitate scheduling during eight Add/Drop periods.	Individual Student Planning
<b>IEP and 504 Meetings</b>	Counselors attend IEP and 504 Service Agreement meetings with parents, school psychologist, and teacher.	Individual Student Planning
<b>Letters of Recommendation</b>	Counselors write letters of recommendation for students.	Individual Student Planning
<b>Services for Students with Disabilities (SSD) Accommodations</b>	Counselors submit requests for accommodations and provide appropriate documentation.	Individual Student Planning
<b>MYP Projects</b>	Counselors supervise MYP Projects for students	Individual Student Planning; System Support
<b>504 Service Agreements</b>	Counselors facilitate implementation and management of service agreements.	Prevention, Intervention, & Responsive Services
<b>Consultation with outside agencies</b>	Counselors are available to consult with outside agencies, such as CYF and Social Security Administration, regarding students.	Prevention, Intervention, & Responsive Services
<b>Keystone Exams</b>	Counseling department helps manage and facilitate accommodations for students taking Keystone exams.	System Support

<b>Counseling Website</b>	Counseling department maintains a counseling website with useful information and resources for students, teachers, and parents.	Guidance Curriculum;
<b>Counseling Newsletter</b>	Counseling department publishes a comprehensive, monthly newsletter for student, teachers, and parents.	Guidance Curriculum;
CANVAS	Counseling department maintains a counseling presence in the school's online learning management system - CANVAS.	Guidance Curriculum;