



GUIDING QUESTIONS

for School Counselors

Component Four – Professional Responsibilities

The questions below are suggestions for stems related to each criterion of Component Four. It is not expected that all questions would be asked during a conference. However, it is expected that information about each criterion be sought during the formative process. These questions provide guidance in how to seek clarification and record true evidence.

4a. Communication with Families/Clients

- How do you share information relative to your program with families?
- What steps do you take to work with non-english speaking families?

4b. Developing a Record Keeping System

- How do you maintain accurate and confidential records in accordance with ASCA ethical standards?
- How do you maintain and appropriately dispense confidential records in a timely manner?

4c. Growing and Developing Professionally

- How do you participate in professional growth activities?
- How are you involved in your state and national associations?

4d. Reflecting on Professional Practice

- Do you meet with other district school counselors to plan comprehensive programs and reflective practices?