

# School Counselor 80/20 Program Delivery



| 80%   |   |  |  |   | 20%  |
|---|---|--|--|---|--|
| Individual Planning   | Responsive Services/<br>Counseling  | Guidance Curriculum/<br>Instruction  | System Support<br>Collaboration,<br>Consultation, Referral   | Committee Members<br>(Not Chair)  | Other Duties   |
| <ul style="list-style-type: none"> <li>Individual Student/Parent Meetings</li> <li>Action Planning Daily Logs</li> <li>Need Assessments/Minute Meetings</li> <li>Data Interpretation</li> </ul> <p><b>Academic Advisement</b></p> <ul style="list-style-type: none"> <li>Scheduling</li> <li>Academic Planning and Programming</li> <li>Transition Planning</li> <li>College and Career Readiness Planning</li> </ul> | <ul style="list-style-type: none"> <li>Crisis Response</li> <li>Individual</li> <li>Group Counseling</li> <li>Providing District and Community Resources</li> <li>Student Supports</li> </ul> | <ul style="list-style-type: none"> <li>Delivers state and district mandated lessons</li> <li>Guidance Advisory Committee</li> <li>Supports advisory SEL-based lessons</li> <li>Delivers lessons based on campus needs</li> </ul> | <ul style="list-style-type: none"> <li>System Support (Program Planning &amp; Support)</li> <li>Annual Counseling Calendar Planning</li> <li>Parent Workshops</li> <li>Counselor Documentation</li> <li>Counselor Professional Development</li> <li>Teacher/Staff Training</li> <li>Campus Leadership Team</li> <li>Vertical Team Meetings</li> <li>Parent /Teacher Consultations</li> </ul> | <ul style="list-style-type: none"> <li>Student Support Team (SST)</li> <li>504/Dyslexia Services</li> <li>Multi--tiered System Support (MTSS)</li> <li>Language Proficiency Advisory Committee (LPAC)</li> <li>Accelerated Learning Committee (HB 4545)</li> <li>Attendance for Credit</li> </ul> | <ul style="list-style-type: none"> <li>Weekly Schedules</li> <li>Test Administrator</li> <li>Class Coverage</li> <li>Professional Development Support</li> <li>Hall Monitoring</li> <li>Administrator Duties, such as translation services, chain of command coverage</li> <li>Other duties as assigned due to emergency and/or extenuating circumstances</li> </ul> |

Chart represents typical duties of Dallas ISD School Counselors