

**Sunnyside Unified School District No. 12**

**School Counseling STATS**

 **for**

**Elementary School Counselors**

**2014 – 2015 School Year**



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**FIRST QUARTER STATS: 07/28/14 - 10/10/14**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | **Total # of** | **Total # of**  | **Total # of** | **Student** | **Student** | **Faculty**  | **Staff**  | **Parent**  | **Total # of** | **Parent** |
|   | **students on** | **group**  | **classroom** | **contacts** | **staffings** | **meetings** | **contacts** | **workshops** | **parents** | **contacts** |
| **School** | **group list** | **sessions** | **lessons** |  |  | **(large & small)** |  |  | **attended** |  |
| Craycroft | 40 | 61 | 101 | 66 | 25 | 1 | 38 | 0 | 0 | 31 |
| Drexel | 16 | 47 | 101 | 118 | 18 | 10 | 65 | 0 | 0 | 32 |
| Elvira | 49 | 38 | 83 | 294 | 9 | 3 | 303 | 0 | 0 | 55 |
| Esperanza | 0 | 0 | 62 | 113 | 7 | 3 | 73 | 0 | 0 | 87 |
| Gallego | 28 | 47 | 152 | 148 | 5 | 3 | 127 | 0 | 0 | 92 |
| Liberty | 2 | 6 | 32 | 76 | 6 | 1 | 53 | 0 | 0 | 57 |
| Los Amigos | 0 | 0 | 0 | 214 | 194 | 0 | 54 | 0 | 0 | 55 |
| Los Ninos | 14 | 18 | 92 | 45 | 8 | 1 | 76 | 0 | 0 | 9 |
| Mission Manor | 17 | 15 | 69 | 55 | 8 | 10 | 50 | 0 | 0 | 0 |
| Rivera | 5 | 9 | 36 | 47 | 8 | 2 | 32 | 1 | 10 | 13 |
| Santa Clara | 0 | 0 | 43 | 153 | 0 | 0 | 110 | 0 | 0 | 44 |
| Sierra | 6 | 3 | 22 | 802 | 10 | 15 | 265 | 0 | 0 | 569 |
| Summit View | 32 | 18 | 103 | 133 | 6 | 2 | 124 | 0 | 0 | 52 |
| ED Program | 27 | 32 | 14 | 5 | 2 | 0 | 27 | 0 | 0 | 11 |
| **Quarter TOTALS** | **236** | **294** | **910** | **2269** | **306** | **51** | **1397** | **1** | **10** | **1107** |

\* Please note that there was no Therapeutic Counselor at Elvira/Rivera until Elaine Gallardo was hired and started on September 8, 2014.

**SECOND QUARTER STATS: 10/13/14 - 12/19/14**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | **Total # of** | **Total # of**  | **Total # of** | **Student** | **Student** | **Faculty**  | **Staff**  | **Parent**  | **Total # of** | **Parent** |
|   | **students on** | **group**  | **classroom** | **contacts** | **staffings** | **meetings** | **contacts** | **workshops** | **parents** | **contacts** |
| **School** | **group list** | **sessions** | **lessons** |  |  | **(large & small)** |  |  | **attended** |  |
| Craycroft | 39 | 82 | 55 | 69 | 25 | 0 | 30 | 0 | 0 | 25 |
| Drexel | 19 | 58 | 100 | 118 | 18 | 10 | 65 | 0 | 0 | 2 |
| Elvira | 56 | 111 | 176 | 143 | 11 | 1 | 202 | 0 | 0 | 31 |
| Esperanza | 50 | 85 | 104 | 127 | 3 | 1 | 88 | 0 | 0 | 113 |
| Gallego | 44 | 73 | 146 | 143 | 5 | 0 | 199 | 0 | 0 | 73 |
| Liberty | 24 | 28 | 44 | 146 | 11 | 1 | 37 | 0 | 0 | 30 |
| Los Amigos | 71 | 102 | 150 | 92 | 87 | 0 | 68 | 0 | 0 | 74 |
| Los Ninos | 37 | 35 | 109 | 48 | 8 | 0 | 115 | 0 | 0 | 13 |
| Mission Manor | 40 | 39 | 69 | 70 | 13 | 8 | 70 | 0 | 0 | 50 |
| Rivera | 9 | 24 | 102 | 197 | 45 | 2 | 0 | 2 | 38 | 134 |
| Santa Clara | 0 | 0 | 78 | 102 | 16 | 0 | 68 | 0 | 0 | 61 |
| Sierra | 5 | 24 | 31 | 1576 | 11 | 13 | 242 | 0 | 0 | 266 |
| Summit View | 20 | 44 | 110 | 76 | 20 | 5 | 73 | 0 | 0 | 36 |
| ED Program | 31 | 52 | 31 | 81 | 49 | 0 | 279 | 0 | 0 | 64 |
| **Quarter TOTALS** | **445** | **757** | **1305** | **2988** | **322** | **41** | **1536** | **2** | **38** | **972** |

**THIRD QUARTER STATS: 01/05/15 - 03/13/15**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | **Total # of** | **Total # of**  | **Total # of** | **Student** | **Student** | **Faculty**  | **Staff**  | **Parent**  | **Total # of** | **Parent** |
|   | **students on** | **group**  | **classroom** | **contacts** | **staffings** | **meetings** | **contacts** | **workshops** | **parents** | **contacts** |
| **School** | **group list** | **sessions** | **lessons** |  |  | **(large & small)** |  |  | **attended** |  |
| Craycroft | 39 | 135 | 48 | 70 | 30 | 0 | 33 | 0 | 0 | 26 |
| Drexel | 29 | 86 | 60 | 118 | 23 | 9 | 38 | 0 | 0 | 25 |
| Elvira | 67 | 89 | 137 | 556 | 12 | 3 | 360 | 0 | 0 | 109 |
| Esperanza | 45 | 45 | 107 | 147 | 3 | 0 | 106 | 0 | 0 | 100 |
| Gallego | 67 | 99 | 134 | 163 | 7 | 0 | 200 | 0 | 0 | 64 |
| Liberty | 26 | 63 | 53 | 74 | 12 | 2 | 67 | 0 | 0 | 45 |
| Los Amigos | 81 | 113 | 86 | 207 | 86 | 0 | 54 | 0 | 0 | 51 |
| Los Ninos | 37 | 66 | 80 | 57 | 6 | 1 | 75 | 0 | 0 | 12 |
| Mission Manor | 55 | 40 | 69 | 75 | 10 | 8 | 65 | 0 | 0 | 55 |
| Rivera | 35 | 81 | 47 | 200 | 25 | 1 | 50 | 2 | 19 | 99 |
| Santa Clara | 0 | 0 | 32 | 121 | 30 | 0 | 55 | 4 | 8 | 21 |
| Sierra | 4 | 19 | 24 | 1833 | 22 | 19 | 244 | 0 | 0 | 200 |
| Summit View | 17 | 43 | 94 | 134 | 13 | 2 | 90 | 1 | 15 | 23 |
| ED Program | 27 | 32 | 14 | 19 | 3 | 0 | 27 | 0 | 0 | 11 |
| **Quarter TOTALS** | **529** | **911** | **985** | **3774** | **282** | **45** | **1464** | **7** | **42** | **841** |

\* Please note the School Wide Crisis Situation at Elvira at the beginning of March.

**FOURTH QUARTER STATS: 03/16/15 - 05/22/15**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | **Total # of** | **Total # of**  | **Total # of** | **Student** | **Student** | **Faculty**  | **Staff**  | **Parent**  | **Total # of** | **Parent** |
|   | **students on** | **group**  | **classroom** | **contacts** | **staffings** | **meetings** | **contacts** | **workshops** | **parents** | **contacts** |
| **School** | **group list** | **sessions** | **lessons** |  |  | **(large & small)** |  |  | **attended** |  |
| Craycroft | 52 | 73 | 49 | 51 | 23 | 0 | 30 | 0 | 0 | 30 |
| Drexel | 29 | 89 | 62 | 344 | 22 | 0 | 24 | 0 | 0 | 12 |
| Elvira | 75 | 95 | 141 | 231 | 4 | 1 | 247 | 0 | 0 | 23 |
| Esperanza | 48 | 40 | 55 | 114 | 6 | 0 | 86 | 1 | 14 | 87 |
| Gallego | 70 | 100 | 110 | 87 | 1 | 0 | 132 | 0 | 0 | 40 |
| Liberty | 20 | 26 | 67 | 106 | 15 | 1 | 65 | 0 | 0 | 58 |
| Los Amigos | 90 | 103 | 75 | 138 | 85 | 0 | 76 | 0 | 0 | 62 |
| Los Ninos | 30 | 50 | 90 | 45 | 7 | 0 | 83 | 0 | 0 | 13 |
| Mission Manor | 55 | 10 | 21 | 55 | 7 | 6 | 45 | 0 | 0 | 45 |
| Rivera | 16 | 21 | 12 | 105 | 7 | 0 | 76 | 1 | 8 | 57 |
| Santa Clara | 0 | 0 | 34 | 130 | 30 | 0 | 75 | 0 | 0 | 35 |
| Sierra | 8 | 10 | 22 | 1524 | 12 | 12 | 99 | 0 | 0 | 43 |
| Summit View | 20 | 49 | 60 | 80 | 8 | 1 | 117 | 0 | 0 | 30 |
| ED Program | 35 | 30 | 21 | 124 | 36 | 0 | 295 | 0 | 0 | 67 |
| **Quarter TOTALS** | **548** | **696** | **819** | **3134** | **263** | **21** | **1450** | **2** | **22** | **602** |

\* Please note the School Wide Crisis Situation at Ocotillo/ Sierra during this quarter.

**YEARLY COUNSELING STATS: 07/28/14 - 05/22/15**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|   | **Total # of** | **Total # of**  | **Total # of** | **Student** | **Student** | **Faculty**  | **Staff**  | **Parent**  | **Total # of** | **Parent** |
|   | **students on** | **group**  | **classroom** | **contacts** | **staffings** | **meetings** | **contacts** | **workshops** | **parents** | **contacts** |
| **School** | **group list** | **sessions** | **lessons** |  |  | **(large & small)** |  |  | **attended** |  |
| Craycroft | 52 | 351 | 253 | 256 | 103 | 1 | 131 | 0 | 0 | 112 |
| Drexel | 29 | 280 | 323 | 698 | 81 | 29 | 192 | 0 | 0 | 71 |
| Elvira | 75 | 333 | 537 | 1224 | 36 | 8 | 1112 | 0 | 0 | 218 |
| Esperanza | 50 | 170 | 328 | 501 | 19 | 4 | 353 | 1 | 14 | 387 |
| Gallego | 70 | 319 | 542 | 541 | 18 | 3 | 658 | 0 | 0 | 269 |
| Liberty | 26 | 123 | 196 | 402 | 44 | 5 | 222 | 0 | 0 | 190 |
| Los Amigos | 90 | 318 | 311 | 651 | 452 | 0 | 252 | 0 | 0 | 242 |
| Los Ninos | 37 | 169 | 371 | 195 | 29 | 2 | 349 | 0 | 0 | 47 |
| Mission Manor | 55 | 104 | 228 | 255 | 38 | 32 | 230 | 0 | 0 | 150 |
| Rivera | 35 | 135 | 197 | 549 | 85 | 5 | 158 | 6 | 75 | 303 |
| Santa Clara | 0 | 0 | 187 | 506 | 76 | 0 | 308 | 4 | 8 | 161 |
| Sierra | 8 | 56 | 99 | 5735 | 55 | 59 | 850 | 0 | 0 | 1078 |
| Summit View | 32 | 154 | 367 | 423 | 47 | 10 | 404 | 1 | 15 | 141 |
| ED Program | 35 | 146 | 80 | 229 | 90 | 0 | 628 | 0 | 0 | 153 |
| **Quarter TOTALS** | 594 | 2658 | 4019 | 12165 | 1173 | 158 | 5847 | 12 | 112 | 3522 |

\* See previous quarters for details on limitations/ interruptions in providing Counseling Services.

**STUDENTS ON COUNSELING GROUP LIST**

**COUNSELING GROUP SESSIONS**

**CLASSROOM GUIDANCE LESSONS**

**STUDENT CONTACTS**

**STUDENT STAFFINGS (504’s, IEP’s, Child Studies)**

**PRESENTATIONS AT FACULTY MEETINGS**

**STAFF CONTACTS**

**PARENT CONTACTS**

**WORKSHOPS FOR PARENTS**

**PARENTS ATTENDING WORKSHOPS**

**OTHER ACTIVITIES PERFORMED BY COUNSELORS THOUGHOUT THE 2014-2015 SCHOOL YEAR**

**CRAYCROFT:** K-12 Counselor Task Force Committee Meetings, Counseling District Meetings, District Parent Council Meetings; Ben's Bells Kind Campus Program, Ben's Bells = Kindness Challenge Program Link chains for city project; Shyann Kindness Event Coordinator, Shyann Kindness Campus Training, District Inside Track meetings; ***Program Coordinator Responsibilities:*** Career Ladder Representative/Key Communicator, Morning Duty and After school parent pick up duty every day; Beginning of the year lunch recess duties everyday- Aug-Sept; Assist with substituting for short periods or emergencies; Support kick-off and school wide assemblies through supervision of students, Open house Night, Choir concerts, Bully Month October Activities; Counselor presentation for duty to report rules and procedures; School Leadership team, Power School Training on site, Training for "Do no harm" from outside agency, Meetings with CPS, police and caseworkers and counselors, K-12 Crisis Team, Planning for future conferences and training, planning with other counselors for 6th grade lessons, and organize counselor lessons, PBIS Committee, distribute tokens and rewards, support PIA and the parents participating/volunteering, Provide System Support when needed, Help support evening events, support staff and supervise students, Military Children DMAFB Training, District Crisis Response team, Jump Rope for heart; Proctoring assessments, parent teacher conferences, Ben's Bells Research Study Pioneer School Participation with Survey and Research Based Activities School Wide, Kinder and 5th grade promotion, Proctoring for AZ-Merit April 14, 16, 21, 23, 28, 30 until 2:30, Responsible for working on the Summer Kindergarten Jump Start Program, Summer ASCA Conference

**DREXEL:** District Parent Council meetings, PBIS Committee meetings, Wellness Committee meetings, District welcome Meeting; PBIS coordinator, student council sponsor; ***Site Professional Development:*** parent link training; ***Before & Afterschool Monitoring Duties***: after school bus duty, before school PBIS store supervision; daily lunch and recess duty (5th grade); ***Substituting:*** 10 full days for missing specialists- all grades, 10 full days substituting for missing specialists- all grades; ***Other Responsibilities:*** Ben's bells meeting with coordinator, IEP meetings, TAT Team and meetings, parent-teacher conferences 1/4-1/6, Elvira crisis response 3/3, Behavior team, 504 Coordinator meetings; elementary counselor meetings, K-12 Counselor meeting 4/15; Insurance meeting 4/29; Ben's Bells Kindness Coordinator, Career Day 3/7, 5th grade attendance club; Reid Park Zoo career assembly 3/7; 6th grade middle school visit, career day

**ELVIRA: *Site Team /Committee Meetings:*** Welcome Back Elvira Staff Meeting (07/28), Elvira Staff Collaboration Meeting (07/28, 08/04, 08/06, 08/13, 08/27, 09/03, 09/24, 11/26, 12/03, 12/17, 01/07, 02/25, 03/13, 03/25, 04/01, 04/15, 04/29, 05/06), Elvira Team Collaboration Meetings (09/17, 10/01, 10/15, 10/29, 11/05, 11/19, 01/21, 01/28, 02/18, 03/25, 04/22, 05/06, 05/20, 05/22), Elvira Morning Staff Meeting (10/15), SIT Committee Meetings (09/02, 09/16, 09/23,12/02, 12/09, 12/16, 02/03, 02/04, 02/05, 03/24), PBIS Committee Meetings (09/02, 09/16, 09/23, 09/30, 12/13, 01/21), SHAC Committee Meetings (10/07, 12/13, 12/17, 01/21), Collaborative Meetings to start Kind Campus Club (10/22), Kind Campus Club Meeting (12/17, 01/16, 01/30, 02/16), Student Wellness Club (SWAT) Meetings (01/16, 01/30, 02/16); ***District Team / Committee Meetings***: Welcome Back District Meeting at Desert View (07/28), Elementary Counselors Meeting (07/31, 09/10, 10/08, 12/10, 01/14, 02/11, 02/25, 04/08, 05/13), Collaborative Meeting on Elementary School Counselor Program and responsibilities with NJ Utter (08/07), Collaborative Meeting on SPED Program Coordination with Roxanne Camus (08/13), Collaborative Meeting on CCBG / School Counselor National Model with Yolanda Uribe (08/14), K-12 SUSD Counselors Meeting (08/20, 11/12, 04/15), Elementary & Middle School Counselor Transition Meeting (03/11); ***District Wide Meetings:*** District Parent Council Meeting (09/30, 11/06, 02/17, 05/05); ***Program Coordinator Responsibilities:*** Ben's Bells Kind Kids Program In-service for Elvira Staff (08/06), Meeting with former SUSD Counselor about Kind Kids Program Materials (08/14), Attended and Presented at Ben's Bells Kindness Conference Kick-Off Night Event at Temple of Music and Art (08/22), Attended Ben's Bells Kindness Conference (08/23), Ben's Bells Self-Kindness Presentation for Elvira Staff (09/24, 12/03, 04/15), Elvira Kindness Kick-Off for Grades K, 1, 2, 3 (10/01), Elvira Kindness Kick-Off for Grades 4, 5, 6 & ED Program (10/01), Distributed Kind Campus Informational Letter to all students (10/04), Monthly Kind Campus Program Curriculum & Activities Guide Emails for Elvira Staff (08/04, 10/04, 12/01, 01/05, 02/09, 03/23, 04/20, 05/11), Ben's Bells Kind Campus Program Lessons for all Grades (9 Lessons 10/13 - 10/17, 1 Lesson 10/20, 6 Lessons 10/27 - 10/31, 6 Lessons 11/03 - 11/07, 4 Lessons 11/10 - 11/14, 1 Lesson 12/05, 10 Lessons 12/08-12/12, 14 Lessons 12/15-12/18, 4 Lessons 01/22-01/23, 10 Lessons 01/26-01/30, 3 Lessons 02/02-02/06, 10 Lessons 02/09-02/13, 5 Lessons 05/06-05/08, 9 Lessons 05/11-05/15, 13 Lessons 05/18-05/21), Kind Campus Club Meeting (12/17, 01/16, 01/30, 02/16), Ben's Bells Golden Ticket Distribution for student participants (01/29, 01/30, 02/02, 02/18, 02/19); Ben's Bells Mosaic Clay Tile Creation Workshop at Elvira (02/03), Ben's Bells Mosaic Tile Painting Workshop at Ben's Bells Downtown Studio (02/21); Ben's Bells Mosaic Mural Outline Painting (03/09), Ben's Bells Mosaic Mural Tile Installation (03/12), Ben's Bells Mosaic Mural Tile Grouting (03/13); Shyann Kindness Program Orientation Meeting (01/29), Shyann Kindness Program Coordination Meeting (02/10, 04/15, 04/17, 05/04), Shyann Kindness Gift Giving Event for all first graders (05/13); Coordinated Middle School Transition Visits (03/11) ; Junior Achievement (JA) Day and Educator Training Coordination with JA Representative Carolyn Gorst (03/23), JA Day Event Preparation Meeting with JA Representative Carolyn Gorst (04/07), JA Day Educator Training & Orientation Meeting (05/06), Prepared and Coordinated JA Day Welcome Breakfast (05/11 - 05/14), JA Day Welcome Breakfast for Elvira Staff and JA Volunteers (05/14), JA Day for all grade levels (05/14), JA Day Debriefings with Carolyn Gorst (05/14, 05/15, 05/18); Coordinated Middle School Transition Visits (04/22, 04/23, 05/04), Middle School Transition Visit from Challenger Staff at Elvira (05/08), Middle School Transition Visit for 6th Grade Students at Challenger (05/18);

**ELVIRA CONT. :** ***Site Professional Development:*** Love & Logic Training (08/13), School Safety Training with Frank Morales (08/27), Blood Borne Pathogens Meeting with Nurse Leslie Streetcar (09/03), Engineering is Elementary Training (08/24), AZ Merit Training (03/25), Mandatory Insurance Meeting (04/29); ***District Professional Development:*** Handle with Care De-escalation & Personal Restraint Training at Rivera (08/01), Deliberate Self-Injury In-service through Community Partnership of Southern Arizona (11/12)Success Highways Data Interpretation Training for School Counselors at Esperanza (02/11); ***Out of District Professional Development***: Ben's Bells Kindness Conference Kick-Off Night Event at Temple of Music and Art (08/22), Ben's Bells Kindness Conference (08/23), Renewed Nationally Certified Counselor Certificate through National Board of Certified Counselors (NBCC) (12/31/14), ASCA School Counselors Annual Symposium/ Breakfast (02/06); ***Outside Agency Meetings***: Collaborative Meetings with La Frontera Staff Members and Department of Child Services on CPS Case Report from 03/10 (03/23 - 03/27, 03/30 - 04/02); ***Crisis Response:*** CPS /Police Report (11/10, 03/10); Elvira Crisis Situation: Site Leadership Crisis Response Team Meeting (03/02), Elvira All Staff Informational Meeting on Crisis Situation (03/02), District Crisis Response Team meetings (3 Meetings on 03/02, 2 meetings on 03/03, 2 meetings on 03/04, 03/05, 03/06, 1 meeting on 04/08, 04/15), Elvira Crisis Response Team Meetings (2 meetings 03/02, 4 meetings 03/03, 3 meetings 03/04, 2 meetings 03/04, 1 meeting 03/05, 03/06, 03/09, 03/10, 03/11, 03/12, 03/13, 03/23, 03/25, 04/01, 04/08, 04/15, 04/17), Elvira All Staff Information Debriefing Morning Meeting for Crisis Response for Students (03/03, 03/04), Elvira All Staff Informational Debriefing Afternoon Meeting for Crisis Response for Students (03/03, 03/04), Special All Staff Elvira Collaborative Meeting on Coping Strategies (03/04), Specialty Debriefing Meetings with specific grade level teams and staff members (03/02, 03/03, 03/04, 03/05, 03/06, 03/09, 03/11, 03/12, 03/23, 03/25, 04/01, 04/08), Coordination of Crisis Response and information sent out to student families and staff members (03/02, 03/03, 03/04, 03/05, 03/06), Preparation of Crisis Response Receiving areas for students, families, and staff Members (03/02, 03/03, 03/04, 03/05, 03/06), Crisis Response for Most Affected Classroom Check-ins (Most of day - 03/03, Most of Day - 03/04, 3 check-ins 03/05, 2 check-ins 03/06, 1 check-in 03/09, 03/10, 03/11, 03/12, 1 check-in per day 03/23, 03/25, 03/27, 03/31, 04/02, 04/07, 04/08, 04/14, 04/21, 04/28, 05/05, 05/12, 05/19), Special 5th Grade Grieving Lesson for Students (03/10), Review and Preparation of Sympathy Cards & Letters from Students, Families and Staff Members for Liz Arvold's Family (03/03, 03/04, 03/05, 03/06), Preparation/Set-up for Evening Memorial at Elvira (03/06), Evening Memorial for Liz Arvold at Elvira (03/06); ***Before & Afterschool Monitoring Duties:*** Afterschool bus duty (08/05, 08/08, 08/12, 08/19, 08/26, 09/02, 09/09, 09/16, 09/23, 09/30, 10/07, 10/14, 10/21, 10/24, 10/28, 11/04, 11/18,11/25, 12/02, 12/09, 12/16, 01/06, 01/13, 01/19, 01/27, 02/10, 02/17, 02/24, 03/10, 03/24, 03/31, 04/07, 04/14, 04/21, 04/28, 05/05, 05/12, 05/19); ***Lunch / Recess Duties:*** Kinder Lunch Duty (08/04 - 08/08, 08/11 - 08/15, 08/18 - 08/22), Kinder Recess Duty (08/04 - 08/08, 08/11 - 08/15, 08/18 - 08/22); ***Substituting***: 30 minute monitoring of 1st Grade Class to cover for funeral on 12/05, 15 minutes monitoring of 4th Grade Class to cover for IEP on 02/09; ***Assessment Proctoring or Administration:*** AZ Merit Practice Testing (03/31), AZ Merit Administration for Sp.Ed. 6th Graders (04/13, 04/20, 04/27), AZ Merit Proctoring for Sp.Ed. 5th & 3rd Graders (04/14, 04/21, 04/28); ***Special Grade Level or School Wide Assemblies:*** School Year Introduction Assemblies for 6th Grade (08/07), 5th Grade (08/07), ED Program (08/08), 1st Grade (08/08), 4th Grade (08/08), 2nd Grade (08/08), and 3rd Grade (08/08), Supervision at School Fundraiser Kick-off (10/20), Elvira School Spirit and Kindness Wrap-up Assembly for K, 1, 2, 3 (10/30), Elvira School Spirit and Kindness Wrap-up Assembly for 4, 5, 6 and ED Program (10/30); ***Special Grade Level or School Wide Events:*** Meet Your Teacher Night (08/01), Elvira Fall Festival (08/12), Elvira Kindness Kick-Off for Grades K, 1, 2, 3 (10/01), Elvira Kindness Kick-Off for Grades 4, 5, 6 & ED Program (10/01), Elvira Open House Night (10/15), Elvira Halloween Parade (10/31), Evening Memorial for Liz Arvold at Elvira (03/06), Elvira Kindergarten Round Up (03/11), Middle School Transition Visit from Challenger Staff at Elvira (05/08), Middle School Transition Visit for 6th Grade Students at Challenger (05/18), Elvira Spring Carnival (05/08), Shyann Kindness Gift Giving Event for all first graders (05/13); Junior Achievement (JA) Day for all grade levels (05/14);

***Special Counselor Workshops or In-services:*** ASCA National Model Program Requirements & Counseling STATS In-service for Elementary Counselors (07/31), Ben's Bells Kind Kids Program In-service for Elvira Staff (08/06), Presented with other SUSD Counselors on Kind Kids Program in our schools at Ben's Bells Kindness Conference Kick-Off Night Event (08/22), Ben's Bells Self-Kindness Presentation for Elvira Staff (09/24, 12/03, 04/15), Needs Based Guidance Lessons for 6th Graders Presentation for Elementary Counselors (01/14), GRIP Refresher Presentation for Elementary Counselors (02/25), Tapping & Stress Reduction Workshop for SUSD Staff and Parents (04/30); ***Other Responsibilities:*** Created a "Quiet Room" for ED Program & regular education students needing to be removed from regular classroom due to violent/harmful behavior (08/11, 08/15); Distributed Elvira School Counseling Program Information Letter to all students (08/15), Distributed Firm, Fair & Consistent Counseling Newsletter for Parents (08/11, 09/15, 10/13, 11/17, 12/15, 01/19, 02/16, 03/30, 04/27, 05/18), Meeting with Principal on School Counselor/Principal Yearly Agreement (10/22), Good Behavior Sign Language Special Lesson for 3rd Grade Class (11/25)

**ESPERANZA:** Site Parent Council Team, Leadership Team, Support Team, K-12 District Counselor Task Force, Site Crisis Team, District Crisis Team, ASSIST Suicide Prevention Tam, District Parent Council, School Improvement Committee, Student of the Month Team, District Counseling Task Force, Monthly District Counseling Collaboration, Leadership Team Collaboration, Kindness Kids Club Coordinator, PBIS Committee, PTO Advisory Committee, TAT Team Retention Committee, 504 Coordinator; ***Before & Afterschool Monitoring Duties:*** Two weeks for 20 minutes daily (1st quarter), 30 minutes weekly three times per month (2nd Quarter), morning duty one week per month (3rd quarter), ***Lunch / Recess Duties:*** daily for 40 minutes (1st quarter), lunch duty 1 hour/day (2nd quarter), 45 minute daily lunch recess (3rd quarter), Playground duty daily 11:45-12:30 (4th quarter); ***Substituting:*** 6 times for 90 minutes each time (1st quarter), Substitute 6 days (2nd quarter); ***Site PD:*** PBIS, Collaboration Teaming, CPS Reporting; Suicide Prevention Safe and Orderly Lock down Procedures; Self Harm; ***Off Site PD:*** Non-medicated Treatment for ADHD, Kind Kids Assembly; ***Program Coordinator:*** Student of the Month; Eagle Pride Recognition, proctor Success Highways assessment, facilitate Parent English classes with Literacy Counts; Elvira crisis response 3/3 and 3/4; ASCA School Counselor Symposium, eagle count honor assembly, Kindness/PTO peter piper night fundraiser, 2 kindness assemblies, 1 peter piper promotional assembly, Divorce Recovery, An Evening with Jonathan Mooney Special Education Training, Ocotillo Crisis Response April 7&8, Shyanne Kindness Program; Safety with Cyber bullying, Ben's Bells Chain Challenge; Kindness Assemblies: Feb 24 , April 7, May 11; Kindness Club meetings bi Monthly Jan-May; Field Day May 14,15; Help Monitor Grab and Go Breakfast; Attendance/Tardies contact parents, AZMERIT proctor

**GALLEGO**: Leadership Team Meeting 9/16, 11/4, 1/20, TAT Meetings 11/5, 12/9; K-12Task Force Counselor Meeting 11/7, Counselor Meeting 8/20, 9/10, 10/8, 12/10, 1/14, 2/11, 3/11, 5/13 K-12 Counselor Meeting 4/15; District Parent Council Meeting 9/30, 5/5; Youth Mental Health First Aid 9/24 9/25, Understanding Autism SD 9/29, Ben's Bells Kind Campus Program Activities, Student Council Faculty Sponsor; LEARN page Training, Epi Pen training, Beyond Text Books Trainings 3/13 ; Youth Month Health First Aid; Salvation Army adopt a family program; ***Before School Duty***(greeting students and parents by the entrance gate) every day first semester & 1-3 times per week second semester, ***After School Bus Duty*** every day; 4th Grade ***Lunch Duty*** 1 day a week; ***Substituting:*** 6th 8/27; Organized/Ran Student Council election assembly; School Wide Events: Meet Your Teacher Night; 504 coordinator, Science Fair Judging, Self-Injury Assessment, Mindfulness Therapy Training 11/3, Parent-Teacher Conferences, College Door Decorations (Coordinator), Success Highways Administration for 6th Grade, Gold Card Assembly; Parent teacher conferences 2/4-2/6, Family Fitness Night 3/12; Ocotillo Crisis Response; 4/7/15; AZ MERIT Pep Assembly; Gallego Spring Carnival 5/8, 5th and 6th Grade Dance 5/14; 4th Grade Intervention sub 3/26; 4th Grade Science AIMS proctor 3/24, 6th, 5th, 4th, and 3rd grade 504/IEP test Administrator AZMERIT 4/13. 4/14, 4/16, 4/20, 4/21, 4/234/27, 4/28, 4/29

**LIBERTY:** 20 site meetings, 4 PTO Committee Meetings, 7 Kind Campus Committee Meetings, 2 Academic Leadership Team Meeting, TAT Team, 3 Make a Difference Day Committee meetings; 9 District Wide Counselor Meetings; Program Coordinator Responsibilities: 504 Coordinator and Monitoring, Managing PBIS Committee and Activities, Managing Kind Campus Committee, Ben's Bells Coordinator, Make a Difference Day; 9 ***Site Professional Development***; ***Out of District Professional Development***: 1 Kind Campus Event; ***Outside Agency Meetings***: 1; ***Before/After School Duties***: Playground Duty every morning/Bus Duty every day after school; ***Recess Duties***: 2 hours lunch duty each day; ***Substituting:*** subbed 3 days for SFA; Organized PBIS Assembly; Make a Difference Day (Event coordinator), 2 SHAC Meetings, 3 PBIS Meetings, ***Substituted:*** 19 days for SFA, Organized PBIS school wide movie; ***Outside Agency Meetings:*** 1 AZ School for the deaf and blind; ***School Wide Events***: Ben's Bells Program, PBIS movies and awards, Community Letter, CICO students, PTO activities; Student referrals, Behavior plans, 5 Career Day Meetings, Career Day Coordinator, Career Day; Testing

**LOS AMIGOS:** 24 + open CPS cases!!!, Leadership Team, PBIS Committee, Inside Track Meeting, District Parent Council Meeting, Weekly Support Staff Meeting, Triage, Crisis Response Team, Lunch / Recess Duties: daily, Parent Pick Up duty- daily, Homework Club, District Crisis Team, Crisis Team Response to Teacher Death at Elvira, Tuesday Morning TAT Meetings, Crisis Response to Fire at Los Amigos, Teacher Death at Star Academy, Crisis Response to Student Death at Ocotillo

**LOS NINOS:** SLT-School Leadership Team, SIT-Chair (weekly meetings), District Parent Council, 504 Coordinator, Peer Mediator Coordinator, Outlook Kindness Club (after school support), Home visits, Roots evaluator for SFA, Anti-bullying Assembly, District Counselor Collaboration, JA school coordinator, Refugee food drive, After school mentoring (summer), Ben’s Bell’s Team, Open House, Daily Afternoon Bus Duty, Lunch Duty Substitute, CFT Meetings, Afterschool Behavior Group, District Crisis Team, Proctoring Standardized testing, Blake Foundation, proctor roots assessment for SFA

**MISSION MANOR**: School Leadership Team, SHAC/PBIS member; Counseling Task Force, Student Assistance Team (SAT) coordinator, Conflict Manager Coordinator, SFA Training, BEST training; CPS reports, contacting police for welfare checks and reports; Daily after school bus/daycare pick-up duty, Before school morning duty rotation; Lunch / Recess Duties: As needed; First Quarter No DLA so I substituted for 3rd grade all 9 week, Second Quarter DLA just hired but has poor attendance so still substituting for 3rd grade, Substitutes an issue so often substituted in classrooms; SFA Roots testing, 504 Coordinator; Self Harm Workshop, Stories That Soar Assembly, SFA Testing, RAPS Testing, Transporting SUN students back to Santa Clara

**RIVERA**: Site Council Member; District Wednesday s – Counselors Collaboration; Student Council Mentor, PTO Mentor, Character Counts Coordinator, Be Kind Campus Coordinator; Be Kind Conference; Morning duty on Fridays, After school duty – pick up area every day; Lunch / Recess Duties: 4th grade lunch and recess; Special Grade Level or School Wide Assemblies: Kindness Challenge Kick –off w/Gallego, Anti-bullying assembly; Special Grade Level or School Wide Events: Noche Mexicana, Movie Night, Monthly PTO Meetings (active member and organizer); Other Responsibilities: Interpreter, translator, student of the quarter, raptor pride awards, PBIS Advisor, 21st Century Grant Coordinator, Mental Health PD, Character Building Play - ONE (whole school), Aromas-Coffee with the Principal (interpreter), 21st Century Gallery Walk Organizer, Substitute as needed, When needed - Benchmarks, SFA testing, STAR academy meeting, Elvira Crisis response, Be Kind Challenge Kick-off with Gallego, Be Kind Challenge Closure/Gallego Assembly, High School Tour- AVID 6th grade classes, Character Building Play, 2nd Grade assembly, CPS Meetings/Call; Ocotillo Learning Center Crisis Response; Be Kind Challenge Assembly, Six Pillars Celebration, Six Pillars Assembly; Pima Tour-AVID 6th grade classes, U of A Tour - AVID 6th grade classes, Apollo Tour-transition, PTO monthly meetings, 21st CCLC Gallery Walk; AZMERIT Administrator.

**SANTA CLARA**: Safe and Orderly Committee Member and Meetings, Attend Counselor's meetings; Site and District Professional Development: Attend workshops when offered by the district.; Meet with La Frontera Clinic, Parent Aid and Junior Achievement staff when services are provided by said agencies; Part of the Crisis Team at Santa Clara, District Crisis Response Team Member, District Crisis Response to Elvira for 2 days, Wellness Committee meetings, Co-coordinate Wellness meetings, 504 Coordinator, grade level school assembles as scheduled, Have duties dictated by school administration, lunch and morning duties - When scheduled by school admin., substitute as needed

**SIERRA:** Site Student Services Committee has met 21 times and twice with the SMART Team; AVID coordinator, SWAT Advisor, Student of the Month coordinator; Crisis Response: I have had 18 Crisis situations; ***Before & Afterschool Monitoring Duties***: I do both morning and after school duty; ***Lunch / Recess Duties:*** I help monitor all 4 lunches; ***Substituting:*** First quarter substituted 3 times (for 70 minutes each time), Second quarter subbed in the classroom 9 times this quarter (70 minutes each time), Third quarter I substituted 3 times (for 70 minutes each time), Fourth Quarter on top of Subbing 6 times this quarter I also had to help supervise ISS for one hour 7 times; ***Special Grade Level or School Wide Assemblies***: Fuel up to play 60, Wellness Week, Helped with AZ Merit assemblies; ***Special Grade Level or School Wide Events***: 6th grade behavior expectations meeting, Hosted 3 wellness events this quarter; Attended 2 District wide meetings per week, Attended 4 s***ite professional development meetings,*** Attended 1 district professional development training, Middle school dance, Walktober Week (10/13-10/17), Red Ribbon Week (10/27-10/31), Healthy Holidays (10/24-10/26), *Program Coordinator Responsibilities*: Kind Campus Coordinator, Coordinated the AVID end of year celebration/ last student of the Month/ Kindness award celebration/ Final SWAT wellness event; ***Outside Agency Meetings:*** I had three SWAT meetings; ***Special Counselor Events:*** Assisted with shoe field trip/ picked up supplies for next school year at Assistance League of Tucson including uniform vouchers; ***Assessment Proctoring or Administration:*** Helped to proctor the AZ Merit exam 3 days; ***Other Responsibilities:*** Recruited and interviewed AVID students for next school year. Coordinated transition visit tours for three schools. Judged the talent show/ Hosted AVID luncheon

**SUMMIT VIEW:** SFA Roots Component (Lead), SFA Community Connections (Lead), Social Committee Coordinator, School Leadership Team (SLT), TAT Committee, TAT Meetings, Solutions Leads meetings; Counselor Collaboration Meetings (8); Make a Difference Day, USBORNE Book fairs, Student Council Advisor, Ben's Bells Kindness Month Coordinator and Activities, Spirit week Coordinator and Activities; Instruction, Autism; Before & Afterschool Monitoring Duties: Every day parent pick up until 9/29 then Wednesday/Friday Parent pick up. Morning duty on rainy days or when needed; Lunch / Recess Duties: Every day 4/5 grade lunch - 25 minutes; planning for kindness assemblies; planning for MADD, days of caring, book fair, spirit week; helping aide student with autism, SFA Teacher, observe classroom management in teacher classrooms/coaching, District Wednesday Meetings (3), Success Highways PD, Wednesday site professional development, Meeting with Girl Scouts and USborne, set up parent bullying workshops, kindness assemblies, Summit View Olympics (assist), Canned Food Drive, Self-Harm PD, Staff Meetings every Friday, Student of the Month, District Elementary Counselor STATS Committee Member; Instruction, Autism; 504 Coordinator, PD on Wednesdays, tutoring, CPS reporting, community partner liaison, Career Day Coordinator, assist in planning and participation in Carnival, Sixth Grade Field Trip, Challenger visitation coordinator, AZ Merit Test Administrator, AIMS Test Administrator, AZ Merit kick off, Stories that Soar assembly, AVID Meeting,

**ED PROGRAM**: Wellness Committee Meetings at Elvira; Counselor's Meeting (8); Child & Family Team Meetings (CFT'S) (4); CFT's/Behavioral Health Agency Meetings/ Med Reviews 1/7, 1/9, 1/27, 2/4, 2/17, 2/24, 3/5, 3/10, 3/12, 3/13, 3/24, 3/30, 4/1, 4/2, 4/16, 4/17, 4/20, 4/30, 5/6, 5/7, 5/8, 5/14, 5/18, 5/19, 5/20; Crisis Response: CPS/TPD Reports: multiple first quarter and on 1/9, 1/23, 1/26, 3/9; Daily Lunch / Recess Duties: Eat with children in ED Program daily, Self-Harm Training, Handle with Care Training (3 days), Incident Reports, Elvira Open House, Elvira Make-A-Difference Day, Rivera Faculty Meetings, Supervision/Coverage for staff absences in classroom, field trip, etc.; Elvira SIT meetings and COP meeting, PRT trainings at Elvira 1/14 and 1/23; Elvira School Wide Crisis response debriefing meetings 3/2, 3/3, 3/4, Elvira Crisis Response Team Meetings 3/2, 3/3, 3/4, 3/9, Elvira Crisis Response Area Preparation for Receiving Students, Parents, and Staff 3/2, 3/3, Crisis Response Services for Elvira Students, Parents, and Staff in Library 3/2, 3/3, 3/4; Candlelight vigil 3/6 at Elvira; Ben's Bells assembly at Rivera 3/5, Be Kind Mural Installation at Elvira, School Dance at Rivera 1/30, Elvira and Rivera ED Collaboration Meetings, Transition Meetings, K-12 Counselors Meeting, Mandatory Site Insurance Meeting, "Addressing the Social/Emotional Health of All students" with Dr. Furlong - Outside Professional Development (04/23), Crisis Debriefing @ Star Program, Police/Bus Incident @ Rivera, Rivera AZ Merit Assembly, Rivera & Elvira School Carnivals, Daily Classroom Support/Supervision (Hatchett), AZ Merit Training & Exam, Classroom Support & AZ Merit Testing (Hatchett); 4/13, 4/14, 4/15, 4/20, 4/21, 4/27, 4/28, 4/29, 5/4, 5/5, 5/11, 5/12, 5/13, 5/18, 5/19, Shyann Kindness Event Preparation at Elvira (05/12)