About Chapter 339

- Requirement through PDE for school districts to develop a K-12 Counseling plan.
Chapter 339 Components

- School Counselor Assignments (updated annually)
- School Counseling Department Mission Statement
- Program Goals (updated annually)
- Stakeholders
- Role of the School Counselor
- Advisory Council
- Program Calendar
- Program Delivery
- Curriculum Action Plan - Scope and Sequence
- Organizing Career / Post-Secondary Resources
- Individualized Academic / Career Plan
- Career and Technical Strategy
- Job Description
### School Counselor Assignments

**Elementary Schools Grades K-4:**

<table>
<thead>
<tr>
<th>School</th>
<th>Counselor</th>
<th>Counselor/Student Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>Akron Elementary</td>
<td>Kyler Miller</td>
<td>1:282 *</td>
</tr>
<tr>
<td>Clay Elementary</td>
<td>Steven Lauer</td>
<td>1:482</td>
</tr>
<tr>
<td>Fulton Elementary</td>
<td>Beth Lyons</td>
<td>1:380</td>
</tr>
<tr>
<td>Highland Elementary</td>
<td>Jennifer Cordivari</td>
<td>1:417</td>
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</tbody>
</table>

**Intermediate/Middle School**

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Counselor</th>
<th>Counselor/Student Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade 5</td>
<td>Lisa Adams</td>
<td>1:351</td>
</tr>
<tr>
<td>Grade 6</td>
<td>Jay Crow</td>
<td>1:330</td>
</tr>
<tr>
<td>Grade 7</td>
<td>Alane Mowbray</td>
<td>1:341</td>
</tr>
<tr>
<td>Grade 8</td>
<td>Angela Mahlandt</td>
<td>1:326</td>
</tr>
</tbody>
</table>

**High School**

<table>
<thead>
<tr>
<th>Counselor Assignment (Last Names)</th>
<th>Counselor</th>
<th>Counselor/Student Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-Dt, Gifted Students, Department Supervisor</td>
<td>Steve Habowski</td>
<td>1:276</td>
</tr>
<tr>
<td>D-Ko, Emotional Support Students</td>
<td>Kerri Batdorf</td>
<td>1:332</td>
</tr>
<tr>
<td>Ke-Ri</td>
<td>Mike Muhr</td>
<td>1:323</td>
</tr>
<tr>
<td>Rio-Z, Life Skills Students</td>
<td>Jan Schober</td>
<td>1:344</td>
</tr>
</tbody>
</table>
The mission of the Ephrata Area School District’s School Counseling Program is to deliver a comprehensive program that provides equity and access while addressing the academic, career, and social/emotional developmental needs of all students. The program supports the school district’s mission statement through collaboration with school personnel, families, community stakeholders, and post-secondary partners. This will encourage students to reach their fullest potential in preparation for achieving future goals.
Program Goals

- Page 4 of plan.
- These are modified each year and include the three counselor domains: Academic, Career, Personal/Social.
### Stakeholders

- **Page 5**
- **Students**
- **Educators**
- **Parents**
- **Business / Community**
- **Post-Secondary**

### Action Planning Tool for 3 Goals in the Career Domain: Educators

<table>
<thead>
<tr>
<th>Program Goal</th>
<th>Standards Addressed CEW</th>
<th>Grade Level</th>
<th>Activity / Event Description</th>
<th>Data Used to Measure Impact</th>
<th>Start/End Dates</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Connecting staff to outside resources to help build programs</td>
<td>13.1.1.HI.D</td>
<td>9-12 Staff</td>
<td>Teachers invite guest career speakers into their classrooms at least one time per year.</td>
<td># of speakers that attend EHS classrooms per year</td>
<td>Apr 2023</td>
<td>Stefanie Isidoro</td>
</tr>
<tr>
<td></td>
<td>13.1.1.D</td>
<td>Staff</td>
<td>Provide and disseminate information about upcoming field trip opportunities related to teacher content areas</td>
<td># of students participating in field trips</td>
<td>Apr 2023</td>
<td>EHS Counselor(s) based on Pathway</td>
</tr>
<tr>
<td></td>
<td>13.1.1.D</td>
<td>Staff</td>
<td>Develop/ advertise field opportunities for staff to visit outside Post-Secondary option resources</td>
<td># of staff who participate in these programs</td>
<td>Apr 2023</td>
<td>Steve Habowski</td>
</tr>
<tr>
<td>Connecting Educators to the Lancaster County CTC</td>
<td>13.1.1.L.F</td>
<td>Staff</td>
<td>Staff information meeting about the Lancaster County CTC and CTC program offerings. Offer this program every four years.</td>
<td>Pre-Pub survey</td>
<td>Oct. 2019</td>
<td>Kerri Batdorf</td>
</tr>
<tr>
<td></td>
<td>13.1.1.L.F</td>
<td>Staff</td>
<td>Utilize Ephrata High School department supervisors to serve as chaparones on CTC field trips in November</td>
<td># of Dept. Supervisors going on field trips</td>
<td>Nov 2018</td>
<td>Kerri Batdorf</td>
</tr>
<tr>
<td></td>
<td>13.1.1.L.F</td>
<td>Staff</td>
<td>Staff CTC visit in-service day – EHS elective staff would visit CTC programs that are related to their department.</td>
<td># of elective staff members who visit CTC programs in their field</td>
<td>Nov 2018</td>
<td>Kerri Batdorf</td>
</tr>
<tr>
<td>Wildcard – How can we educate staff about our 12 plan?</td>
<td>13.4.1.D.F</td>
<td>Staff</td>
<td>EHS Faculty meeting presentations about Chapter 339 and future goals related to this plan. (This will be at all levels EASD)</td>
<td>Post survey</td>
<td>Oct 2019</td>
<td>Steve Habowski</td>
</tr>
<tr>
<td></td>
<td>13.4.1.D.F</td>
<td>Staff</td>
<td>Create an article for the district Staff Bulletin about our completed Chapter 339 plan</td>
<td>Article publication</td>
<td>Oct 2019</td>
<td>Jan Schobert</td>
</tr>
<tr>
<td></td>
<td>13.4.1.L.F</td>
<td>Staff</td>
<td>Publish and email a copy of Chapter 339 plan to EHS Administrative team</td>
<td>Article publication</td>
<td>Oct 2019</td>
<td>Steve Habowski</td>
</tr>
</tbody>
</table>

**Ephrata School District Level:** EHS Counselors: Steve Habowski, Kerri Batdorf, Stefanie Isidoro, Jan Schobert
Role of the School Counselor

- Page 13
- Statements on how EASD counselors demonstrate
  - Leadership
  - Advocacy
  - Collaboration
  - Systemic change
Advisory Council

- Page 14
- 2 meetings per year
- Includes all stakeholders
- Provide information about our program
- Solicit input about program
- 1st meeting – November 6th.
Program Calendar

- Page 15
- Breakdown of activities by level, date and domain.

### EASD Intermediate/ Middle School (5-8) Monthly Counseling Calendar

<table>
<thead>
<tr>
<th></th>
<th>August</th>
<th>September</th>
</tr>
</thead>
</table>
| **Academic:** | 5th Grade Open House (5)  
Where is my classroom? Who is my teacher? What is my schedule?  
Orientation: What courses am I taking this year? Where are they located? (7/8) | Academic:  
Self Report of Academic Reflection  
Inventory (6)  
Academic study habits: “What are the key study habits that lead to academic success?” (7) |
| **Career:** | Career Spotlight Bulletin Board: What careers might I want to explore? (5 & 6) | Career:  
Planning/Parent Permission for CTC (8)  
Shadow Experience: (8) |
| **Personal/Social:** | 5th Grade Open House (5) | Personal/Social:  
PBIS lesson (5 & 6)  
Introduction to Guidance Services/SAP: (5/7) |
| **October** | Academic:  
Progress Reports (5 & 6)  
“How do I interpret my PR?” (7/8) | Academic:  
Report Cards (5 & 6)  
How do I interpert my RC?” (7/8) |
Breakdown of activities by:
- Curriculum
- Prevention and Responsive Services
- Individual Planning
- System Support

**Guidance Curriculum**
Provides developmental, comprehensive guidance program content in a systematic way to all students preK-12.

**Prevention, Intervention and Responsive Services**
Addresses school and student needs.

**Individual Student Planning**
Assists students and parents in development of academic and career plans.

**System Support**
Includes program, staff and school support activities and services.
### Curriculum Action Plan

- **Page 43**
- **Scope and Sequence documents**

#### EHS Scope and Sequence 8-12-18

<table>
<thead>
<tr>
<th>Standard(s)</th>
<th>Time/Date</th>
<th>Context/Topic/EO</th>
<th>Skills</th>
<th>Competencies/Objectives</th>
<th>Materials</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1.1, A.1.2</td>
<td>3 March Gr 9-12</td>
<td>PACAC Regional College Fair Field Trip: How can I learn about different post-secondary opportunities at a college fair?</td>
<td>Communication, Researching</td>
<td>Students will: Identify schools that they are interested in. Discover opportunities that were not aware of. Communicate with post-secondary representatives to gather information/resources.</td>
<td>Bus Field Trip permission, Making the Most of the College Fair handout</td>
</tr>
<tr>
<td>A.1.6, A.2.1, A.2.2</td>
<td>3 March Gr 8</td>
<td>Course Selection – 9th Grade Parent Night: How can parents learn more about 9th grade courses and how they can help their child be successful in 9th grade.</td>
<td>Communication, Decision Making</td>
<td>Parents will: Be able to have informed discussions about 9th grade course with their child. Meet 9th grade staff members. Obtain information about high school expectations.</td>
<td>Parent PowerPoint, Maps, High school department representatives, Link Crew leader volunteer, Snacks</td>
</tr>
<tr>
<td>13.1.11 B.F.G.H</td>
<td>3 March Gr 11</td>
<td>Beyond Traditional Options: Gap Year Workshop (Vocational block): How can I learn more about alternative post-secondary options available after graduation? Deductive reasoning, Decision making skills</td>
<td>Students will: Use the information presented to consider alternative post-secondary options. Access agency representatives to gather more information about programs. Select informational resources for programs of interest.</td>
<td>LCD, Agency representatives</td>
<td></td>
</tr>
<tr>
<td>13.1.11, 13.2.11 B.F.G.H</td>
<td>3 March Gr 11</td>
<td>Naviance Post-Secondary Plan Exploration Lesson: How can I follow the Naviance Career and College exploration program to help me find out more about Self-Assessment, Research Skills</td>
<td>Students will: Explore areas related to their post-secondary goal. Research and begin to develop a tentative college list. They will add colleges of interest to their college list (Education PS). Create a resume using the Build a Resume Link (Employment PS).</td>
<td>Grade 11 Naviance Post-Secondary Exploration worksheet, Naviance website, Laptops</td>
<td></td>
</tr>
</tbody>
</table>
Commonly used resources utilized by K-12 counselors.
Individual Career Plan

- Page 69
- Beginning in grade 8 all students must have
- Grades 3-5 CC Spark
- Grades 6-8 Career Cruising
- Grades 9-12 Naviance
- Page 73 Pathways (5) / Clusters (16)
  - Utilized on student schedules grades 9-12
- Page 83 EHS Naviance lesson map
Career and Technical Center Strategies

- Page 86
- Used to increase awareness for students, parents, and educators regarding the Lancaster County Career and Technology Center.
Job Descriptions

- Page 99
- Counselor job descriptions for each level.
Questions?