

R2411 – Guidance and Counseling (M)

A. Counseling Services

1. The purpose of guidance and counseling services is to assist students in self-examination, self-evaluation, and analysis of alternatives so that each student can benefit most fully from his/her education and life experiences.
2. Counseling services will include:
 - a. Academic planning, and career awareness and exploration through consideration of personal interests, past and potential performance, and present opportunities,
 - b. Personal/social development including adjustment to situational problems, understanding of the consequences of personal behavior, and referral to assistance where appropriate, and
 - c. Crisis counseling to assist students undergoing extreme emotional reactions that disrupt immediate functioning, including post-crisis planning and referral for treatment as necessary.
3. All counseling services shall be free of bias on the basis of race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation, gender, gender identity or expression, ability level, socioeconomic status, or disability.

B. Career Awareness and Exploration

In fulfillment of the New Jersey Student Learning Standards, the school district shall provide a comprehensive program of guidance and counseling to facilitate career awareness and exploration for all students which shall be designed to:



1. Assist students in making informed educational and occupational choices;
 2. Develop student competency in self management, educational and occupational exploration and career planning;
 3. Make students aware of the relationship among personal qualities, education, training and the world of work; and
 4. Acquaint students with the relationship between achieving academic standards and the attainment of career goals.
- C. Consulting Services
1. The purpose of consulting services is the improvement of the instructional program and the delivery of educational services by the collaboration of those staff members responsible for the instructional program and the development of individual students.
 2. Consulting services will include:
 - a. Identification of the needs of students,
 - b. Identification, evaluation, and program implementation of students with special needs,
 - c. Development and implementation of preventive and supportive programs to address such problems as student attendance, violence, and suicide,
 - d. Alerting professional staff to the purposes, functions, and availability of guidance and counseling services,
 - e. Encouragement of cooperation among teaching staff members and parent(s) or legal guardian(s) in resolving individual student problems and addressing student needs,



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- f. Establishment and maintenance of fruitful relationships with State and local agencies for the purpose of professional referral and the sharing of experiences,
- g. Cooperation with business and industry to facilitate student job placement and vocational training, and
- h. Maintenance of a library of educational and occupational information.

D. Evaluation

The program of guidance and counseling will be reviewed periodically to determine its strengths and weaknesses. The following information may be gathered and analyzed in that review:

- 1. Annual record of graduate placements in post-secondary situations;
- 2. Assessments of past graduates as to the effectiveness of guidance services received in the high school;
- 3. Analysis of the efficacy of outside referrals;
- 4. Assessments by persons not employed in the school district and expert in the field of guidance and counseling; and
- 5. The personal evaluations of the guidance and counseling staff members to identify weaknesses in the administration of the program.
- 6. Results of surveys of parents and staff evaluations of guidance services.

E. Lines of Communication for Students and Parents

Students and parents are encouraged at all times to seek out appropriate school personnel to express their viewpoints and concerns about the overall operation of the school. The following options are open:



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1. Individual teachers are available to meet with students after school to assist them with their school work and to listen to their concerns.
2. Guidance counselors are available during the school day at the Senior High School and the Millburn Middle School for individual student conference.
3. Class advisors meet regularly with class officers to discuss and to plan meaningful social programs for the classes.
4. Each Principal maintains liaison through frequent meetings with representatives of parents and students. This group represents a cross section of the student body, and discusses school problems and the overall operation of the school.
5. Secondary school administrators are always available to meet with students, parents and teachers as the need arises.
6. The Student Council serves as a forum for students to express their viewpoints on the governing of the school.

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