

Annual Calendar

School: Woodward Career Technical High School Academic

Year: 2020/2021

A minimum of 80% of time recommended for direct and indirect student services and 20% or less in program planning and school support

Month	Delivering		Program Planning and School Support <i>(Defining, Managing, Assessing, Fair-Share Responsibilities)</i>
	Direct Student Services Activities <i>(Include dates of school counseling initiatives or events, classroom and group activities, career or college nights, schoolwide academic support events, etc.)</i>	Indirect Student Services Activities <i>(Significant collaborations, leadership and advocacy activities)</i>	
Ongoing Services	Individual Counseling Assessment and Data Analysis Multi-Tiered levels of Support (MTSS) Review of Records Student Success Plans Student Safety Plans	Staff Meetings Resource Coordination Team Meeting Collaborations IEP Meetings 504 Meetings and Referrals Parent/Guardian Communication PBIS	District Counseling Department Meeting Woodward Counseling Department Meeting Sophomore + Junior Teacher Team Meetings Staff meetings Professional Development Supervision
August	Introduction Classroom Instruction	Bitmoji Classroom/Office Design College Consortium Virtual College Rep visits Scheduling Transcripts Teacher and Staff Collaboration	CPS School Counselor Professional Development Naviance and PowerSchool Training
September	Classroom Instruction: 3E Pathways; Grad Pathways Individual Counseling Junior 3E planning meetings Graduation Requirements Parent/Student Conferences	Junior Graduation Progress/Pathways Forms Scheduling Transcripts Individualized Graduation Planning Teacher and Staff Collaboration	OACAC – Articulation Seminar
October	Check and Connect Check Ins Individual Counseling Group: Support Squad Junior 3E planning meetings Graduation Requirements Parent/Student Conferences Remote Learners Meetings College Planning Meetings	UC Blue Ash Representative Info Session Junior Graduation Progress/Pathways Forms Scheduling Transcripts Individualized Graduation Planning Teacher and Staff Collaboration HBCU Virtual Homecoming	Check and Connect Training All Ohio Counselor Meeting Summer Melt Conference Virtual College Search Training
November	Junior 3E planning meetings Check and Connect Check Ins Individual Counseling Support Squad Group	Junior Graduation Progress/Pathways Forms Scheduling Transcripts Individualized Graduation Planning	

	Wellness Group	Teacher and Staff Collaboration	
December	Junior 3E planning meetings Check and Connect Check Ins Individual Counseling Wellness Group Advisory Presentation	Individualized Graduation Planning Teacher and Staff Collaboration	
January	Sophomore 3E planning meetings Check and Connect Check Ins Individual Counseling Wellness Group	Local Seals Presentation Individualized Graduation Planning Teacher and Staff Collaboration Junior Year College Knowledge Meeting KISR Meeting Department Meeting Social Worker Collaboration Project Connect Resource Planning	Diversity Training ABA/Autism Support Training
February	Sophomore 3E planning meetings Check and Connect Check Ins Individual Counseling Wellness Group ACT Planning Meetings	Scholarship Night Presentation W/College-Bound Seniors Individualized Graduation Planning Teacher and Staff Collaboration ACT Scheduling FAFSA Meeting	
March	Classroom Instruction: Junior Graduation Requirements Sophomore 3E planning meetings Junior Check In meetings Check and Connect Check Ins Individual Counseling ACT planning meetings (Juniors) Wellness Group GIRLS Group	Midwest College Consortium Individualized Graduation Planning Teacher and Staff Collaboration ACT Makeups Scheduling	CPS Opportunities for Ohioans with Disabilities (OOD) Professional Development
April	Junior Check In meetings Check and Connect Check Ins Classroom Instruction: Sophomore Grad Requirements Individual Counseling GIRLS Group	Individualized Graduation Planning Teacher and Staff Collaboration	