

Glassboro Public Schools  
School Counselor's Monthly Report

School: **Dorothy L. Bullock**

Submitted by: **Katie Evans**

Month and Year: **March 2025**

School Days in Month: **21**

Total Number of Counselees: **288**

Individual Sessions: **228**

Number of Students in Group Sessions: **60**

Number of Classroom Lessons: **18**

Total number of Parent Contacts- By Phone: **67**

By Email: **133**

Parent sessions: **5**

Total Number of Consultations with Teachers, Administrators and Child Study Team Members:  
**869**

Total Number of Conferences with Teachers, Administrators and Child Study Team Members:  
**19**

Total Number of Contacts with outside Services, Agencies, Schools: **79**

**Meetings Attended:** Character Council District Team (3/4); OT student concern (3/4); NJMTSS (3/4); Character of Champions School Team (3/5); 504 Annual Review (3/6); Threat Assessment (3/10); 504 Annual Review (3/11); Team Meeting for student concern (3/11); 504 Annual Review (3/12); Pre-conference for 504 meeting (3/17); Reviewed medical update for 504 plan (3/17); Rutgers Mental Health Team (3/17); 504 Reevaluation (3/19); 504 GT enrichment for 504 students (3/20); 504 Annual Review (3/24); Parent Meeting (3/25); Pre-meeting for 504 planning (3/27); 504 Annual Review (3/28); 504 Initial Eligibility (3/31)

**Trainings Attended:** CAP 1<sup>st</sup> and special education trainings (3/7); CPR (3/14); Enhancing School Safety using a threat assessment model Advanced training (3/18)

**Additional Activities:**

**Threat Assessment:**

- preliminary threat (2)
- threat assessment (4)

**504:**

- consultation with teachers regarding 504 plans
- 504 acceptance of responsibility forms
- reevaluation 504 packet ( )
- updated 504 plan (4)
- 504 teacher feedback form (4)
- written consent for 504 meeting and meeting invite email (8)
- virtual 504 teams meeting link (1)
- 504 consent for plan (6)
- 504 annual review (5)
- 504 reevaluation meeting (1)
- 504 meeting reminder (8)
- 504 initial eligibility packet (3)
- 504 plan shared with team (6)
- new 504 plan developed (1)
- 504 termination notification (1)
- reschedule 504 meeting with new written consent and invitation (1)
- consideration list developed and sent to 504 team and special area staff to monitor student who no longer meets eligibility requirements
- 504 ineligibility letter (1)
- 504 follow-up email and phone call (6)
- organized note sheet for 504 accommodation supports for student from 23-24 school year

**Character:**

- email reminder about livestream event on 3/3
- Livestream event to display Positive Attitude Talent Showcase and introduced text of the month- "The Big Cheese" (3/3)
- presented certificates to students who participated in Positive Attitude showcase and sent happy emails to families with picture of student with certificate and displayed project
- Positive Attitude PP shared out with staff along with link to Humility text
- created Humility classroom lesson sing-up sheet
- Pen Pal exchange event email reminder
- sent out livestream link for March event on 3/3
- creation of Humility PP and Humility Character Talent showcase bulletin board with Dr. Castro
- updated school counseling webpage with monthly character updates

- emailed staff mentoring event flyer and station activities for Humility Hubs
- created and organized materials for Humility Hub stations including expectation posters for each station
- helped edit Promising Practice application
- edited Action Plan for Character Application process
- created posters for Family Night with student council representatives
- thank you to staff for success of Pen Pal exchange event
- family night staff member volunteer list
- tracked and ordered materials for family night
- selected April text of the month-The Recess Queen

#### **NJSLA Testing:**

- NJSLA training PP slideshow presentation for 2025
- downloaded 2025 NJSLA materials
- updated MLL PNP plans for transfer students

#### **Other:**

- CICO programming
- created paper-based check out card system
- created google form check out card system
- helped with tiered approach to threats with IEP student
- Care Solace warm hand-off (4)
- recommend Mobile response support ( )
- support during parent-teacher conferences-emailed staff reminder about support offering
- 1<sup>st</sup> grade concert support including supervision of 5<sup>th</sup> grade band/orchestra students and breaking down of chairs
- shared counseling resources (1)
- shared Rowan Reading Clinic registration information (2)
- supported creation of data collection sheet for student of concern to track sensory supports and behaviors
- helped teacher develop strategy regulation card for student (2)
- collaborated on goodbye lesson for staff member leaving classroom -provided link to text and activity sheet
- collected sensory data on student from teacher and parent input
- teams meeting link invite and email for virtual parent-teacher concern (1)

## Bullock Counseling Report

March 2025

### T. Belcher

Daily Morning Announcers and Morning Announcer Practice	5 Groups	Students 30
Individual Counseling		Students 424
Classroom Guidance Lessons	14 Classes	Students
Peer Conflict Groups	17 Groups	Students 58
Student Agree to Disagree Peer Meetings		Students 5
Welcome New Student Group	2 Group	Students 5
Other Groups	15 Groups	Students 54
Lunch Groups	13 Groups	Students 41
Lunch Group – Related to an ongoing HIB	0 Lunches	Students 0
Daily Student Check In's for the month		40
In-Person Parent Conference with AP		0
In-Person Parent & Student Conference with AP re: Bullying		0
In-Person Parent & Student Conference re: Bullying		0
Parent Calls & Parent/Student Phone Conferences		19
Calls with Principal or AP (HIB Related)		
ABS HIB Investigation Support & Student Investigation Support		
Investigation Statements		6
Teacher Consultations		69
Teacher & Student Conferences		5
Aide Consultations		4
ESL & Student		4
ESL Staff		2
AP & Student Meetings		7
AP Student Consultations		5

## Principal Consultations

Principal & Student Statements/Follow-up/Calls	3
Threat Assessments	1
Threat Assessment Parent Meeting w/ Admin	0
Lunch Duty	0
Daily AM Hall duty	Daily
PM Hollybush Walkers	Daily
CST Student Consultations	5
CST and Student	4
CST & Student Meeting	2
CST & Guidance Monthly Meeting	
DCP&P	2
Guidance Counselor Consults@ Bullock and Other	6
Mental Health Contacts	3
Homeless Liaison and Student Transition Contacts	1
GCDC Consults to assist student/parent	2
Nurse	2
Counselors HIB Meeting March 25th	