

Glassboro Public Schools
School Counselor's Monthly Report

School: **Dorothy L. Bullock**

Submitted by: **Katie Evans**

Month and Year: **September 2024**

School Days in Month: **18**

Total Number of Counselees: **289**

Individual Sessions: **247**

Number of Students in Group Sessions: **42**

Number of Classroom Lessons: **23**

Total number of Parent Contacts- By Phone: **58**

By Email: **67**

Parent sessions: **2**

Total Number of Consultations with Teachers, Administrators and Child Study Team Members:
678

Total Number of Conferences with Teachers, Administrators and Child Study Team Members:
5

Total Number of Contacts with outside Services, Agencies, Schools: **33**

Meetings Attended: Rutgers Mental Health (8/21); 504 Review (9/3); Guidance/Admin Team (9/3); Faculty Meeting (9/4); Character of Champions-school level (9/11); Dr. Castro collaboration with livestream event (9/12); Student Tour Guide Leaders (9/13); 504 review with food director (9/12); Threat Assessment (9/13); Pre-504 Meeting (9/17); Faculty Meeting (9/17); Student concern considerations (9/23); HIB self-evaluation (9/24); 504 Annual Review (9/27); Dr. Castro collaboration with livestream event (9/30); BSI/CAST (9/30); 504 Initial Eligibility Meeting (9/30)

Trainings Attended: Health, Tech, Safety and Security District Training (9/3); Teachers Troubleshooting Trauma-based Behaviors Workshop; Handle with Care (9/24)

Additional Activities:

Threat Assessment:

-threat assessment (3)

-threat assessment screener (5)

-coping strategy card

504:

- consultation with teachers regarding 504 plans
- 504 acceptance of responsibility forms
- amendment without meeting 504 plan (1)
- created annual 504 review schedule
- 504 quick reference guide by grade level for special area staff
- reevaluation 504 packet (1)
- initial eligibility packet (4)
- email 504 plan to staff members for review
- Teams meeting invitation for 504 review (1)
- 504 teacher feedback (3)
- 504 signatures for review of documents
- 504 reassess meeting invite (2)
- 504 annual review meeting invite (2)
- 504 initial eligibility meeting (1)

Character:

- Week of Respect planning with T. Belcher and Glassboro School Counselors
- created character launch PowerPoint including PRIDE
- helped run character launch assemblies for each grade level
- Mentoring event 1st/5th flyer and email to teachers
- hosted mentoring event for Wisdom in cafeteria
- character strengths plate activity with staff/Starfish story
- led school character meeting
- created bibliotherapy link for school regarding texts for each month
- Who's Who Mentoring Event Slide/extra templates

Other:

- new student orientation google spreadsheet and new student forms
- supported 1st grade orientation
- ran new student orientation with 5th grade student tour guide leaders
- presented counseling aspects to staff-PP and reference guide (DCPP, threat assessment, HIB)
- created google form sign-up for Sept. counseling lessons
- Exit 2 parent pick-up forms
- back to school night brochure, poster, and resource table in collaboration with T. Belcher

- HIB self-assessment-completed in collaboration with T. Belcher
- updated counseling webpage to include Month of Respect page
- led student tour guide training
- created google spreadsheet with tour guide pairs and dates of tours
- consent form for outside therapist (2)
- new student group permission slips
- set up new student groupings
- PASS data concerns form last year-check-ins
- new student tours (2)
- peer contract (1)
- regulation schedule for student
- parent concern meeting Teams link (1)

Bullock Counseling Report

September 2024

T. Belcher

Peer Conflict and Mediation	Students	8
Peer Mediation Contacts and Parent Calls		6
Lunch Groups	9 Groups	Students 31
Classroom Guidance Lessons 3-5	Classes	12
Individual Student Counseling		255
Daily Student Check In's for the month		39
Weekly Meetings with prior HIB Offenders and Victims		5
September HIB Investigations (Assistance)		2
Threat Assessments w/VP		2
Threat Assessment Parent Conferences/Admin		
Peer Conflict Interventions w/VP	Students	4
Parent Phone Calls & Conferences/Calls		17
Parent/Student Phone Conferences		6
Calls to Parents with Principal (HIB Related)		2
Teacher Consultations		84
Student & Teacher Conferences		6
Daily AM Hall duty	Daily	
PM Hollybush Walkers	Daily	
VP/Principal Contacts with students		6
DCP&P		3
Mental Health Contacts		0
CST Consults		3
September VP and Guidance Meeting – Bullock Rules & Expectations		
September Grade Level Rules & Expectations for 1-5		

September 13 – Threat Assessment Training Meeting

September 16 – Legal One PD – Bullying Discrimination Law & Public Schools