



Responsible Offices: Office of the Deputy Superintendent

BOARD POLICY 5050

ACADEMIC PLANNING, COUNSELING, AND STUDENT SUPPORT

PURPOSE

The Board of Trustees ("Board") is committed to providing students with school counseling, guidance, and other support as part of the Washoe County School District's ("District") overall educational program and achieving its mission of academic excellence and success for all students. Guidance and support efforts include counseling and intervention services, student academic and graduation planning, and similar programs designed to give students and their families an understanding of the requirements necessary to graduate ready for college, the military, and/or highly-skilled careers. This policy and any associated regulations and procedures shall establish these commitments.

POLICY

1. Guiding Principles

- a. The Board recognizes that students and their families need the guidance and support of District staff and services to develop, manage, and implement plans to guide students on the path to post-secondary success.
- b. Plans shall be developed, communicated, and implemented for students to establish their specific educational goals to succeed academically and advance through each grade, toward graduation. Academic planning, in its various forms, shall be a combined effort between staff, students, and their parent(s)/guardian(s).
- c. The District seeks to provide additional support to students through services that may include, but are not limited to, Social Emotional Learning (SEL), school counseling, and other intervention programs.

2. Guiding Practices

- a. School counselors, teachers, and other staff shall assist and guide students in becoming productive members of society by supporting them in areas to include academic development, social/emotional growth, and career development. The District seeks to ensure this is a collaborative

process by engaging staff, students and their families, and the community in this effort.

- b. The District's school counseling, guidance, and other support initiatives are designed to assist every student in acquiring the knowledge, skills and attitudes needed to become a responsible citizen who is college-, military-, or highly skilled career ready and a lifelong learner. This includes efforts to inform students and their families of academic programs such as career and technical education.
- c. School Counseling Services
 - i. The District is committed to providing school counseling services in accordance with state laws and regulations, ethical standards, and District policies and regulations. However, the Board recognizes that the extent to which these services are offered may be influenced by budget limitations.
 - ii. School counselors shall be allotted sufficient time each school year to carry out the duties related to school counseling, to include implementing a comprehensive school counseling program using the American School Counselor Association mindsets; behaviors for student success; K-12 college- and career-readiness standards for every student which encompasses academic, career, and social/emotional domains.
 - iii. Administrators must ensure that counselors are provided sufficient time in each school year to carry out the duties relating to school counseling, including assisting students with academic planning. Counselors must not be test coordinators although they may be assigned to participate in testing activities.
- d. Academic Planning
 - i. Academic Planning shall be utilized to guide, plan, monitor, and manage a student's educational development and make determinations of any assistance that may be necessary for the academic success of the student.
 - ii. The unique circumstances and educational background of each student should be considered during the development of academic plans with the goal of achieving academic success.

- iii. In accordance with state law, academic plans shall be specifically created for students in foster care, students in their initial year of middle school and students in their initial year of high school.

e. Graduation Planning

- i. Graduation planning shall be utilized for all students to guide, plan, monitor, and manage a student's high school educational development and make determinations of any assistance that may be necessary toward the attainment of a high school diploma and graduation from high school.
 - ii. Graduation Plans, in accordance with state law, shall be developed for students who:
 - 1. Are deficient in the credits necessary to graduate according to schedule,
 - 2. Performed poorly on the college and career readiness assessment, or
 - 3. Attended or will attend school in another country as a foreign exchange student for at least one semester.
 - iii. Graduation plans shall be designed to provide the student an opportunity to graduate within three (3) semesters after the date on which student was scheduled to graduate, at the school at which the student is zoned.
- f. The Superintendent shall create the administrative regulations and/or procedures necessary to implement the provisions of this policy to include:
- i. Methods of communicating student progress to students and their parent/guardian;
 - ii. The provisions of student academic plans; and
 - iii. The qualifications and guidelines related to graduation plans.

DESIRED OUTCOMES

- 1. Through this policy, the Board and Superintendent seek to ensure:
 - a. Parents/guardians and students work in conjunction with the school counselor, teachers, and other staff with the goal of understanding the requirements for graduation;

- b. State requirements related to academic and graduation plans are implemented; and,
- c. Students are provided the support necessary to achieve academic success.

IMPLEMENTATION GUIDELINES

1. This document reflects the goals of the District's Strategic Plan and aligns/complies with the governing documents of the District, to include:
 - a. Board Policy 5025, Student Placement and Communication of Progress – Promotion, Acceleration, and Retention
 - b. Board Policy 5200, Family Engagement
 - c. Board Policy 6600, Course of Study
2. This document complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:
 - a. Chapter 388, System of Public Instruction, and specifically:
 - i. NRS 388.165, Development of academic plan required
 - ii. NRS 388.205, Development of academic plan required for ninth grade students.
 - iii. NRS 388.155, Foster care children enrolled in elementary school; development of academic plan required.
 - iv. NRS 388.227, Establishment of individual graduation plans for certain pupils; ...
 - b. Chapter 391, Personnel, and specifically:
 - i. NRS 391.274, Policy prescribing duties, roles and responsibilities of school counselors; limitation on time counselors required to assist with test administration.

REVIEW AND REPORTING

1. This document shall be reviewed as part of the bi-annual review and reporting process, following each regular session of the Nevada Legislature. The Board of Trustees shall receive notification of any required changes to the policy as well as an audit of the accompanying governing documents.
2. Administrative regulations, and/or other associated documents, will be developed as necessary to implement this policy.

REVISION HISTORY

Date	Revision	Modification
1/15/2019	1.0	Adopted: Merged Board Policy 4116, Responsibilities and Duties of School Counselors, and Board Policy 6121, Academic Plans. Incorporated Senate Bill 132 (2017)