

Intradistrict Communication

DATE: June 20, 2018

TO: All Secondary Principals and All Counselors

FROM: Brad Sorensen, Administrator of Schools, High School Level
Michael Anderson, Administrator of Schools, Middle School Level
Shelley Nordick, Administrator, Curriculum and Staff Development
Stacy Evans, Staff Assistant, Curriculum and Staff Development
Stacee Worthen, Secondary Counselor Specialist

SUBJECT: 2018-2019 Comprehensive School Counseling Program (CSCP) Calendar

CSCP dates are planned in advance so that individual counseling teams will include them in their school and CSCP calendars.

It is essential that counselors are allowed to prioritize CSCP meetings as they work to perform their other duties and tasks assigned to them.

CTE/CSCP Summer Professional Development August 2, 2018, 8:00 am – 3:00 pm,
JATC-South Campus

CCSP Steering Committee Schedule

<u>DATE</u>	<u>LOCATION</u>
September 12, 2018	Jordan District Office – Conference Room 129
November 14, 2018	Jordan District Office – Conference Room 129
January 16, 2019	Jordan District Office – Conference Room 129
March 6, 2019	Jordan District Office – Conference Room 129
*May 15, 2019	Jordan District Office – Conference Room 129

Steering Committee meetings will host middle schools from 8:00 – 10:00 am and the high schools from 10:15 am – 12:15 pm. *The May 15th meeting will be a combined middle school/high school meeting at the District Office from 9:00 am to 11:00 am. One representative from each school (typically the team leader) is expected to attend each scheduled meeting.

In-Service Schedule

<u>DATE</u>	<u>LOCATION</u>
*October 16th or 17th, 2018	Sandy Convention Center
December 12, 2018	Jordan District Office – Conference Room 129
March 27, 2019	Jordan District Office – Conference Room 129

*October 16th and 17th is a flexible professional development opportunity to attend Pathways to Professions. Counselors will select one of each of the days to attend for 2 hours. All counselors are expected to attend each scheduled Counselor Inservice.

These inservice meetings will have two available sessions:

Session 1 from 8:00 am – 10:00 am

Session 2 from 10:15 am – 12:15 pm

Wasatch Front Counselor Fair March 5, 2019 - JATC South

New Counselor Training

<u>DATE</u>	<u>LOCATION</u>
September 6, 2018	JATC South
October 4, 2018	JATC South
*November 8, 2018	JATC North
January 31, 2019	JATC South

All new counselors and interns are expected to attend New Counselor Training which will be held from 8:00 am to 10:00 am with one exception. *On November 8th, the training will be held from 8:00 am to 1:00 pm to allow tours of both Jordan Academy for Technology and Careers campuses.

GT/Credit Committee

<u>DATE</u>	<u>LOCATION</u>
September 13, 2018	Auxiliary Services Building - PDC 102
November 15, 2018	Auxiliary Services Building - PDC 102
January 10, 2019	Auxiliary Services Building - PDC 102
March 14, 2019	Auxiliary Services Building - PDC 102
April 11, 2019	Auxiliary Services Building - PDC 102
May 16, 2019	Auxiliary Services Building - PDC 102

GT/Credit Guideline Committee meetings will host middle and high school representatives from 8:00 am to 11:00 am. School counseling team representatives are selected by the Administrator of Schools (High School Level) and the Jordan School District Secondary Counselor Specialist. If a representative is not able to attend a scheduled meeting, they should send another member of their counseling team.

cc: Jason Skidmore, Ben Jamison, Michael Heaps, Sonja Burton, Fulvia Franco