

Intradistrict Communication

DATE: June 30, 2022

TO: Elementary School Principals

FROM: Michael Anderson, Associate Superintendent
Jill Durrant, Administrator of Elementary Schools
Lisa Robinson, Administrator of Elementary Schools
April Gaydosh, Administrator of Elementary Schools
Becky Gerber, Administrator of Elementary Schools
Travis Hamblin, Director of Student Services
Stacey Worthen, Counselor Consultant

SUBJECT: Elementary School Counselors

With the addition of 42 elementary school counselors Jordan District is now able to implement a full K-12 counseling program benefitting students and staff alike. To ensure initial and long-term program success, the K-12 program will include (but not limited to) the following:

- **Hiring highly qualified candidates**
 - Hiring and retaining highly qualified Elementary School Counselors is a top priority. Elementary School Counselors will be interviewed and placed at elementary schools by the District's Counselor Specialist to ensure that each school receive a highly qualified candidate. Schools may not hire their own elementary counselor. Please direct any counselor interested in an elementary position to apply using the district's position advertisement.
 - Each elementary counselor will need an office where they can meet privately with individuals and/or small groups. Schools are encouraged to begin finding and creating the needed space, ordering a computer, access to a printer, phone, and other office supplies.
 - Elementary school counselors may not function as classroom assistants, program specialists, classroom teachers, etc.
- **School administrator training**
 - Beginning Fall 2022, training will include resources on school counselor expertise, how to implement and utilize these professionals, and what elementary counselors may and may not do.
- **Elementary School Counselor Training**
 - It is essential that elementary school counselors be allowed to prioritize their training, PLC's, and professional development offered through the District's Counselor Consultant. All trainings will be communicated through upcoming JAM's.

Please direct any questions you may have to your Administrator of Schools or Stacey Worthen, Counselor Consultant (801.567.8309 or stacee.worthen@jordandistrict.org).