



COVID-19 School Dismissal Jordan School District *COUNSELORS*

Social Distancing is the directive we have received from the Governor and the state Superintendent. Jordan School District employees are still working during this two-week period or until directed otherwise. Please make sure that you ***work directly with your Principal*** and your counseling teams to determine how to best meet the needs of your students emotionally and academically. I am providing a list of options as to how to best meet these needs, as well as continue to work as a support to your school and your team.

Recommendations:

- Daily/Weekly/Bi-Weekly Department Meetings via Google Hangouts, Meet or Zoom
- Use Meetings to determine needed supports/assigned task completions
- Use email, Setmore, Google Appointments/Docs, etc. to allow students/parents to schedule appointments, as needed
- Assign office hours for individual sessions using Google Hangouts, Meet or Zoom
 - Individual sessions should be 2 layers deep w/Counselors or use audio only
- Reach out to frequent fliers
- *Please make sure all seniors are aware of their graduation status and appropriate measures are in place for them to work towards graduation.*
- Work with SRO in case there is an emergency or need for welfare check
- Work as a team to develop and/or update curriculum on Google Classroom/Canvas
 - TA Lessons--SEP
 - Develop lessons on Google Classroom/Canvas
 - Transitioning back to School
 - Groups
- Work with your admin and teachers and help reach out to students that are not actively participating in their online schooling
- Professional Development
- Complete Assigned Yearly Tasks
- Contact parents for students that did not hand in course selection cards/Arena Scheduling
 - Create a screencast/video, etc. for students and parents to see how to choose their core classes
- Contact parents/students needing credit recovery
- Make sure parents/students know how to access credit recovery
- Contact parents of 9th graders that are currently failing 3rd quarter classes to make sure they are aware of that and discuss what the student needs to do to pass
- Working with principal on master scheduling for next year
- Plan for upcoming 7th & 9th grade PCCRs
 - Put PCCRs on Google Classroom/Canvas
 - E-Mail Credit check without any identifiable information to students and parents
- Develop a plan for transitioning students back to school

- High social/school anxiety
- School routine
- Set up a Google Classroom or Facebook Live for Counseling Center
 - Study Tips
 - Stress/Anxiety
- Work on prep for next year's interim review –
 - Review and update evidence files
 - Focus on Data presented
 - CTE Surveys Needs Assessment
 - SOAR
- Teachers
 - Availability
 - Check in
 - Coping (divide by dept).

Informational App (per Markie Harper)

- Google Voice app (I don't think it can connect to district gmail, so it would have to be a personal account). Download the app, follow the prompts, pick a phone number, and voila! Use your cell phone without your cell number showing to the caller.

Sample Daily Schedule:

Morning Meeting (7:30-8:00)

Theme: Welcome -

Office hours:

10:00 Counselor 1

11:00 Counselor 2

1:00 Counselor 3

2:00 Counselor 4

Pair for the day:

Counselor 1/Counselor 2

Counselor 3/Counselor 3

Sample Video Lessons:

For Parents

- Structure
 - Planning
 - Time Management
 - Work space
 - Family time/breaks
 - What Breaks look like, Examples:
 - Breakfast / lunch provided for students:
 - Breakfast: 8-9am
 - Lunch: 11am-12pm
 - To go only—you cannot stay and eat.
 - Modeling
 - Reinforce (Breaks)
 - Highlight Success

- How to Talk with Kids about News
 - Coping skills
 - Coping skills for adults
- Helpful apps

For Kids

- Counseling Availability
 - Office Hours?
 - How to sign up?
 - Skype/Google Hangout/Canvas?
 - Weekly check-ins
- Structure
 - Schedule
 - Create Schedule
 - Check your district email!
 - Try to keep current routine best you can
 - Get sleep (go to bed/wake up at same time)
 - Prioritize
 - Make a list
 - Keep classwork time sacred
 - Plan breaks
- Review Teacher Expectations
 - Good time to catch up on missing work.
- Coping
 - Crisis Resources
 - New situation for everyone
 - Changes will happen
 - Do what you can
 - WASH YOUR HANDS
 - Social distancing

Ideas to put on your website or share in email:

Food Pantry

Our food pantry will be open to help families in need. Please call the Counseling Center at XXX-XXX-XXXX (insert your # specific school numbers).

Food Service

Please note the change in meal times. Grab-and-go school breakfast will be served at elementary schools that currently offer breakfast from 8-9:00 am. Grab-and-go school lunch will be served from 11:00 a.m.-12:00 p.m. at elementary schools. Any Jordan District student can go to any Jordan District elementary school for meals by using their student I.D. number. Regular meal pricing applies:

- Free and reduced eligibility applies to all meals.
- Secondary student pricing: \$1.00 for breakfast, \$2.00 for lunch

Chromebooks and Internet Services:

Chromebooks are available for check out (specific to your school).

Internet Service: Click link here for applying online: <https://www.internetessentials.com/>

Internet Essentials Hotline: 1-855-846-8376

More information can be found on (website specific to your counseling center/school)

Counseling Center Phone # XXX-XXX-XXXX (# specific to your counseling center)

The Counseling Center will be open from Xam-Xpm for phone calls and help with (food pantry, etc.). Counselors will be working from home and are available from Xam-Xpm Monday-Friday to answer emails. If you call the number listed above, please leave a message and your counselor will get back to you during the regular office hours. Below you will find your counselor contact information. Students are assigned by first letter of last name (Insert Table w/Phone Number, E-Mail, etc.).

Self Care:

[Taking Care of Your Mental Health in the Face of Uncertainty](#)

[Staying Emotionally Well During COVID-19](#)

[How to Keep Coronavirus from Affecting Your Mental Health](#)

[Taking Care of Your Behavioral Health](#)

[Free Online Course on Happiness taught by Yale University](#)

Parent Resources:

[Parent Information and Resources](#)

[Home-Schooling Tweens and Teens During Coronavirus](#)

[Closings My Kid's School is Closed, Now What?](#)

[How to Talk with your Children about COVID-19 - Video](#)

Anxiety, Depression and Suicidal Thoughts:

[ImaginAction](#) - Helpful guides on how to be more in control of distressing feelings.

[SafeUT](#) - An app you can download to submit a confidential report about someone you are concerned about. There is also a chat or crisis line feature if you or someone you know needs to talk.

WARMLINE: 801-587-1055:

This line is for Salt Lake County residents who are not in crisis, but seeking:

- Support
- Engagement
- Encouragement
- Certified peer specialists offer support and empower callers to resolve problems by fostering a sense of hope, dignity, and self-respect
- Callers may speak with peer specialists daily from 8 am to 11 pm

Crisis Line and Mobile Outreach Team -

The community crisis service programs are designed to provide community members with a full range of options to help solve the crisis in the best setting possible. Our team of professionals are highly trained in mental health crisis management and suicide prevention.

[Mental Health and Community Resources](#) - These services may be limited but websites have valuable information.

Community Resources: [211](#)

Resources for mental health support, housing, hospital, libraries, homeless/food information and much

MHAP Referrals:

Mental Health Referrals will still be processed as usual.

Make-up Work:

If you are unsure about what packet(s) you might need, please email your counselor for the best available options.

Please be flexible.

Please work with your Administrators to make sure staff are doing ok.

[Jordan District EAP](#) – This is free to all employees.

[Jordan District Health & Wellness Website](#)

Support and help others as needed and as requested by administrator.

Additional Resource Support Links:

<http://www.rethinked.com/> - Rethink Ed curriculum includes SEL, Mental Health, IEP, assessments, etc.

<https://www.cfchildren.org/> - Second Step

<https://www.schoolcounselor.org/> - ASCA supports

[CASEL](#) – Collaborative for Academic, Social and Emotional Learning

<https://www.pbis.org/> - PBIS

<https://www.pbisworld.com/> - PBIS World

<https://www.pbisworld.com/> - HOPE Squad Student Supports

www.samhsa.gov - SAMHSA