

## Policy 6164.2: Guidance/Counseling Services

Original Adopted Date: 05/21/2014 | Last Revised Date: 06/15/2016

New Revised Date: 06/21/2023 (Pending Board Approval)

The Governing Board recognizes that a structured, coherent, and comprehensive counseling program promotes academic achievement and growth, and serves the diverse needs of all district students. The district shall provide an educational counseling program that offers students services and supports within a Multi-Tiered Systems of Support (MTSS) framework, in accordance with law. Counseling staff shall be available to provide students with individualized reviews of their educational progress toward academic and/or career and vocational goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning and well-being.

The Superintendent or designee shall ensure that all persons employed to provide direct school counseling, school psychology, and/or school social work services to students, and/or implement equitable school programs and services that support students' academic and social emotional development and college and career readiness shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position such positions shall be clearly defined in a job description.

### Responsibilities of school counselors include, but are not limited to:

1. (cf. 4112.2) Engaging with, advocating for, and providing all students with direct services, such as individual counseling, group counseling, risk assessment, crisis response, and instructional services, including mental health and behavioral, academic, and postsecondary educational services and indirect services, including but not limited to, positive school climate strategies, teacher and parent consultations, and referrals to public and private community services

Certification)

~~Responsibilities of school counselors include, but are not limited to:~~

~~1. Engaging with, advocating for, and providing support for all students with respect to learning and achievement~~

- ~~2. Planning, implementing, and evaluating school counseling programs to promote the academic, career, personal, and social development of all students, including students from low-income families, foster youth, homeless youth, undocumented~~

youth, and students at all levels of academic, social, and emotional abilities

- ~~3.~~ 3. Using Working within a MTSS that uses multiple data sources of information to monitor and improve student behavior, attendance, engagement, and achievement

~~4.~~ Collaborating and coordinating with school and community resources

- ~~4.~~ 5. Developing, coordinating, and supervising comprehensive student support systems in collaboration with teachers, administrators, other pupil personnel services professionals, families, community partners, and community agencies, including county mental health agencies

- ~~5.~~ 5. Promoting and maintaining a safe learning environment for all students by providing restorative justice practices, positive behavior interventions, and support services, and by developing a variety of intervention strategies, and using those strategies, to meet individual, group, and school community needs before, during, and after a crisis

~~(cf. 5131 – Conduct)~~

~~(cf. 5131.2 – Bullying)~~

~~(cf. 5138 – Conflict Resolution/Peer Mediation)~~

~~(cf. 5144 – Discipline)~~

- ~~6.~~ 6. Intervening to ameliorate school-related problems, including issues/problems related to chronic absences and retention

~~(cf. 5113.1 – Chronic Absence and Truancy)~~

- ~~7.~~ 7. Using research-based strategies to promote mental wellness, reduce mental health stigma, conflict, and student-to-student identify characteristics, risk factors, and warning signs of students who develop, or are at risk of developing, mental health and behavioral disorders and who experience, or are at risk of experiencing, mistreatment and, including mistreatment related to any form of conflict or bullying

- ~~8.~~ 8. Improving school climate and student well-being by addressing the mental and behavioral health needs of students during a period of transition, separation, heightened stress, and critical changes, accessing community programs and services to meet those needs, and providing other appropriate services

~~(cf. 5137 – Positive School Climate)~~

- ~~9.~~ 9. Enhancing students' social and emotional competence, character, health, civic engagement, cultural ~~legacy~~ literacy, and commitment to lifelong learning and the pursuit of high-quality educational programs

~~(cf. 6142.4 – Service Learning/Community Service Classes)~~

~~10. 10.~~ Providing counseling interventions and support services for unduplicated students who are classified as English learners, or foster youth, homeless children, and students eligible for free ~~or~~ and reduced-priced meals, ~~or foster youth,~~ including enhancing interventions and support services that enhance equity and access to the appropriate education ~~system~~ systems and ~~community~~ public and private services

~~(cf. 0460 – Local Control and Accountability Plan)~~

~~(cf. 6173 – Education for Homeless Children)~~

~~(cf. 6173.1 – Education for Foster Youth)~~

~~(cf. 6174 – Education for English Language Learners)~~

11. 11. Engaging in continued development as a professional school counselor

~~(cf. 4131 – Staff Development)~~

## **Educational And Career Counseling**

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so that they may participate in the counseling sessions and decisions. ~~(Education Code 221.5)~~ (Education Code 221.5)

The educational counseling program shall include academic counseling and postsecondary services, in the following areas (Education Code 49600):

~~(cf. 5145.6 – Parental Notifications)~~

~~The educational counseling program shall include academic counseling in the following areas: (Education Code 49600)~~

1. 1. Development and implementation, with parent/guardian involvement, of the student's immediate and long-range educational plans
2. 2. Optimizing progress towards achievement of proficiency standards and competencies
3. 3. Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes
4. 4. Academic planning for access and success in higher education programs, including advisement on courses needed for admission to ~~public~~ colleges and universities, standardized admissions tests, and financial aid

~~5.~~ 5. Career and vocational counseling, [High-quality career programs at all grade levels](#) in which students are assisted in doing all of the following:

- ~~a.~~ a. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition
- ~~b.~~ b. Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success
- ~~c.~~ c. Developing realistic perceptions of work, [self-efficacy for the ever-changing work environment](#), [the changing needs of the workforce](#), and the ~~effect~~[effects](#) of work on ~~lifestyle~~[quality of life](#)
- ~~d.~~ d. Understanding the relationship between academic achievement and career success, and the importance of maximizing career options
- ~~e.~~ e. Understanding the value of participating in career technical education ~~and work-based learning activities and~~ [pathways, programs, and certifications](#), including, but not limited to, ~~service learning, those related to~~ regional occupational centers ~~and programs, partnership programs, job shadowing, and mentoring experiences~~ [and centers, the federal program administered by the United States Department of Labor offering free education and vocational training to students, known as "Job Corps," the California Conservation Corps, work-based learning, industry certifications, college preparation and credit, and employment opportunities](#)

~~(cf. 6178 – Career Technical Education)~~

~~(cf. 6178.1 – Work Based Learning)~~

~~(cf. 6178.2 – Regional Occupational Center/Program)~~

f. ~~f.~~ Understanding the need to develop essential employable skills and work habits

g. Understanding the variety of four-year colleges and universities and community college vocational and technical preparation programs, as well as admission criteria and enrollment procedures [as well as understanding entrance requirements to the Armed Forces of the United States, including the benefits of the Armed Services Vocational Aptitude Battery \(ASVAB\) test](#)

The district's educational counseling program also may include, but not be limited to, identification of students who are at risk of not graduating with ~~the rest of their class~~ [peers](#), development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to postsecondary

education or employment, and counseling regarding available options for ~~a student to continue his/her education if he/she fails~~students who fail to meet graduation requirements: to continue with their education.

The Superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all high school students subject to compulsory continuation education. (~~Education Code 48431~~)

(~~cf. 6184~~—(Education Code 48431))

As part of the district's educational counseling program, students may be offered mental and behavioral health services under which a student may receive prevention, intervention, short-term counseling services, and mental health related classroom instruction to reduce stigma and increase awareness of counseling support services.

~~Continuation Education)~~

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

(~~cf. 0410 - Nondiscrimination in District Programs and Activities~~)

(~~cf. 5145.3~~—

~~Nondiscrimination/Harassment)~~

In addition, counselors shall affirmatively explore with ~~students~~a student the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. (~~Education Code- 221.5~~)

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (~~5 CCR- 4931~~)

Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes. (~~Education Code 49603; 10 USC 503; 20 USC 7908~~)

~~Personal or Mental Health Counseling~~

(Education Code 49603; 10 USC 503; 20 USC 7908)

The Superintendent or designee shall collaborate with businesses, government agencies, postsecondary institutions including universities and career technical schools, community organizations, and/or other employers to provide students with actual or simulated work-based learning opportunities through college and/or career fairs.

When planning to hold a college or career fair, the Superintendent or designee shall notify each apprenticeship program in the county. The notification shall include the planned date, time and location of the college or career fair. (Labor Code 3074.2)

### Personal or Mental Health Counseling

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by his/her their credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

~~(cf. 1020 – Youth Services)  
(cf. 5113 – Absences and Excuses)  
(cf. 5131.6 – Alcohol and Other Drugs)  
(cf. 5141.4 – Child Abuse Prevention and Reporting)  
(cf. 5141.6 – School Health Services)  
(cf. 5145.9 –~~

~~Hate-Motivated Behavior)  
(cf. 5147 – Dropout Prevention)  
(cf. 6164.5 – Student Success Teams)~~

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/her the student's parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (Education Code- 49602)  
~~(cf. 5022 – Student and Family Privacy Rights)  
(cf. 5125 –~~

~~Student Records)~~

A counselor shall consult with the Superintendent or designee and, as appropriate, with the district's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

## Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.

~~(cf. 0450)~~

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

~~Comprehensive Safety Plan)~~

~~(cf. 3516 – Emergencies and Disaster Preparedness Plan)~~

In addition, the Superintendent or designee shall identify crisis counseling resources to train district staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

### Teacher-Based Advisory Program

The Board recognizes that a supportive, ongoing relationship with a caring adult can provide a student with valuable advice, enhance student-teacher relationships, and build the student's feelings of connectedness with the school. The Board authorizes the development of a teacher-based advisory program in which teachers advise students in such areas as academic planning, character development, conflict resolution, and self-esteem. Any teacher participating in this program shall be under the supervision of a credentialed school counselor as appropriate, receive related information and training, and be subject to this Board policy and law, including requirements pertaining to student confidentiality and nondiscrimination.

~~Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.~~

~~(cf. 5136 – Gangs)~~

~~(cf. 5141.52 – Suicide Prevention)~~

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#### **Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 4930-4931	Counseling <a href="#">Counseling</a>
5 CCR 80049-80049.1	Pupil Personnel Services credential <a href="#">Pupil Personnel Services credential</a>
5 CCR 80632-80632.5	Preparation programs for Pupil Personnel Services <a href="#">Preparation programs for Pupil Personnel Services</a>
Ed. Code 221.5	Equal opportunity <a href="#">Equal opportunity</a>
Ed. Code 44266	Pupil Personnel Services credential <a href="#">Pupil Personnel Services credential</a>
Ed. Code 48431	Establishing and maintaining high school guidance and placement program <a href="#">Establishing and maintaining high school guidance and placement program</a>
Ed. Code 49600-49604	Educational counseling <a href="#">Educational counseling</a>
Ed. Code 51250-51251	Assistance to military dependents <a href="#">Assistance to military dependents</a>
Ed. Code 51513	Personal beliefs <a href="#">Personal beliefs</a>
Fam. Code 6920-6930	Consent by minor for medical treatment <a href="#">Consent by minor for medical treatment</a>
Gov. Code 6254	Exemption for personnel records if invasion of personal privacy <a href="#">Exemption for personnel records if invasion of personal privacy</a>
H&S Code 124260	Mental health services; consent by minors age 12 and older <a href="#">Mental health services; consent by minors age 12 and older</a>
Lab. Code 3074.2	College and career fairs; notice to apprenticeship programs <a href="#">College and career fairs; notice to apprenticeship programs</a>
Pen. Code 11166-11170	Reporting known or suspected cases of child abuse <a href="#">Reporting known or suspected cases of child abuse</a>
W&I Code 5850-5883	Mental Health Services Act <a href="#">Mental Health Services Act</a>
<b>Federal</b>	<b>Description</b>
10 USC 503	Military recruiter access to directory information <a href="#">Military recruiter access to directory information</a>
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974 <a href="#">Family Educational Rights and Privacy Act (FERPA) of 1974</a>
20 USC 7908	Armed forces recruiter access to students and student recruiting information <a href="#">Armed forces recruiter access to students and student recruiting information</a>
34 CFR 99.1-99.67	Family Educational Rights and Privacy <a href="#">Family Educational Rights and Privacy</a>
<b>Management Resources</b>	<b>Description</b>



California Department of Education Publication	<del>California Results-Based School Counseling and Student Support Guidelines, 2007</del> <a href="#">California Results-Based School Counseling and Student Support Guidelines, 2007</a>
Website	<del>California Division of Apprenticeship Standards</del> <a href="#">California Division of Apprenticeship Standards</a>
Website	<del>CSBA District and County Office of Education Legal Services</del> <a href="#">CSBA District and County Office of Education Legal Services</a>
Website	<del>California Association of School Counselors</del> <a href="#">California Association of School Counselors</a>
Website	<del>American School Counselor Association</del> <a href="#">American School Counselor Association</a>
Website	<del>U.S. Department of Education, access to military recruiters</del> <a href="#">U.S. Department of Education, access to military recruiters</a>
Website	<del>Commission on Teacher Credentialing</del> <a href="#">Commission on Teacher Credentialing</a>
Website	<del>California Department of Education</del> <a href="#">California Department of Education</a>

### Cross References

Code	Description
0410	<del>Nondiscrimination In District Programs And Activities</del> <a href="#">Nondiscrimination In District Programs And Activities</a>
0415	<del>Equity</del> <a href="#">Equity</a>
0450	<del>Comprehensive Safety Plan</del> <a href="#">Comprehensive Safety Plan</a>
0450	<del>Comprehensive Safety Plan</del> <a href="#">Comprehensive Safety Plan</a>
0460	<del>Local Control And Accountability Plan</del> <a href="#">Local Control And Accountability Plan</a>
0460	<del>Local Control And Accountability Plan</del> <a href="#">Local Control And Accountability Plan</a>
0470	<del>COVID-19 Mitigation Plan</del> <a href="#">COVID-19 Mitigation Plan</a>
1312.3	<del>Uniform Complaint Procedures</del> <a href="#">Uniform Complaint Procedures</a>
1312.3	<del>Uniform Complaint Procedures</del> <a href="#">Uniform Complaint Procedures</a>
<a href="#">1312.3</a>	<a href="#">Uniform Complaint Procedures</a>
<a href="#">1312.3</a>	<a href="#">Uniform Complaint Procedures</a>
1313	<del>Civility</del> <a href="#">Civility</a>
1400	<del>Relations Between Other Governmental Agencies And The Schools</del> <a href="#">Relations Between Other Governmental Agencies And The Schools</a>
3515	<del>Campus Security</del> <a href="#">Campus Security</a>
3515	<del>Campus Security</del> <a href="#">Campus Security</a>
3516	<del>Emergencies And Disaster Preparedness Plan</del> <a href="#">Emergencies And Disaster Preparedness Plan</a>

3516	<del>Emergencies And Disaster Preparedness Plan</del> <u>Emergencies And Disaster Preparedness Plan</u>
3516.2	<del>Bomb Threats</del> <u>Bomb Threats</u>
4112.2	<del>Certification</del> <u>Certification</u>
4112.2	<del>Certification</del> <u>Certification</u>
<u>4119.23</u>	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4131	<del>Staff Development</del> <u>Staff Development</u>
4219.23	<del>Unauthorized Release Of Confidential/Privileged Information</del> <u>Unauthorized Release Of Confidential/Privileged Information</u>
4319.23	<del>Unauthorized Release Of Confidential/Privileged Information</del> <u>Unauthorized Release Of Confidential/Privileged Information</u>
5022	<del>Student And Family Privacy Rights</del> <u>Student And Family Privacy Rights</u>
5022	<del>Student And Family Privacy Rights</del> <u>Student And Family Privacy Rights</u>
5113	<del>Absences And Excuses</del> <u>Absences And Excuses</u>
5113	<del>Absences And Excuses</del> <u>Absences And Excuses</u>
5113.1	<del>Chronic Absence And Truancy</del> <u>Chronic Absence And Truancy</u>
5113.1	<del>Chronic Absence And Truancy</del> <u>Chronic Absence And Truancy</u>
5113.11	<del>Attendance Supervision</del> <u>Attendance Supervision</u>
5125	<del>Student Records</del> <u>Student Records</u>
5125	<del>Student Records</del> <u>Student Records</u>
5125.1	<del>Release Of Directory Information</del> <u>Release Of Directory Information</u>
5125.1	<del>Release Of Directory Information</del> <u>Release Of Directory Information</u>
5125.1-E PDF(1)	<del>Release Of Directory Information</del> <u>Release Of Directory Information</u>
5131	<del>Conduct</del> <u>Conduct</u>
5131.2	<del>Bullying</del> <u>Bullying</u>
5131.2	<del>Bullying</del> <u>Bullying</u>
5131.6	<del>Alcohol And Other Drugs</del> <u>Alcohol And Other Drugs</u>
5131.6	<del>Alcohol And Other Drugs</del> <u>Alcohol And Other Drugs</u>
5136	<del>Gangs</del> <u>Gangs</u>
5136	<del>Gangs</del> <u>Gangs</u>
5137	<del>Positive School Climate</del> <u>Positive School Climate</u>
5137	<del>Positive School Climate</del> <u>Positive School Climate</u>
5138	<del>Conflict Resolution/Peer Mediation</del> <u>Conflict Resolution/Peer Mediation</u>
5141.22	<del>Infectious Diseases</del> <u>Infectious Diseases</u>
5141.22	<del>Infectious Diseases</del> <u>Infectious Diseases</u>

5141.4	<del>Child Abuse Prevention And Reporting</del> <a href="#">Child Abuse Prevention And Reporting</a>
5141.4	<del>Child Abuse Prevention And Reporting</del> <a href="#">Child Abuse Prevention And Reporting</a>
5141.52	<del>Suicide Prevention</del> <a href="#">Suicide Prevention</a>
5141.52	<del>Suicide Prevention</del> <a href="#">Suicide Prevention</a>
5141.6	<del>School Health Services</del> <a href="#">School Health Services</a>
5141.6	<del>School Health Services</del> <a href="#">School Health Services</a>
5144	<del>Discipline</del> <a href="#">Discipline</a>
5144	<del>Discipline</del> <a href="#">Discipline</a>
5145.3	<del>Nondiscrimination/Harassment</del> <a href="#">Nondiscrimination/Harassment</a>
5145.3	<del>Nondiscrimination/Harassment</del> <a href="#">Nondiscrimination/Harassment</a>
5145.6	<del>Parent/Guardian Notifications</del> <a href="#">Parent/Guardian Notifications</a>
5145.6-E PDF(2)	<del>Parent/Guardian Notifications</del> <a href="#">Parent/Guardian Notifications</a>
5145.9	<del>Hate-Motivated Behavior</del> <a href="#">Hate-Motivated Behavior</a>
5147	<del>Dropout Prevention</del> <a href="#">Dropout Prevention</a>
6120	<del>Response To Instruction And Intervention</del> <a href="#">Response To Instruction And Intervention</a>
6141.54	<del>Advanced Placement</del> <a href="#">International Baccalaureate Program</a>
6141.5	<del>Advanced Placement</del> <a href="#">Advanced Placement</a>
6142.8	<del>Comprehensive Health Education</del> <a href="#">Comprehensive Health Education</a>
6142.8	<del>Comprehensive Health Education</del> <a href="#">Comprehensive Health Education</a>
6143	<del>Courses Of Study</del> <a href="#">Courses Of Study</a>
6143	<del>Courses Of Study</del> <a href="#">Courses Of Study</a>
6146.2	<del>Certificate Of Proficiency/High School Equivalency</del> <a href="#">Certificate Of Proficiency/High School Equivalency</a>
6146.2	<del>Certificate Of Proficiency/High School Equivalency</del> <a href="#">Certificate Of Proficiency/High School Equivalency</a>
6146.2-E PDF(1)	<del>Certificate Of Proficiency/High School Equivalency</del> <a href="#">Certificate Of Proficiency/High School Equivalency</a>
6164.5	<del>Student Success Teams</del> <a href="#">Student Success Teams</a>
6164.5	<del>Student Success Teams</del> <a href="#">Student Success Teams</a>
6171	<del>Title I Programs</del> <a href="#">Title I Programs</a>
6171	<del>Title I Programs</del> <a href="#">Title I Programs</a>
6172	<del>Gifted And Talented Student Program</del> <a href="#">Gifted And Talented Student Program</a>
6172	<del>Gifted And Talented Student Program</del> <a href="#">Gifted And Talented Student Program</a>
6173	<del>Education For Homeless Children</del> <a href="#">Education For Homeless Children</a>
6173	<del>Education For Homeless Children</del> <a href="#">Education For Homeless Children</a>

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~~Education For Homeless Children~~Education For Homeless Children

~~Education For Homeless Children~~Education For Homeless Children

~~Education For Foster Youth~~Education For Foster Youth

~~Education For Foster Youth~~Education For Foster Youth

~~Migrant Education Program~~Migrant Education Program

~~Migrant Education Program~~Migrant Education Program

~~Career Technical Education~~Career Technical Education

~~Career Technical Education~~Career Technical Education

~~Regional Occupational Center/Program~~Regional Occupational Center/Program

~~Continuation Education~~Continuation Education

~~Continuation Education~~Continuation Education

~~Community Day School~~Community Day School

~~Community Day School~~Community Day School

~~Adult Education~~Adult Education

~~Adult Education~~Adult Education