NDSCA YEARLY WORK PLAN 2018-2019

Created May 4, 2018

**GOAL 1: Advocate for the role of school counselors and counseling programs in North Dakota**

1. List Serve continues to operate and is used continuously with members across the state.
   1. Continue use and updating of membership – Jean, On Going
   2. Delete Old List Serve – Jean, Completed Fall 2018
2. The Award of Counseling Excellence (ACE) award has been established, and we are looking at recognizing counselors and schools in North Dakota, and forwarding paperwork to the American School Counselor Association for RAMP award recognition at the national level.
   1. Contacting ACE recipients and encourage them to apply for RAMP and ask if if they can serve as mentors to those looking at applying for the ACE award. – Gloria, Fall 2018
   2. Contacting ACE recipients concerning forwarding their information to potential ACE applicants. – April, Fall 2018
   3. Contact ASCA to add question onto ACE application concerning being a mentor. – Gloria, Fall 2018
3. NDSCA will work with DPI to adapt the ASCA Mindsets & Behaviors or create State School Counseling Standards.
   1. Contact DPI to identify if the ASCA Mindsets & Behaviors can be adapted. – Becky, June 2018
   2. TBD
4. Provide a template for North Dakota School Counseling job description and evaluation (AdvancEd rubric).
   1. Add the ASCA Role of the School Counselor, ASCA performance appraisal, annual agreement, and the AdvancEd rubric to the NDSCA website. – Jacky & Committee, June 2018
   2. Creation of School Counselor Job Description sponsored by NDSCA. – Jared, Becky, Liz – February, 2019
5. Communicate appropriate job descriptions and responsibilities with administrators.
   1. Encourage counselors to utilize the ASCA annual agreement. – Jim, 2018
   2. Speak at Administrators Conference when deemed appropriate. – Jim, 2018
6. Continue to monitor and improve student to counselor ratio.
   1. Monitor legislation – Ongoing
   2. Form a committee to explore and create legislation – Jared, Amanda, Prior to Fall Workshop 2018
   3. Update Email Lists – Jared, Fall 2018
7. Educate graduate students on professional counseling associations – put on the agenda for the fall meeting to determine who is speaking where. – Grad Student, Fall 2018
8. Welcome Back letter to all counselors, ask Jim how best to communicate (SC List Serve, Jim is administrator) – Savannah, August 2018
9. Midwinter Newcomers Session – collaborate with NDCA (Leslie Lemkie) – Becky, Winter 2018-19
10. Investigation and possible creation of NDSCA Mentor Program (Handbook, Expectations) – Stacey & Jim, Spring 2019
    1. Check-in with Robin on previous progress

**GOAL 2: Professional Development**

1. Collaborate to provide professional development to supervisors of counseling interns.
   1. Investigate MidWinter Panel for Experienced Supervisors – Liz, February 2019
2. Increase opportunities for professional development for credit.
   1. Offer book studies for credit, collaborate with Universities in the State. – VPs, Fall 2018
   2. Review Needs Assessment to identify areas to address with professional development. – Becky, May 2018
   3. Provide Fall Workshop with credit opportunity – Savannah, Fall 2018
3. Provide professional development options to meet state mandated programs/policy.
   1. Share resources through the website, Facebook, and the ListServ. – All members, Ongoing
4. Promote the ASCA National Model.
   1. Book study – See Above
   2. Investigate possibility of Fall Workshop on ASCA National Model – Savannah, Fall 2018
   3. Presentations at Midwinter Conference –Becky, February 2019
   4. Sell ASCA publications at a discounted price during Midwinter and over the ListServ (If shipping is reasonable) – Savannah and Stacey, On Going
5. Offering PLCs for different regions (based on REAs)
   1. Contact REAs to investigate what PLCs could look like for different regions – All Members, June 2018
      1. Contacts for the School Counselors in the Region
      2. Needs Assessment for the area counselors

**GOAL 3: Vision and Bold Leadership**

1. NDSCA will continue to network with REAs, administrators, state agencies, and counseling graduate programs.
   1. Form a Committee to create better connection with different associations - Angel, April, Stacey, Amanda, and Erica
   2. Write letter to send to different groups about NDSCA and the benefits to school counselors and purpose of association – End of July - Beginning of August 2018
2. Partner with NDCA to promote leadership development within the association.
   1. Continue the Bunco social during Midwinter – Savannah, Liz, Angel, Megan, Fall & Winter 2018-19
3. Identify potential board members and leaders
   1. Nominate a friend – Erica & Jean, Fall 2018
4. Investigate what other states are doing for membership, mentorship, PLCs, professional development, conferences. – Becky, All Members, Fall 2018
   1. All members will be assigned a number of states to research and input into a Google Sheet.

**GOAL 4: Financial**

1. Promote the Pre-Conference and Fall Workshop to increase revenue.
   1. Utilize Facebook, ListServ, and the website – All members, Becky and Savannah – Ongoing
2. Look to increase revenue in order to better serve membership.
   1. YouthLight, ASCA book sales, book studies (charge non-members higher price), tshirt sales – Erica, Stacey, Amy, Savannah, VPs