

OVERVIEW OF COUNSELING & GUIDANCE ACTIVITIES

July/August	September	October	November	December	January	February	March	April	May	June
check summer school grades	enroll new students; monitor student grades; crisis counseling; advise on college & career; support staff initiatives; personal counseling; participate in ARDs, 504 meetings, etc.									
verify schedules	Senior Guidance	Sophomore Conferences		Freshman Guidance	8th Grade Parent Night	registration for 10th grade classes	EOC testing	verify course selections	EOC testing	make recommendations for summer school
enroll new students	Junior Guidance	identify at-risk students	Financial Aid Night	Makeup EOC testing	registration for 9th grade classes	registration for 11th grade classes		Senior Survey	AP testing	verify graduates
plan orientation	schedule changes	PSAT		8th grade 4 year plans	2nd semester schedule changes	registration for 12th grade classes			make recommendations for summer school	verify promotions
	College Fair								Dual Credit Night	graduation