


<p>Mrs. Pamela Paynter, MSW, LCSW School Counselor ppaynter@bostonpublicschools.org Your Career Starts Here!</p>	<p>Mission Statement: Guided by school counseling seminars, students will develop academic success, workplace readiness skills, and social/emotional growth to help inform post-secondary planning.</p>		<p>Freshmen Academy Counseling Calendar Madison Park Technical Vocational High School 75 Malcolm X BLVD, Boston, MA 02021 School Office: (617) 635-8970</p>
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Month	Activity	Target
AUG	Summer Freshmen Orientation	incoming freshmen
	Middle School Record Review	
SEPT	Freshmen Academy Assembly	
	<u>Presentation:</u> 1st Lesson Plan Welcoming/Introduction to High School Website	
	Distribution of Exploratory Rotation schedules	
	<u>Presentation:</u> 2nd Lesson Plan Naviance: Career Cluster Inventory Seminar	
	Honor Roll Assembly 4th term, prior school year	
	Fall Open House	
OCT	1st Term Progress Report Review	
	Initial meeting with Intern's Site Supervisor	
NOV	1st Term Report Card Review (1st term ends 11/10)	
	Develop list, notify students/parents, email/mail out Report Card, develop plan	
	Teacher/Parent Conference #1	
	Honor Roll Assembly Term 1	
DEC	Samaritan Presentations scheduling	
	CTE Placement	
	<u>Presentation:</u> 3rd Lesson Plan Becoming a Successful Learner Naviance: Learning Style Inventory (review 1st term grades, academic support, study skills)	
	<u>Presentation:</u> 4th Lesson Plan Becoming a Successful Learner Naviance: SMART Goal/Action Plan (Reviewing Progress Reports, Averaging out grades, Academic Support; Study Skills)	

Month	Activity	Target
JAN	2nd Term Progress Report Review	
	Intern's mid-year evaluation	
	Middle School Recruitment	8th graders
	<u>Presentation:</u> 5th Lesson Plan Are You Passing	
FEB	Registration for ABCD SummerWorks & SuccessLink	
	2nd Term Report Card Review (2nd term ends 2/2)	
	Develop list, notify students, email/mail out Report Cards, develop plan	
	Honor Roll Assembly Term 2	
	Teacher/Parent Conferences #2	
MAR	3rd Term Progress Report Review	
	Middle School Recruitment	8th graders
APR	3rd Term Report Card Review (3rd term ends 4/13)	
	Develop list, notify students, email/mail out Report Cards, develop plan	
	Summer School Registration (after 3rd Term grades post)	
	Intern's Final Evaluation/Final meeting with Site Supervisor	
MAY	4th Term Progress Report Review	
	Honor Roll Assembly Term 3	
	<u>Presentation:</u> Let's Talk about Summer School (registration/procedure)	
JUN	Physics MCAS	
	Middle School Recruitment	8th graders

ONGOING activities including:

Academic/Technical:

- Individual Academic Advising
- Respond to Parents/Guardians
- Grade Monitoring
- Schedule Changes
- Record management:
 - ❖ Transcripts/Grades Review (audits)
 - ❖ Test Scores
 - ❖ Career Interest Inventories

Workplace Readiness/Careers:

- Naviance Seminars
- CVTE class visits
- Distributing Working Permits

Personal/Social:

- Individual/Group counseling
- Scheduling & Meeting with parents
- Crisis Counseling
- Weekly SST meetings
- Monthly Attendance Meetings
- Consult/referral to outside agencies
- Ongoing contact with: DCF, POs, Mental Health Providers, Medical Providers, Community Mentors

Special Populations:

- Special Education referral & advocacy
- IEP Meetings
- Ongoing consult on issues with student, teachers & parents
- ReEngagement Center Referrals
- Arrange Home Tutoring Services
- Middle School Recruitment Efforts

Community Partners Collaboration:

- UMASS/Boston Trio Programs (Project Reach, Upward Bound)
- Becoming-A-Man (BAM)
- Private Industry Council (PIC)
- Tenacity
- The Possible Project (TPP)
- Youth Development Network (YDN)
- Boston Public Health Commission (BPHC)
- Home for Little Wanderers (HFLW)
- RoxMAPP Early College & Dual Enrollment
- Becoming-a-Man (BAM)

Professional:

- Ongoing PD trainings
- Supervising Interns
- MA Model Implementation
- MA School Counselor Association Member (MASCA)

