**MEASURE**

**M**ission, **E**lements, **A**nalyze, **S**takeholders-**U**nite, **R**eanalyze, **E**ducate,

A Six-step Accountability Process for School Counselors

**Name and Address of School:**

**Name of Counselor Leading the Initiative:**

**Principal:**

**Enrollment:**

**School Demographics:**

Caucasian/Non-Hispanic:

African American

Hispanic

Asian

Other

Free-Reduced lunch

ESL

**Step One: Mission**

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| ***Mission***  *Connect your work to your school’s mission* |
| ***Your mission statement is:*** |

Step Two: **E**lements

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| ***Current Critical Data Element***  *What indicator of school success are you trying to positively impact? Grades? Test scores? Attendance?*  *Promotion Rates? Postsecondary going rate?* |
| The school counselor as part of the leadership team identified these critical data elements to try to impact: |

Step Three: **A**nalyze

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| *Analyze the data to see what it reveals, to identify the problem areas, to establish your baseline, and to set your goal. It may be necessary to disaggregate the data, e.g. race, ethnicity, gender, SES, teacher assignment.* |
| ***Baseline: Where is this Goal: Where do you want the data***  ***data element currently? Element to be in a year?*** |

Step Four: **S**takeholders-**U**nite

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| ***Develop an Action Plan***  *School Counselors, as managers of resources, join existing groups of stakeholders, such as the school improvement team, or bring other stakeholders and resources into the task of creating and implementing an action plan. Strategies are developed that will change systems as well as impact individual students and targeted groups of students.*  *Impacting systems means (1) replicating successful programs and interventions; (2) identifying*  *barriers that adversely stratify students’ opportunities to be successful learners; and (3)*  *developing strategies to:*  *● change policies, practices, and procedures*  *● strengthen curriculum offerings*  *● maximize the instructional program*  *● enhance the school and classroom culture and climate*  *● provide student academic support systems (safety nets)*  *● influence course enrollment patterns to widen access to rigorous academics*  *● involve parents and other critical stakeholders (internal and external to the school)*  *● raise aspirations in students, parents, teachers, the community*  *● change attitudes and beliefs about students and their abilities to learn* | |
| ***Stakeholders*** | ***Strategies***  *Connect your strategies to the American School Counselor Association (ASCA) National Standards and the CSCA Comprehensive School Counseling Program* |
|  | ***Beginning date:***  ***Ending date:*** |
| ***School***  ***Counselors*** |  |
| ***Teachers*** |  |
| ***Administrators*** |  |
| ***Students*** |  |
| ***Technology Staff*** |  |
| ***Student***  ***Services Staff*** |  |
| ***Local Colleges*** |  |
| ***Community***  ***Agency Members*** |  |
| ***Parents*** |  |
| ***Teacher***  ***Assistants*** |  |
| ***School Improvement***  ***Team*** |  |
| ***Local Business Community*** |  |
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Step Five: **R**eanalyze, Reflect, and Revise

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| ***Reanalyze***  *Restate the baseline data. Where is the data*  *after the action plan? Did the strategies*  *have a positive impact on the data?*  *Restate the baseline data:*  *Data after action plan:*  *Impact:* | ***Reflect and Revise***  *Reflect on why the stakeholders were successful or unsuccessful. Revise the action plan so that progress can be made and you can continue to get better results.*  *Which of the strategies worked?*  *Which strategies should be replaced? Added?*  *Based on what you have learned, how will you*  *revise the action plan?* |

***Systemic Changes Made***

*Whenever you implement a MEASURE you will contribute to systemic change. Each MEASURE will in some way change a school, home, or community system to enhance student learning. Capture these systemic changes here and record them on your SPARC.*

Step Six: **E**ducate

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| *Promote and publicize the results of your work. Develop a report card for your own program to let the internal and external school members know your work is connected to the mission of the schools and to student success. The School Counseling Program Accountability Report Card (SPARC) is a way to do this.* |

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| **Our MEASURE of Success**  *SPARC - School Counseling Program Accountability Report Card* |

**School: Results**

**Enrollment:**

**Principal:**

**Counselor:**

**Principal’s Comments**

**School Improvement Issues**

**Systemic Changes**

**Stakeholders**

**Faces Behind the Data**