Comprehensive School Counseling Plan
Grades K-12

2025-2026

“Success for Every Student”

School Counseling Staff

Division Avenue High School. . . . . (516) 434-7245

General Douglas MacArthur High School. . . . . 516) 434-7166

Jonas E. Salk Middle School . . . . . .(516) 434-7362

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About Our District

The Levittown School District serves a diverse population of more than 6,500 students from the communities of Levittown, Seaford, and Wantagh. Located in central Nassau County on Long Island, the district lies approximately 30 miles east of Manhattan. It is composed of six elementary schools, two middle schools, and two high schools, and is proud to serve families in this established, suburban area.

District Mission

The mission of the Levittown Public Schools is to develop knowledgeable, enthusiastic students who value learning and are prepared to meet the District's commitment to *Success for Every Student*. Through collaboration and meaningful partnerships, Levittown graduates will be critical thinkers and problem solvers, ethical and empathetic, civically engaged, effective communicators, and resilient and adaptable, ready to succeed in any post-secondary path they choose.

As per the New York State Commissioner of Education's Regulations relating to School Counseling released in May 2017, the Levittown School District renews its commitment to developing a comprehensive Guidance Plan which addresses the needs of all students in grades Kindergarten through 12th.

Guidance Department

School Counselors are licensed professionals with advanced degrees in School Counseling, uniquely trained to support students' developmental needs. Through a comprehensive and personalized counseling program, they promote academic achievement, career readiness, and social-emotional well-being for every student.

Serving students in grades 6 through 12, School Counselors help guide academic decisions that align with each student's post-secondary goals, including college and career planning. They collaborate with faculty, staff, and administration to provide meaningful support and serve as a vital resource for students and families. Counselors encourage students to pursue academic challenges and engage in extracurricular opportunities that foster growth beyond the classroom.

Effective communication is central to the work of the Guidance Department. Counselors meet with students individually and in groups and offer workshops during the school day and in the evening to help students and families navigate academic, social, and personal challenges.

Supporting Student Success: A Comprehensive Approach to Achievement, Well-Being, and Collaboration

Student Achievement

The goal of every educator and counselor is to help students master the curriculum and graduate ready for college or career. Strong communication between home and school supports this goal and is fostered through consistent outreach and collaboration.

Student success also involves providing targeted support for those who continue to face challenges. This may include peer tutoring, student partnerships, or other resources tailored to individual needs. Recognizing that students learn in different ways, a variety of strategies are offered to help every student succeed.

Social and Emotional Learning (SEL)

Social and Emotional Learning (SEL) helps students of all ages develop the skills to manage emotions, set goals, show empathy, build relationships, and make responsible decisions.

Levittown Public Schools integrates SEL into daily practice through programs that promote kindness, empathy, and personal responsibility, such as RISE, Caught Being Kind, and Terrific Kids. Sixth-grade students also participate in *Middle School 101*, a five-week program that prepares them for the transition to middle school. Topics include managing stress, developing empathy, and supporting peers.

Counselors and support staff deliver this instruction, while teachers reinforce the lessons in the classroom, creating a coordinated approach to student well-being.

Student Intervention

Students may face barriers to learning, including issues at home, peer conflicts, or learning difficulties. When these challenges arise, School Counselors provide in-school support such as individual counseling, crisis intervention, or referrals to the Student Support Team (SST) or Committee on Special Education (CSE).

When needed, referrals are made to outside agencies for additional services, including mental health support or a PINS (Persons In Need of Supervision) petition. All interventions aim to address student needs and promote long-term success.

Collaboration with Professionals and Community Agencies

The success of the School Counseling program depends on strong collaboration with school staff and community partners. Counselors coordinate regularly with:

- District and building administrators
- Teachers and faculty
- School psychologists and social workers
- Community agencies, including YES Community Counseling Center, Northwell Health, Nassau County Child Protective Services, the PINS Diversion Program, SPOA, and others as needed

This collaborative approach ensures students and families have access to the resources and support they need.

Grades 6-12

Guidance Plan Program Objectives for Students in Grades 6-12

Secondary Counseling Department Central Goal

The goal of the Levittown Middle Schools and High Schools Counseling Departments is to support the social, emotional, and academic development of the whole student, preparing them for success beyond their educational experience in our district.

Counseling personnel in the Levittown School District are fully committed to supporting the district's mission. To fulfill this commitment, the department aims to:

- Promote student success as the central goal of all counseling efforts
- Maintain timely and effective communication with students, families, and staff on all matters related to academic, social-emotional, and post-secondary planning
- Educate students and families about Levittown's expectations, including graduation requirements, assessment standards, and opportunities available through academic programs
- Support career and college awareness and planning at every grade level
- Coordinate counseling, consulting, and related services across the district to ensure a consistent and responsive approach to student support

The ASCA Mindsets & Behaviors for Student Success

K-12 College- and Career-Readiness Standards for Every Student

Each of the following standards can be applied to the academic, career and social/emotional domains:

Category 1: Mindset Standards
School counselors encourage the following mindsets for all students.
M 1. Belief in development of whole self, including a healthy balance of mental, social/emotional and physical well-being
M 2. Self-confidence in ability to succeed
M 3. Sense of belonging in the school environment
M 4. Understanding that postsecondary education and life-long learning are necessary for long-term career success
M 5. Belief in using abilities to their fullest to achieve high-quality results and outcomes
M 6. Positive attitude toward work and learning

Category 2: Behavior Standards
Students will demonstrate the following standards through classroom lessons, activities and/or individual/small-group counseling.

Learning Strategies
B-LS 1. Demonstrate critical-thinking skills to make informed decisions
B-LS 2. Demonstrate creativity
B-LS 3. Use time-management, organizational and study skills
B-LS 4. Apply self-motivation and self-direction to learning
B-LS 5. Apply media and technology skills
B-LS 6. Set high standards of quality
B-LS 7. Identify long- and short-term academic, career and social/ emotional goals
B-LS 8. Actively engage in challenging coursework
B-LS 9. Gather evidence and consider multiple perspectives to make informed decisions
B-LS 10. Participate in enrichment and extracurricular activities

Self-Management Skills
B-SMS 1. Demonstrate ability to assume responsibility
B-SMS 2. Demonstrate self-discipline and self-control
B-SMS 3. Demonstrate ability to work independently
B-SMS 4. Demonstrate ability to delay immediate gratification for long-term rewards
B-SMS 5. Demonstrate perseverance to achieve long- and short-term goals
B-SMS 6. Demonstrate ability to overcome barriers to learning
B-SMS 7. Demonstrate effective coping skills when faced with a problem
B-SMS 8. Demonstrate the ability to balance school, home and community activities
B-SMS 9. Demonstrate personal safety skills
B-SMS 10. Demonstrate ability to manage transitions and ability to adapt to changing situations and responsibilities

Social Skills
B-SS 1. Use effective oral and written communication skills and listening skills
B-SS 2. Create positive and supportive relationships with other students
B-SS 3. Create relationships with adults that support success
B-SS 4. Demonstrate empathy
B-SS 5. Demonstrate ethical decision-making and social responsibility
B-SS 6. Use effective collaboration and cooperation skills
B-SS 7. Use leadership and teamwork skills to work effectively in diverse teams
B-SS 8. Demonstrate advocacy skills and ability to assert self, when necessary
B-SS 9. Demonstrate social maturity and behaviors appropriate to the situation and environment

GRADE 6

Counselor Activity (Direct Student/Parent Contact)	Time Period	ASCA Mindsets & Behaviors for Student Success
6th grade Orientation	August	M1, M3, B-LS10-B-SMS1
Back to School night	September	M3, M6, B-LS1, B-SS9
Middle School 101	September-October	M1, M2, M3, M6, B-SMS2, B-SS2, B-SS4
World Language selection	January	M4, B-LS7, B-LS8
Summer Program Registration	June	M4, B-LS8
New Student Registration	Ongoing	M3, B-LS7
CSE/504 Meetings	Ongoing	M1, B-SS3, B-SS6
Individual Counseling	Ongoing	M4, B-LS8
Parent Communication	Ongoing	M1, B-SS3
Crisis Management	Ongoing	M1, B-SMS9
Mediation	Ongoing	M1, M3, M6, B-LS1, B-SMS1, B-SMS7, B-SS3, B-SS4, B-SS5
Participate in IST meetings	Ongoing	M1, M3, B-SS3
Study/Organization Skills	Ongoing	M5, B-LS3, B-SMS10
Mandated Counseling	Weekly	M6, B-LS7
Group Counseling	Weekly	M6, B-SMS7, B-SS8
Participate in SST meetings	Weekly	M1, M3, B-SS3

GRADE 7

Counselor Activity (Direct Student/Parent Contact)	**Time Period**	**ASCA Mindsets & Behaviors for Student Success**
Back to School night	September	M3, M6, B-LS1, B-SS9
8th grade electives presentation and selection	January	M4. B-LS7
Summer Program Registration	June	M4, B-LS7, B-LS9
New Student Registration	Ongoing	M3, B-LS7
CSE/504 Meetings	Ongoing	M1, B-SS3, B-SS6
Individual Counseling	Ongoing	M1, M2, M6, B-SMS2, B-SMS7, B-SMS9
Parent Communication	Ongoing	M1, B-SS3
Crisis Management	Ongoing	M1, B-SMS9
Mediation	Ongoing	M1, M3, M6, B-LS1, B-SMS1, B-SMS7, B-SS3, B-SS4, B-SS5
Participate in IST meetings	Ongoing	M1, M3, B-SS3
Study/Organization Skills	Ongoing	M5, B-LS3, B-SMS10
Mandated Counseling	Weekly	M6, B-LS7
Group Counseling	Weekly	M1, M2, M6, B-SMS2, B-SMS7, B-SMS9
Participate in SST meetings	Weekly	M1, M3, B-SS3

GRADE 8

Counselor Activity (Direct Student/Parent Contact)	**Time Period**	**ASCA Mindsets & Behaviors for Student Success**
Back to School night	September	M3, M6, B-LS1, B-SS9
9th grade transition meetings	December-February	M4, M5, B-LS7, B-LS8
Course Request Procedure	December	M4, M5, B-LS7, B-LS8
Scheduling Presentations	January	M4, B-LS8
Summer Program Registration	June	M4, B-LS7, B-LS9
New Student Registration	Ongoing	M3, B-LS7
CSE/504 Meetings	Ongoing	M1, B-SS3, B-SS6
Individual Counseling	Ongoing	M1, M2, M6, B-SMS2, B-SMS7, B-SMS9
Parent Communication	Ongoing	M1, B-SS3
Crisis Management	Ongoing	M1, B-SMS9
Mediation	Ongoing	M1, M3, M6, B-LS1, B-SMS1, B-SMS7, B-SS3, B-SS4, B-SS5
Participate in IST meetings	Ongoing	M1, M3, B-SS3
Study/organizational Skills	Ongoing	M5, B-LS3, B-SMS10
Mandated Counseling	Weekly	M1, M2, M6, B-SMS2, B-SMS7, B-SMS9
Group Counseling	Weekly	M1, M2, M6, B-SMS2, B-SMS7, B-SMS9
Participate in SST meetings	Weekly	M1, M3, B-SS3

GRADE 9

Counselor Activity (Direct Student/Parent Contact)	**Time Period**	**ASCA Mindsets & Behaviors for Student Success**
Student Schedule Adjustments	August/September	M4, B-LS7
9th Grade Student Orientation	August	M1, M3, B-LS 10, B-SMS 1
9th Grade Parent Orientation	August	M1, M3, B-LS 10, B-SMS 1
Small Group Freshmen Meetings - introduction to HS	Fall	M5, B-LS 6, B-LS 7, B-SMS 10, B-SS2
Classroom Presentations on graduation requirements and overview of scheduling process	December	M4, B-LS 7, B-LS 8
Summer School Registration	June	M4, B-SMS 6, B-LS 7
New Student Registration	Ongoing	M3, B-LS7, B-SMS 10
CSE/504 Meetings	Ongoing	M1, B-SS3, B-SS6, B-SS8
Review of Academic Progress	Ongoing	M4, M6, B-LS4, B-SMS5
Parent Meetings	Ongoing	M1, B-SS3
Individual Scheduling Meetings	Ongoing	M4, B-LS 7, B-LS8
Individual Counseling	Ongoing	M1, M3, B-SMS7, B-SS 3, B-SS 9
Participate in PPT meetings	Weekly	M1, M3, B-SS 3

GRADE 10

Counselor Activity (Direct Student/Parent Contact)	**Time Period**	**ASCA Mindsets & Behaviors for Student Success**
Student Schedule Adjustments	August/September	M4, B-LS7
Coordination of the PSAT Exam	October	M4, B-LS 7
AP Program Facilitation	Fall/Spring	M4, M5, B-LS7,B-LS8
Classroom Presentations on graduation requirements and overview of scheduling process	December	M4, B-LS 7, B-LS 8
Summer School Registration	June	M4, B-SMS 6, B-LS 7
New Student Registration	Ongoing	M3, B-LS7, B-SMS 10
CSE/504 Meetings	Ongoing	M1, B-SS3, B-SS6, B-SS8
Review of Academic Progress	Ongoing	M4, M6, B-LS4, B-SMS5
Parent Meetings	Ongoing	M1, B-SS3
Individual Scheduling Meetings	Ongoing	M4, B-LS 7, B-LS8
Individual Counseling	Ongoing	M1, M3, B-SMS7, B-SS 3, B-SS 9
Participate in PPT meetings	Weekly	M1, M3, B-SS 3

GRADE 11

Counselor Activity (Direct Student/Parent Contact)	**Time Period**	**ASCA Mindsets & Behaviors for Student Success**
Student Schedule Adjustments (as necessary)	August/September	M4, B-LS7
Coordination of the PSAT Exam	October	M4, B-LS 7
AP Program Facilitation	Fall/Spring	M4, M5, B-LS7,B-LS8
Advisement on Standardized Testing	Fall/Spring	M4, B-LS1, B-LS7
Post Secondary Fairs	Fall	M4, B-LS7, B-LS9, B-SS3, B-SS9
Classroom Presentations on graduation requirements and overview of scheduling process	December	M4, B-LS 7, B-LS 8
Junior College Planning Night	February	M4, B-LS 7, B-SMS 5, B-SMS 5
Junior Planning Meetings	March-May	M1, M2, M4, M5, B-LS1,4,7,8, 9, B-SMS1,5,9,10
Summer School Registration	June	M4, B-SMS 6, B-LS 7
New Student Registration	Ongoing	M3, B-LS7, B-SMS 10
CSE/504 Meetings	Ongoing	M1, B-SS3, B-SS6, B-SS8
Review of Academic Progress	Ongoing	M4, M6, B-LS4, B-SMS5
Parent Meetings	Ongoing	M1, B-SS3
Individual Scheduling Meetings	Ongoing	M4, B-LS 7, B-LS8
Individual Counseling	Ongoing	M1, M3, B-SMS7, B-SS 3, B-SS 9
Participate in PPT meetings	Weekly	M1, M3, B-SS 3

GRADE 12

Counselor Activity (Direct Student/Parent Contact)	**Time Period**	**ASCA Mindsets & Behaviors for Student Success**
Student Schedule Adjustments	August/September	M4, B-LS7
AP Program Facilitation	Fall/Spring	M4, M5, B-LS7,B-LS8
Advisement on Standardized Testing	Fall/Spring	M4, B-LS1, B-LS7
Post Secondary Fairs	Fall	M4, B-LS7, B-LS9, B-SS3, B-SS9
College Application Workshops	Fall	M4, B-LS7
College Advisement and Processing College Applications	Fall/Winter	M4, B-LS1, B-LS3, B-LS5, B-LS9, B-SMS1
College Process Evening Events/Programs	Fall/Spring	M4, B-LS1, B-LS3, B-LS5, B-LS9, B-SMS1
Classroom Presentations on graduation requirements and overview of scheduling process	December	M4, B-LS 7, B-LS 8
Senior Awards Night	Spring	M4, M5, B-LS6, B-LS7
Summer School Registration	June	M4, B-SMS 6, B-LS 7
Scholarship Communications	Ongoing	M4, B-LS1, B-SMS1, B-SS8
New Student Registration	Ongoing	M3, B-LS7, B-SMS 10
CSE/504 Meetings	Ongoing	M1, B-SS3, B-SS6
Review of Academic Progress	Ongoing	M4, M6, B-LS4, B-SMS5
Parent Meetings	Ongoing	M1, B-SS3
Individual Scheduling Meetings	Ongoing	M4, B-LS 7, B-LS8
Individual Counseling	Ongoing	M1, M3, B-SMS7, B-SS 3, B-SS 9
Participate in PPT meetings	Weekly	M1, M3, B-SS 3

College and Career Planning

The secondary school counseling program prepares students for success beyond their time in the Levittown School District by educating students and families about academic requirements and providing meaningful school-to-work experiences. Counselors support students at every stage to ensure a smooth transition from middle school through high school to college, the military, or the workforce.

Counselors work with students to create personalized schedules aligned with New York State and local standards. Career awareness begins in middle school with tools like Naviance and resources to explore future paths. Middle school counselors also organize College and Career Weeks to introduce a range of educational and career options.

At the high school level, students participate in post-secondary fairs, receive application support, and connect with representatives from colleges, vocational programs, and career fields. This comprehensive approach equips students with the knowledge and resources needed to confidently plan their next steps.

Grade	Focus Areas and Activities
6th	Enrollment in Family & Consumer Science course
	Career planning begins
7th	Exploration of interests and strengths through Interest Inventory and Strengths Explorer
	Introduction to career clusters and career matches

8th	Introduction to college experience during College and Career Awareness Week
	Research on majors, courses of study, and campus life
9th	Support for academic, social, and emotional adjustment
	Guidance on extracurricular involvement and resume building
	Student and parent workshops
10th	Career and college exploration using Naviance
	Continued advisement on extracurricular involvement and resume building
	Student and parent workshops
	Field trips to BOCES vocational programs
11th	College search via Naviance
	Individual junior conferences
	College planning workshops
	Post-secondary fairs

	College visits
12th	Guidance on the college application process
	Assistance with application processing
	Writing letters of recommendation
	Providing scholarship information
	On-site admissions opportunities
	Financial aid workshops
	Post-secondary fairs
	College visits

Grades K–5 Guidance Plan

Program Objectives for Students in Grades K–5

Objective 1: Support Student Engagement

Goal:
Students will actively participate in educational programs and demonstrate progress, measured through teacher observations, report cards, and standardized assessments (e.g., i-Ready, AimsWeb). Incoming kindergarteners are screened in spring.

Methods:

- Push-in lessons and career exploration activities
- If challenges arise, teachers contact parents and may refer students to the Instructional Support Team or support staff
- Ongoing communication and progress monitoring follow interventions

Objective 2: Improve Attendance

Goal:
Students attend school consistently unless legally excused (illness, family death, religious observance, court attendance, quarantine, or school-approved trips).

Procedures:

- Parents report absences to the school nurse and provide a written excuse upon return
- Absences without timely notes are marked illegal
- Attendance concerns trigger follow-ups by nurse, counselor, social worker, and administrators
- Letters and meetings address excessive absences; persistent issues may lead to CPS reports or retention

Objective 3: Address Academic, Behavioral, or Adjustment Concerns
Goal:
Students facing challenges improve participation, classwork, and homework through targeted interventions.

Methods:

- Teacher collaboration with parents and support staff to develop plans
- Use of RtI strategies, team meetings, and counseling services
- Coordination with outside agencies when needed
- Regular progress monitoring and communication

Objective 4: Promote Personal Safety Awareness
Goal:
Students recognize safe and unsafe situations and know which adults to contact if they feel unsafe.

Methods:

- Developmentally appropriate lessons on abuse prevention, online safety, and substance abuse

Objective 5: Encourage Parental Involvement
Goal:
Provide varied opportunities for parents to engage in their child's academic, behavioral, and social-emotional development.

Methods:

- Events such as Back to School Night and Parent University
- Participation in committees, surveys, team meetings, and workshops

K–5 School Social Workers
Social workers collaborate with teachers, families, and students to support social-emotional and behavioral needs, assist with attendance, and conduct family outreach.

Counseling Publications
Each year, the Counseling Department updates several key publications to support students and families. Current information on guidance activities, counselor assignments, evening sessions, and scholarship opportunities is available on the Levittown School District's High School and Middle School counseling webpages. These pages also provide links to important resources such as college admission testing, scholarship databases, and college search tools.

Available in the guidance office are:

- **School Profile:** A description of Levittown High Schools included with every college application

- **Academic Course Catalog:** Detailed course information for General Douglas MacArthur and Division Avenue High Schools

- **College Planning Packet:** Essential guidance on the college application process

- **Academic Planning Worksheet:** A tool for students to plan high school coursework year by year

- **Guidance Portfolio:** A comprehensive overview of key high school information

All publications are reviewed and updated annually by the Counseling Department in collaboration with administrative staff. The counseling websites are also regularly maintained to ensure up-to-date information.