

REGULATION ANNE ARUNDEL COUNTY PUBLIC SCHOOLS

Related Entries: Policy JL

Responsible Office: DIVISION OF STUDENT SERVICES

STUDENT SERVICES

A. PURPOSE

The purpose of this regulation is to establish processes for the coordination of student services programs for all students within Anne Arundel County Public Schools (AACPS) in accordance with the Code of Maryland Regulations (COMAR).

B. BACKGROUND

Anne Arundel County Public Schools is responsible for a coordinated program of student services for all students that shall include but may not be limited to school counseling, school psychology, school social work, pupil personnel, and school health.

C. PROCEDURES

The Student Services Division is comprised of the Offices of School Counseling, Psychological Services, and Pupil Personnel. The Student Services Division is the contact for, and regularly collaborates with, the school health program. Student services personnel regularly participate in professional development to stay current in a wide range of social emotional issues that can create barriers to learning for children and adolescents such as bullying, suicide, and substance use. Ongoing training provides staff members with the tools to respond to difficult issues and referral sources are maintained and updated regularly to assist families and students seeking additional support.

1. SCHOOL COUNSELING

- a. The school counseling program is a data driven, preventative, developmental, and comprehensive program designed to support the academic and social/emotional growth of all students. School counselors shall provide an instructional program, which includes classroom activities, interdisciplinary curriculum development, group activities, individual advisement, and education of parent(s)/guardian(s).
- b. School counselors shall be certified by the Maryland State Department of Education (MSDE).
- c. Consistent with the aims of the American School Counselor Association (ASCA), the goal of AACPS is to ensure school counselors spend 80% of their time providing direct services to students. The remainder is spent in

program management and system support.

- d.** The School Counseling Program is aligned with the National Standards for School Counseling Programs and the goals of AACPS. Each school counselor is required to develop a clearly defined plan that includes strategies for systematic implementation and identified indicators for accountability as stipulated by the Office of School Counseling. School counselors are supervised and evaluated by the principal of the school to which they are assigned, with support offered by the Coordinator of School Counseling as needed.

2. PSYCHOLOGICAL SERVICES

- a.** The Office of Psychological Services (OPS) is comprised of school psychologists and school social workers who work cooperatively with colleagues within the Student Services Division to offer a coordinated program of services to students from birth through completion of academic programming. They use their knowledge of child development, learning principles, and mental health to develop and implement prevention and intervention services for students with a wide range of learning needs. School psychologists and school social workers form partnerships among parent(s)/guardian(s), educators, and the community, based on their knowledge of family influences that affect students' wellness, learning, and achievement.
- b.** Services from the OPS are available to all students with and without educational disabilities. These services include consultation, assessment, individual and group counseling, social skills training, crisis prevention and intervention, and appropriate programming for behavioral management for students. The OPS also offers workshops for school staff and parents, and direct community supports.
- c.** School psychologists shall be certified by the Maryland State Department of Education (MSDE). School social workers shall be certified by MSDE, and licensed by the Maryland Board of Social Work Examiners.
- d.** The Office of Psychological Services is aligned with the standards and ethical practices of the National Association of School Psychologists (NASP), the School Social Workers Association of America (SSWAA), and the National Association of Social Work (NASW) respectively.
- e.** School psychologists and school social workers shall develop and maintain standards for the delivery of services. The measurement of the attainment of these standards shall incorporate feedback from principals, process data, and student outcome data.

- f.** The Coordinator of Psychological Services is responsible for the supervision, evaluation, and performance ratings of school psychologists and school social workers.

3. PUPIL PERSONNEL

The Office of Pupil Personnel (OPP) shall support student achievement by minimizing the impact of obstacles such as homelessness, attendance/truancy, hardship issues and any other family or community challenges that may impact a student's ability to access educational services.

Pupil Personnel workers shall be certified by the Maryland State Department of Education (MSDE). The pupil personnel worker shall provide staff consultation, including student and parent(s)/guardian(s) contact regarding attendance, residency, and custody issues. The program is aligned to AACPS goals to create a safe learning environment that promotes accelerated student achievement. Strategies implemented shall improve daily attendance for students pre-kindergarten through grade 12 and provide supports for students to assist in the completion of high school graduation requirements.

- a.** Pupil personnel workers develop and maintain standards for the delivery of services. The measurement of the attainment of these standards shall incorporate feedback from principals, process data, and student outcome data.
- b.** The Coordinator of Pupil Personnel is responsible for the supervision, evaluation, and performance ratings of pupil personnel workers.

4. SCHOOL HEALTH

- a.** The school health program supports student success. School nurses shall function as a part of the school's multi-disciplinary team to bridge the gap among health, wellness, and learning. Working with parent(s)/guardian(s), other health professionals, and other school staff, the school nurse shall provide services for students that promote optimum health and academic success.
- b.** The Code of Maryland Regulations (COMAR) mandates that health coverage in schools be provided by a school health services professional. This professional is defined as a physician, certified nurse practitioner, or registered nurse with experience or special training, or both, in working with children and families in community or school health programs and practices in accordance with the current medical and nursing standards of care.

- c.** The school nurse shall provide services and education to ensure a safe and healthy school environment for all students and address health concerns that impact student attendance, classroom achievement, and graduation. The guidelines, procedures and protocols for the school health program shall include provisions to meet the following program requirements:

 - i. Health appraisal;
 - ii. Health requirements for new entrants, including immunizations physical examinations, and lead level screenings;
 - iii. Hearing and vision screenings;
 - iv. Communicable disease prevention and control;
 - v. Services to students with special health needs, including students with anaphylactic allergies;
 - vi. Emergency services, including the training of a first-aid, CPR, and AED back-up responder for each school;
 - vii. Medication administration, including procedures for self-administration of emergency medications;
 - viii. Health records in accordance with applicable federal and state laws and regulations;
 - ix. Confidentiality under the Family Educational Rights and Privacy Act and the Health Insurance Portability and Accountability Act; and
 - x. Professional development programs for all health staff to ensure a quality program that complies with legal mandates and current standards of best practice.

- d.** The Director of the Bureau of School Health and Support at the Anne Arundel County Department of Health shall serve as the school health services program coordinator. School health services personnel are under the direct supervision of the Director of the Bureau of School Health and Support.

- e.** Local school systems, with the assistance of local health departments, are responsible for providing school health services to public schools.

- f.** School health services are provided through a Memorandum of Understanding renewed annually between the Anne Arundel County Department of Health and AACPS.

Regulation History: *Developed by Office of Superintendent 08/19/15.
Reviewed by Board of Education 08/19/15.
Issued 08/19/15.*

Note Previous History: *Issued 05/16/07.*