

WHERE IS THE STUDENT SERVICES OFFICE LOCATED?

Entering the school through the 12th Avenue entrance, we are located in the southwest corner of the main lobby.

STUDENT SERVICES STAFF:

Mrs. Bouwens, Secretary **Ext. 240**

Mrs. Schreiner—Dir. of Special Educ. and Mr. Bohlken, Asst. Dir. of Special Educ.
Counselors for Students with IEPs **Ext. 224**

Mr. Sands—Counselor for students whose last names begin with letters K-Z **Ext. 228**

Mrs. Vance—Dir. Of Guidance and
Counselor for students whose last names begin with letters A-J **Ext. 225**

WHO IS A SCHOOL COUNSELOR?

- An Illinois certified, specially educated, caring person who has earned a Master's Degree in Guidance and Counseling
- A school person who provides guidance to ALL students
- A consultant
- A resource person
- A coordinator
- A group facilitator
- A teacher
- A person who helps teachers, parents, students and administrators

WHAT DOES A SCHOOL COUNSELOR DO?

- Works with individuals and groups
- Helps identify needs of students
- Encourages better inter-personal relationships
- Promotes positive attitudes and choices
- Aids teachers and parents in helping students
- Reviews test results to provide information about abilities, achievements, needs and interests
- Coordinates efforts with other agencies
- Coordinates referrals to outside agencies
- Participates in curriculum development
- Lends support to school, career and personal plans
- MAINTAINS CONFIDENCES
- Provides “preventive” counseling

WHO SEEKS HELP FROM THE COUNSELOR?

Students . . .

- I'm new here and I can't seem to make friends
- I don't seem to be getting along with my parents
- I'm worried about my classes and I wonder if I'll pass
- I just want to talk to someone who won't laugh at me
- I'm not sure I know what I want to do after I graduate from high school

Teachers/Administrators . . .

- Jane's behavior has been quite different lately
- John is very restless in my classroom
- Joan is often absent
- Joe is a new student and needs some special attention

Parents . . .

- Our daughter is getting poor grades and we don't know how to help her
- Sam has missed several days of school and needs to get started on missed assignments

HOW CAN I SEE MY COUNSELOR?

*Stop in and leave your name and
study hall with Mrs. Bouwens

*Tell a teacher or other staff
member that you want to see your counselor

WHAT IS THE PURPOSE OF INDIVIDUAL COUNSELING, GROUP MEETINGS AND CLASSROOM GUIDANCE?

- To help students develop self-understanding and self-awareness
- To build self-confidence and self-esteem
- To encourage students to recognize and make the best use of their capabilities
- To give students an opportunity to talk about educational and personal/social concerns
- To encourage students to recognize, understand and work through learning difficulties
- To help students better adjust to school and home environments
- To develop students' awareness of the world of work
- To teach students the decision-making/ problem solving process
- To help students think about options for post-secondary education
- To assist with post-secondary funding, including scholarships and financial aid
- To keep students informed about employment trends