

SILVER TRAIL MIDDLE SCHOOL

GUIDANCE DUTIES 2015-2016

Belinda Daise 6th Grade GUIDANCE DIRECTOR	Ginny Leopardi 7th Grade	Kelly DeLeon 8th Grade Counselor
Supervise All Student Services Operations	504 Coordinator	Charter Education
Standardized Test Coordinator	Child Abuse Designee	Algebra 1 & Geometry EOC
Clinic Operations/ Medical Trainings	Duke Tip	ACCESS for ELLs (Assessing Comprehension and Communication in English State-to-State for English Language Learners)
Over See Attendance	Naviance	Foster Care
Promotion/ Retention	Homeless Education	Matriculation
Registration	Civics EOC	ESOL
Articulation	Mentor Program	
Camp Mustang	6 th Grade Health Screenings	
Grade Level Immunizations		
Scheduling		
BASIS Training		
Child Study Team Coordinator		
Other Counselor Responsibilities		
Academic Improvement Plan Broward Standards Assessment (BSA replaces the BAFS) Course Recovery End Of Year Awards Florida Standards Assessment English Language Arts Florida Standards Assessment Mathematics Florida Standards Assessment English Language Arts-Writing Component Grade Level Attendance Interims Maintain Promotion in Jeopardy Status Mediation Parent Conferences RTI		