Use of Time: (Comparing time Beginning of the school year to 3/13 each year)

ASCA Model	2019-2020.	2020-2021
CATEGORY GOAL*	**%TIME**	**%TIME**
Student Services **80%** *or more*	Direct Student Services **44%**	Direct Student Services **29%**
	Indirect Student Services **25%**	Indirect Student Services **41%**
Program Defining, Managing and Assessing **20%** *or less*	**26%**	**25%**
Non-School-Counseling **0%**	**5%**	**5%**

What are some things you notice about the data?

Direct Services:

FOCUS ANALYSIS
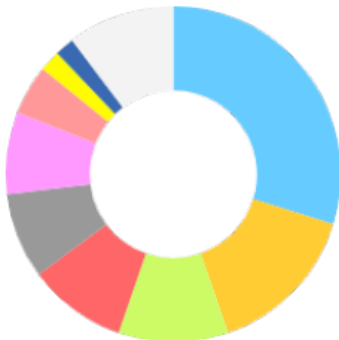
PERRYSBURG HIGH SCHOOL   August 1, 2019 - March 13, 2020

- 29.8% - A | Course Selection/Scheduling
- 14.9% - C | Post-Secondary Planning
- 10.6% - A | Other Academic
- 9.5% - A | Check-in/Follow-up Academic
- 8.3% - SE | Mental Health
- 7.9% - A | Achievement/Work Habits
- 4.8% - SE | Other Social Emotional
- 2.0% - SE | Check-in/Follow-up-Social Emotional
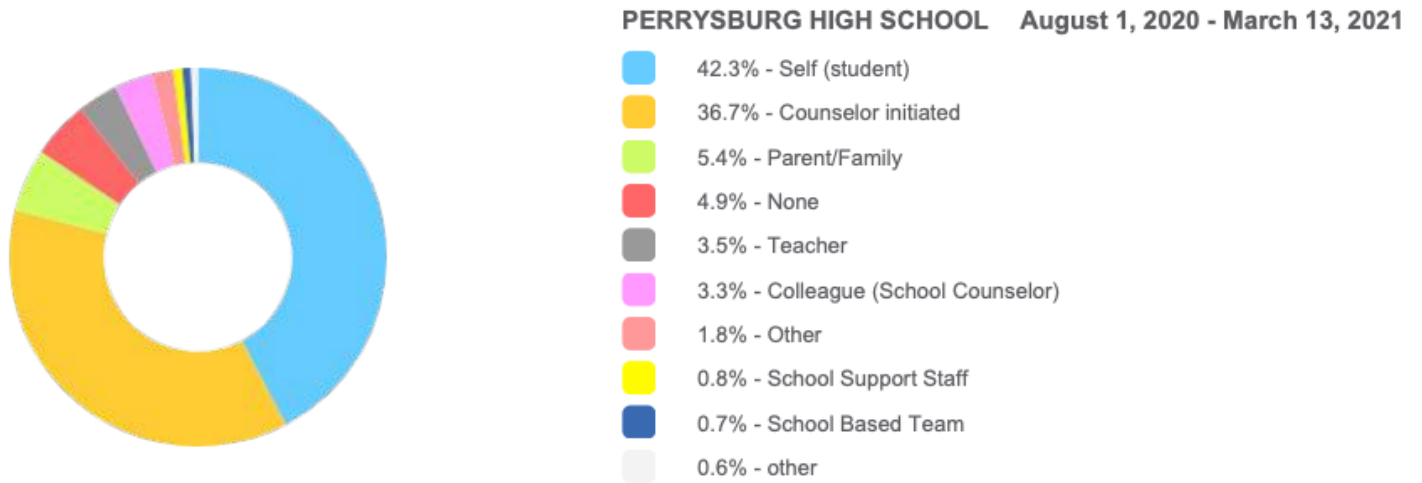- 1.9% - SE | Social Issues/Peer Relationships

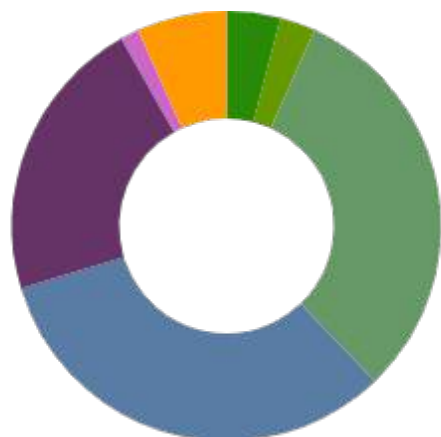**PERRYSBURG HIGH SCHOOL   August 1, 2020 - March 13, 2021**

- 26.6% - Other
- 15.2% - A | Course Selection/Scheduling
- 14.4% - C | Post-Secondary Planning
- 7.5% - SE | Check-in/Follow-up-Social Emotional
- 6.3% - SE | Coping Skills
- 5.9% - A | Achievement/Work Habits
- 4.4% - A | Check-in/Follow-up Academic
- 4.2% - SE | Other Social Emotional
- 4.0% - A | Other Academic
- 11.5% - other

Referral Analysis : (How do students get to the counseling office?)

PERRYSBURG HIGH SCHOOL   August 1, 2020 - March 13, 2021

- 42.3% - Self (student)
- 36.7% - Counselor initiated
- 5.4% - Parent/Family
- 4.9% - None
- 3.5% - Teacher
- 3.3% - Colleague (School Counselor)
- 1.8% - Other
- 0.8% - School Support Staff
- 0.7% - School Based Team
- 0.6% - other

USE-OF-TIME ANALYSIS: ALL HOURS

- 3.0% - Instruction
- 2.0% - Appraisal and Advisement
- 23.0% - Counseling
- 24.0% - Referrals/ Consultation/ Collaboration
- 16.0% - Defining, Managing, Assessing Activities
- 1.0% - Fair-Share Responsibility Activities
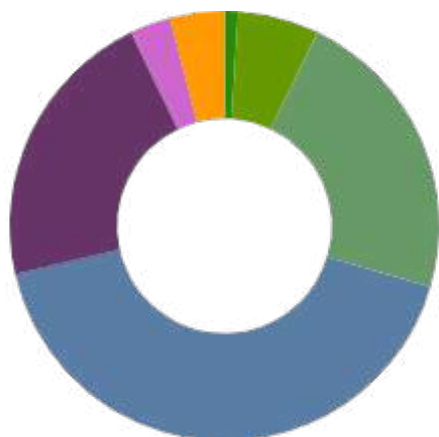- 5.0% - Non-School-Counseling Tasks

2019-2020 school year

Due to the Covid-19 Pandemic Schools were closed March 13, 2020 in an effort to consider what the typical trends of the counseling office looked like data is being reduced to time when students and counselors were in the building.

OK	CATEGORY GOAL*	%TIME	TOPIC		%TIME	HOURS	FREQ.
✖	**Student Services** **80%** *or more*	**Direct Student Services** **44%**	Instruction	▪	5.7	152	96
			Appraisal and Advisement	▪	2.8	74	83
			Counseling	▪	35.6	956	2231
		Indirect Student Services **25%**	Referrals/ Consultation/ Collaboration	▪	24.8	667	1097
✖	**Program Defining, Managing and Assessing** **20%** *or less*	**26%**	Defining, Managing, Assessing Activities	▪	24.1	646	491
			Fair-Share Responsibility Activities	▪	1.8	48	43
✖	**Non-School-Counseling** **0%**	**5%**	Non-School-Counseling Tasks	▪	5.3	143	136

American School Counselor Association (2012). The ASCA National Model: A Framework for School Counseling Programs, Third Edition. Alexandria, VA: author.

USE-OF-TIME ANALYSIS: ALL HOURS

- 1.0% - Instruction
- 6.0% - Appraisal and Advisement
- 22.0% - Counseling
- 41.0% - Referrals/ Consultation/ Collaboration
- 21.0% - Defining, Managing, Assessing Activities
- 3.0% - Fair-Share Responsibility Activities
- 4.0% - Non-School-Counseling Tasks

2020-2021 school year

Due to the Covid-19 Pandemic Schools were closed March 13, 2020. Students did return to school in a Hybrid model for school in August of 2020. This data reflects the same time period as last school year.

Students will return to full time attendance May 2021.

OK	CATEGORY GOAL*	%TIME	TOPIC		%TIME	HOURS	FREQ.
✖	**Student Services** **80%** *or more*	**Direct Student Services** **29%**	Instruction	■	1.5	75	77
			Appraisal and Advisement	■	6.4	319	520
			Counseling	■	21.3	1,059	2005
		Indirect Student Services **41%**	Referrals/ Consultation/ Collaboration	■	41.3	2,058	2480
✖	**Program Defining, Managing and Assessing** **20%** *or less*	**25%**	Defining, Managing, Assessing Activities	■	20.8	1,037	958
			Fair-Share Responsibility Activities	■	3.9	193	100
✖	**Non-School-Counseling** **0%**	**5%**	Non-School-Counseling Tasks	■	4.8	~~239~~	208

American School Counselor Association (2012). The ASCA National Model: A Framework for School Counseling Programs, Third Edition. Alexandria, VA: author.
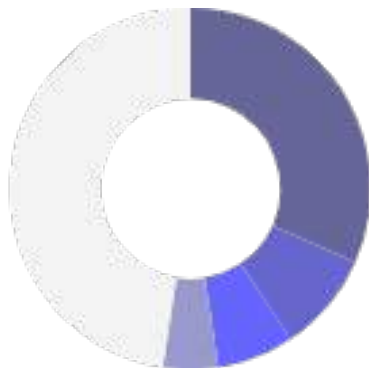
PARETO ANALYSIS: AUGUST 1, 2020 - MARCH 13, 2021 - ALL HOURS - SCHOOL DISTRICT

Direct Student Services 29%

DIRECT STUDENT SERVICES	%TIME	HOURS	FREQ
🟩 Counseling - Individual	51	1,361.34	2903
⬜ Other	49	1,186.00	1831

Indirect Student Services 35%

INDIRECT STUDENT SERVICES	%TIME	HOURS	FREQ
Email/Phone calls	32	1,029.48	1123
Admin & Counselors	9	279.93	354
Parent Contact • Parent Phone Call	7	214.89	594
Parent Contact • Parent Email / Letter	5	164.66	428
Other	48	1,339.00	1801

PARETO ANALYSIS: AUGUST 1, 2020 - MARCH 13, 2021 - ALL HOURS - SCHOOL DISTRICT

Program Defining, Managing and Assessing 25%
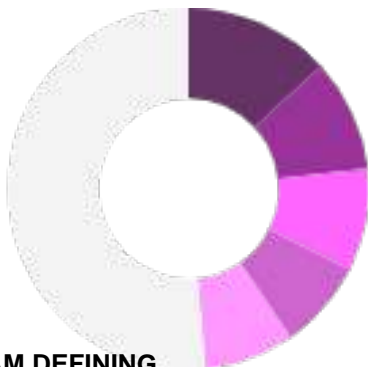
PROGRAM DEFINING, MANAGING AND ASSESSING	%TIME	HOURS	FREQ
Documentation/Paperwork	13	292.03	340
Duty • Arrival/Dismissal	10	238.75	452
Professional Development	9	208.51	158
Counseling Session Planning	8	195.82	265
Lesson Planning	8	196.28	219
Other	51	1,079.00	1099

Non-School-Counseling 10%

NON-SCHOOL-COUNSELING	%TIME	HOURS	FREQ
504	46	417.36	517
Standardized Test - Prep/Admin	26	236.96	289
Other	28	242.00	247

$$417.36 / 7.5 = 55.6 \text{ work days}$$

MONTHLY USE-OF-TIME ANALYSIS
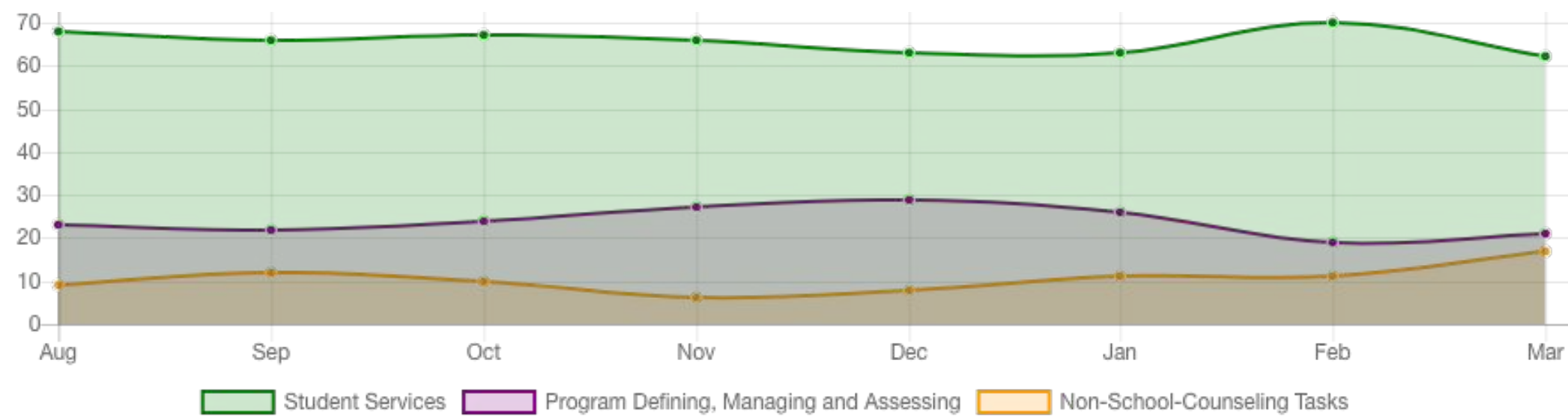
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
■ Student Services	68	66	67	66	63	63	70	62
■ Program Defining, Managing and Assessing	23	22	24	27	29	26	19	21
■ Non-School Counseling	9	12	10	6	8	11	11	17

MONTHLY USE-OF-TIME ANALYSIS
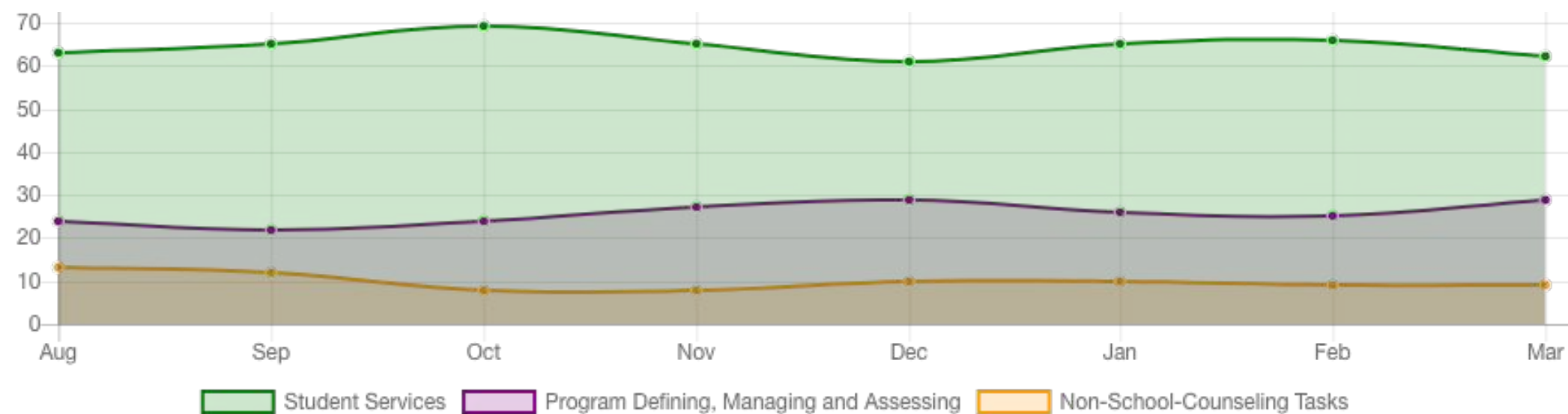
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
■ Student Services	63	65	69	65	61	65	66	62
■ Program Defining, Managing and Assessing	24	22	24	27	29	26	25	29
■ Non-School Counseling	13	12	8	8	10	10	9	9

FOCUS ANALYSIS

PERRYSBURG HIGH SCHOOL   **August 1, 2019 - March 13, 2020**
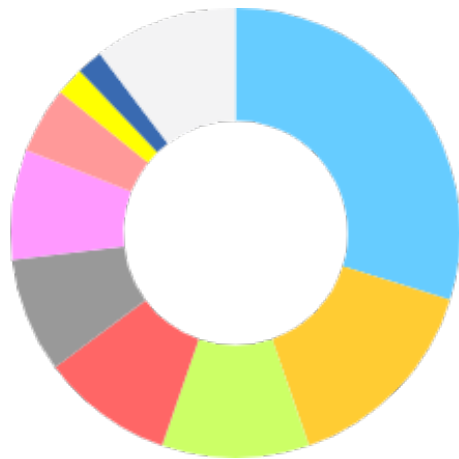
- 🔵 29.8% - A | Course Selection/Scheduling
- 🟠 14.9% - C | Post-Secondary Planning
- 🟢 10.6% - A | Other Academic
- 🔴 9.5% - A | Check-in/Follow-up Academic
- ⬜ 8.3% - SE | Mental Health
- 🟣 7.9% - A | Achievement/Work Habits
- 🌸 4.8% - SE | Other Social Emotional
- 🟡 2.0% - SE | Check-in/Follow-up-Social Emotional
- 🔵 1.9% - SE | Social Issues/Peer Relationships
- ⬜ 10.3% - other

Focus	Freq	Hours	% Time	% Total Time
A	Course Selection/Scheduling	474	229.1	29.8	29.8
SE	Coping Skills	24	9.2	1.2	95.7
SE	Cultural impact	1	0.2	0.1	100.0
SE	Bullying Prevention/Intervention	4	1.1	0.1	99.9
SE	Anger Management	5	1.8	0.2	99.8
SE	Conflict Resolution	7	2.1	0.3	99.6
A	Attendance	9	2.9	0.4	99.3
SE	Self Esteem	8	3.3	0.4	98.9

FOCUS ANALYSIS

Focus	Freq	Hours	% Time	% Total Time
SE | Behavior Concerns	12	5.2	0.7	98.5
C | Other Career	13	7.8	1	97.8
C | Check-in/Follow-up-Career	23	8.6	1.1	96.8
SE | Illness/Grief	22	9.8	1.3	94.5
C | Post-Secondary Planning	274	114.1	14.9	44.7
SE | Family Issues	26	13.3	1.7	93.2
Other	12	13.9	1.8	91.5
SE | Social Issues/Peer Relationships	37	14.5	1.9	89.7
SE | Check-in/Follow-up-Social Emotional	48	15.4	2	87.8
SE | Other Social Emotional	86	36.6	4.8	85.8
A | Achievement/Work Habits	131	60.7	7.9	81.0
SE | Mental Health	117	63.6	8.3	73.1
A | Check-in/Follow-up Academic	235	72.6	9.5	64.8
A | Other Academic	160	81.6	10.6	55.3
SE | Drug/Alcohol Issues	1	0.3	0	100.0

FOCUS ANALYSIS

PERRYSBURG HIGH SCHOOL   **August 1, 2020 - March 13, 2021**
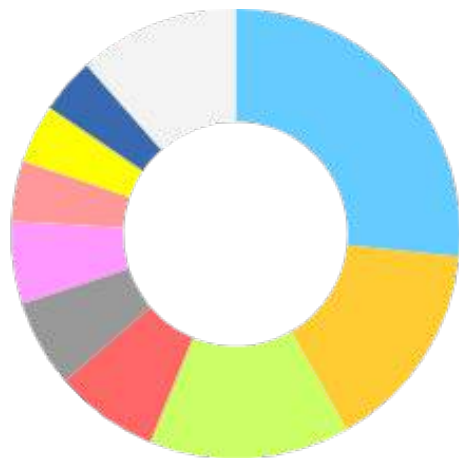
- 26.6% - Other
- 15.2% - A | Course Selection/Scheduling
- 14.4% - C | Post-Secondary Planning
- 7.5% - SE | Check-in/Follow-up-Social Emotional
- 6.3% - SE | Coping Skills
- 5.9% - A | Achievement/Work Habits
- 4.4% - A | Check-in/Follow-up Academic
- 4.2% - SE | Other Social Emotional
- 4.0% - A | Other Academic
- 11.5% - other

Focus	Freq	Hours	% Time	% Total Time
Other	860	447.7	26.6	26.6
SE	Illness/Grief	34	19.9	1.2	96.2
A	Attendance	4	1.2	0.1	99.9
C	Check-in/Follow-up-Career	6	2.8	0.2	99.8
SE	Conflict Resolution	8	3.8	0.2	99.6
SE	Anger Management	9	4	0.2	99.4
SE	Behavior Concerns	16	5.8	0.3	99.2
SE	Anxiety	21	10.1	0.6	98.9

FOCUS ANALYSIS

Focus	Freq	Hours	% Time	% Total Time
C	Other Career	15	10.6	0.6	98.3
SE	Self Esteem	20	11.9	0.7	97.7
SE	Cultural impact	5	13	0.8	97.0
SE	Social Issues/Peer Relationships	67	28.8	1.7	95.0
A	Course Selection/Scheduling	463	256.2	15.2	41.8
SE	Family Issues	84	37.4	2.2	93.3
SE	Mental Health	60	44.5	2.6	91.1
A	Other Academic	131	67	4	88.5
SE	Other Social Emotional	136	71.3	4.2	84.5
A	Check-in/Follow-up Academic	183	74.2	4.4	80.3
A	Achievement/Work Habits	232	99.2	5.9	75.9
SE	Coping Skills	115	106.6	6.3	70.0
SE	Check-in/Follow-up-Social Emotional	254	126.5	7.5	63.7
C	Post-Secondary Planning	511	242	14.4	56.2
SE	Bullying Prevention/Intervention	3	1	0.1	100.0

REFERRAL SOURCE ANALYSIS

PERRYSBURG HIGH SCHOOL   **August 1, 2020 - March 13, 2021**
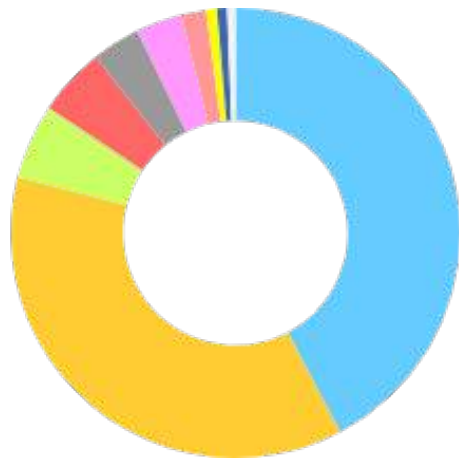
- 42.3% - Self (student)
- 36.7% - Counselor initiated
- 5.4% - Parent/Family
- 4.9% - None
- 3.5% - Teacher
- 3.3% - Colleague (School Counselor)
- 1.8% - Other
- 0.8% - School Support Staff
- 0.7% - School Based Team
- 0.6% - other

Referral Source	Freq	% Referrals	% Total Referrals
Self (student)	555	42.3	42.3
Counselor initiated	482	36.7	79
Parent/Family	71	5.4	84.4
None	64	4.9	89.3
Teacher	46	3.5	92.8
Colleague (School Counselor)	43	3.3	96.1
Other	23	1.8	97.9
School Support Staff	11	0.8	98.7

REFERRAL SOURCE ANALYSIS

Referral Source	Freq	% Referrals	% Total Referrals
School Based Team	9	0.7	99.4
Administrator	5	0.4	99.8
Peers	3	0.2	100