

JAY ELEMENTARY SCHOOL GUIDANCE ACTION PLAN (2018-2019)
Grades 3 - 5

Strand	Standard	Action (By Grade Level)	Timeline	Person Responsible	Date Completed
STRAND A: Academic Achievement	~ 1: The student understands and participates in a school environment.	School-wide discipline plan Code of conduct Classroom rules/orientation Assembly programs Home/Progress reports Teacher grading system ITV-daily presentations Student Library Helpers Safer Smarter Kids 5 th grade Music-Symphony & 5 th grade ACC Programs Yearbook AR Programs Daily discussion with students each academic area Science unit with class instructional session Ecology Fall Pictures Book Fair 5 th grade Chorus 5 th grade Chorus Christmas Program 5 th grade ACC Concert 4 th grade – Opera Media instruction/lessons	1 st sem 4-9 wks 4-9-wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks 1 st & 2 nd 9 wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks 1 st 9 wks 1 st – 9 wks 1st-9 wks 2 nd Sem 12/18 5/19 4- 9 wks 8/18-5/19	Faculty/Staff Faculty/Staff Faculty Guidance/Faculty Personal Safety Administration/Faculty Faculty Students Reading Teacher/ Students Teachers/Students Music Teacher/ Students Teachers/Students Faculty/Staff/Students/ Parents Science Teacher Faculty/Staff Media Music Teacher Music Teacher Music Teacher Music Teacher	5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 9/28/18 9/28/18 5/26/19 3/1/19 12/18/18 5/19/19 3/11/19 5/31/19
		~ 2: The student develops effective study skills.	Pre/Post Tests Weekly Newsletters Student Planners Individual/Class Projects Study groups – Science & Social Studies/Math/Language Arts homework Communication with parents by classroom teachers weekly plan	4-9 wks 4-9 wks Daily 4-9 wks Weekly 4-9 wks.	Faculty/Students Faculty/Students Faculty/ Students/Parents Faculty/Students Teachers Students/ Teacher

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		books Adequate Progress Record Assessments MTSS updates STAR assessment Internet Research Chorus & ACC – memorization of music Accelerated Reader Individual/Small group counseling	Yearly Yearly 4-9 wks 4-9wks Yearly Year long ongoing	Teachers/Guidance Teachers/Students Teachers/students Teachers/ Guidance/ co. staff Teacher/Students Media/Teachers Guidance/CDAC	5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19
	~ 3: The student develops effective time management skills.	AR/AM goal setting (individual) Character Education with Project Wisdom(goal setting) Individual Planners and classroom schedules AR points/time frame AR & AM Computer programs (individual) meet set nine weeks goals	4-9 wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks	Students/Teacher Guidance/Teacher Teachers Teachers/Students Classroom Teachers Teacher/Students	5/31/19 5/31/19 5/31/19 5/31/19 5/31/19
	~ 4: The student develops effective stress management skills.	Test-taking skills Maturation Video Health/Physiology Units Standardized Practice Tests Decision-Making Skill Unit Guidance Counseling S.S. Grinn Program Counsel individual students	1 wk Feb.2019 9 wks 9 wks 1 wk Daily 4-9 wks 4-9 wks	Faculty Guidance/County Teachers/Community Guidance/Teachers/ Students Counselor/student Counselor/Teachers/ Students Counselor	4/27/19 2/18/19 5/31/19 4/15/19 5/31/19 5/31/19 5/31/19 5/31/19

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	<p>~ 5: The student understands attitudes and behaviors related to academic achievement.</p>	<p>Student Recognitions/ Awards Decision – making skills Character/behavior videos in classrooms- Literature Circle</p>	<p>4-9 wks 4-9 wks 4-9wks</p>	<p>Teachers/PTO Guidance/Teachers Teacher/Students</p>	<p>5/31/19 5/31/19 5/31/19</p>
	<p>~ 6: The student develops interpersonal and communication skills for successful learning.</p>	<p>Oral reports/Group Projects Conflict Resolution Project wisdom Classroom rules/procedures Eye messages/signals Literature Circles ITV Video “Manners” Cooperative Learning Groups Social Studies and Science Writing Teacher: writing reports, letters, poems, and speeches</p>	<p>4-9 wks 4-9-wks Aug. - May 4-9 wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks 3rd 9 wks 4-9 wks</p>	<p>Teachers/Students Teachers/Students/ Guidance Teachers/Guidance Teachers/Students Teachers Teacher/Students Guidance/Students Teachers Teacher Teachers/Students</p>	<p>5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19</p>

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	<p><i>~7: The student assesses self and school success skills.</i></p>	<p>Accelerated Reader Program Honor Roll Self-improvement goals Conflict Resolution skills School-wide survey Perfect Attendance Pre/Post Star Reading Test Pre/Post Math Test — Track Meet Chorus (teamwork)</p>	<p>4-9 wks 4-9 wks 4-9 wks 4-9 wks May 4-9 wks 1-9 wks/4-9 wks 4th 9 wks 4-9 wks</p>	<p>Teachers/Students Students/PTO Students Students Student/Staff/Faculty/ Community Students/ Teachers Students/ Teachers Classroom Teacher Music teacher</p>	<p>5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 10/1/18 4/11/19 5/31/19</p>
	<p><i>~ 8: The student sets academic goals and makes decisions that help attain those goals.</i></p>	<p>Decision making skills AR goals Honor Roll AR quarterly/yearly goals AM objective goals Teacher/Student writing conferences Career Writing Character Education Red Ribbon Week</p>	<p>1st 9 wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks 2nd 9 wks 3rd 9 wks 10/18</p>	<p>Students Students Students Teacher Teacher Teacher/Student Writing Teacher Classroom Teacher Guidance/ Teacher Guidance/ Teacher</p>	<p>5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 10/12/18</p>

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STRAND B: Personal and Social Development	~ 1: The student develops personal responsibility for his or her own behavior.	Royals Cubs Rules (daily) Contracts	4-9 wks 4-9-wks	Students Students/Guidance/ Teacher	5/31/19 5/31/19
		Classroom/Lunchroom rules	4-9 wks	Students/Administratio n	5/31/19
		ITV video "Manners"	4-9 wks	Teacher Assistants	5/31/19
		School-wide discipline plan	4-9 wks	Students/Guidance Students/Administratio n/Teacher	5/31/19 5/31/19
		Decision making skills	4-9 wks	Students/Teachers	5/31/19
		Parent Communication Home Report	4-9 wks	Teachers	5/31/19
		Guided Reading – Character Books	4-9 wks	Reading Teacher	5/31/19
		Journal writing to record daily behavior	4-9 wks	Writing Teacher	5/31/19
		Self- control	ongoing	Student	
		Red Ribbon Week	10/18	Guidance/ Teacher	10/18/18
		Literacy Station – Chart & Contract to document work	4-9wks	Teacher/Students	5/31/19
		Music Rules & Classroom Participation	4-9 wks	Music Teacher	5/31/19
	~ 2: The student develops a positive appraisal of his or her personal qualities and traits.	Music Program	12/18	4-6 Students Music Teacher	5/31/19
		Writing	4-9 wks	Student/Teachers	5/31/19
		Character Education/Stickers/Discussion	4-9 wks .	Student/Teachers	5/31/19
		Journal Writing	4-9 wks	Student/Teachers	5/31/19
		Chorus/Art etc. courses	4-9 wks	Student/Teachers	5/31/19
		Citizen of the nine weeks Certificates	4-9 wks	Student/Teachers	5/31/19
		Little Miss Jay Pageant	2 nd - 9 wks	Band Boosters	2/9/19
		Christmas Parade	2 nd 9 wks	Community-City	12/12/18

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	<p>~ 3: The student masters effective communication skills.</p>	<p>Conflict resolution Classroom participation Assembly programs Journal writing Thank you notes to speakers Contests – Tropicana, etc. Monthly oral book reports required Science, Social Studies, oral reports assigned Writing Teacher Unit: The Process of Writing and Oral reading Read Across America/ Book Mark Topicana Speech Contest</p>	<p>4-9 wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks 5/19 On-going 4-9 wks 4-9 wks 1st 9 wks 1st 9 wks 3rd 9 wks</p>	<p>Student/Teachers/ Guidance Student/Teachers Student/Teachers/ Guidance Student/Teachers Student/Teachers Students Student/Teachers Student/Teachers Student/Teachers Writing Teacher Student/Teachers Teachers/guests</p>	<p>5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/7/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 10/1/18 5/7/19</p>
	<p>~ 4: The student masters social and interpersonal skills.</p>	<p>Decision making skills Conflict Resolution Cooperative learning groups Group Reading Rotations Grandparents Day</p>	<p>Daily 4-9 wks 4-9 wks Daily 9/18</p>	<p>Students/Teachers Students/Teachers Students/Teachers Students Students/Community/ Teachers</p>	<p>5/31/19 5/31/19 5/31/19 5/31/19 9/2/18</p>

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	<p>~ 5: The student develops constructive strategies and skills for managing personal and social conflict.</p>	<p>Conflict Resolution Parent Conferences Character Education Counselor worked with individuals and small groups Work Detail</p>	<p>4-9 wks 4-9 wks Aug.-May 4-9 wks As needed</p>	<p>Teachers/Students/ Guidance Teachers/Students/ Guidance Teachers/Students/ Guidance Guidance Students</p>	<p>5/31/19 5/31/19 5/31/19 5/31/19 5/31/19</p>
	<p>~ 6: The student develops a respect for cultural and human diversity and an appreciation for different customs and expectations (Multicultural Education).</p>	<p>Classroom curriculum units Peer tutors/mentors Cultural Curriculum materials Parent volunteers American History Units Reading stories about various cultures Social Studies Unit: Civics and Government, Economics, Culture</p>	<p>4-9 wks 4-9 wks as useful as needed 3 & 4 - 9 wks 1st 9 wks 4-9 wks</p>	<p>Classroom Teacher Guidance/Faculty Guidance Guidance/Faculty Resource people Students/Teachers Students/Teachers Teachers Social Studies Teacher</p>	<p>5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 10/2/18 5/31/19</p>
	<p>~ 7: The student acquires effective problem solving and decision making skills for resolving personal and social dilemmas.</p>	<p>AR rewards Character Education Safer Smarter Kids Decision Making skills ITV crew School programs Teacher/Counselor/small group/reenactment/collaboration</p>	<p>4-9 wks Aug.-May 4-9 wks 4-9 wks 4-9 wks 4-9 wks 4-9 wks</p>	<p>AR Committee/Teachers Guidance/Faculty Guidance/Faculty Guidance/Faculty/Admini- stration Students/Faculty Teachers Counselor/Teachers</p>	<p>5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19</p>

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		Tangrams	3 rd 9wks	Math Teacher	5/31/19
	~ 8: The student develops healthy lives and communities.	Daily healthy monitoring/Vision-hearing	4-9 wks	HealthTech./Guidance /Faculty	5/31/19
		Red Ribbon Week	10/18	Faculty/Guidance/ Administration	10/8/18
		Lunchroom participation	4-9 wks	Faculty/Guidance/Adm inistration/ Teacher Assistants	5/31/19
		Community Participation \$ and clothing	4-9 wks	Administration/ Guidance PTO/Org./Businesses/ Parents	5/31/19
		Classroom unit: "Crush It"	4 th 9 wks	Teacher	5/31/19
		Nutrition Unit	4 th 9 wks	Teacher	5/31/19
		Environmental Unit	4 th 9 wks	Teacher	5/31/19
		Human Body	4 th 9 wks	Science Teacher	5/31/19
		Drug Education	4 th -9 wks	Teachers	5/31/19
		Maturation Presentation	5/19	Guidance/Students	4/21/19
		Relay for Life – Walk-A-Thon	10/31/18	Students	10/16/18
STRAND C: Career Development	~ 1: The student understands that characteristics of good workers develop throughout their school career.	Character Education	4-9 wks	Guidance/Faculty	5/31/19
		School to Work	4-9 wks	Guidance	5/31/19
		Royal Creed	May	Guidance/Teacher	5/31/19
		Teacher/Student Discussion	4-9 wks	Teacher	5/31/19
		Volunteers sharing work expertise	4-9 wks	Teacher	5/31/19
		Careers	3 rd 9 wks	Reading Teacher	5/31/19
		Science/History Units	4-9 wks	Science/History Teacher	5/31/19
		Beta Club Student Volunteers-Set Example	Daily	Students	5/31/19
		Literacy Station Contracts	Weekly	Students	5/31/19
		Good Citizen Awards	4-9 wks	Students	5/31/19

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	~ 2: The student develops skills to understand and use career information.	Weekly Reading Stories Career Curriculum Career Videos	4-9 wks 11/18 11/18	Teachers Teacher Teacher/Guidance	5/31/19 5/31/19 5/31/19
	~ 3: The student understands how work relates to the needs and functions of society.	Non-fiction books about jobs Career Videos Writing Assignments Volunteer Share Safer Smarter Kids	daily daily daily daily 3-9 wks	Classroom Teacher Teacher/Guidance Classroom Teacher Classroom Teacher Teacher	5/31/19 5/31/19 5/31/19 5/31/19 5/31/19
	~ 4: The student is aware of different occupations and changing male/female roles	Non-fiction books about jobs Career Videos Writing Assignments Volunteer Share Science Units Reading Units P.E. and Music Class	daily 11/18 daily daily daily 1-9 wks 1-9 wks	Classroom Teacher Teacher/Guidance Teacher/Guidance Classroom Teacher Classroom Teacher Classroom Teacher Classroom Teacher Classroom Teacher P.E./ Music teacher	5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19 5/31/19

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STRAND D: Community Involvement	~ 1: <i>The student understands and enhances the community.</i>	Town Christmas Tree decorations	11/18	Community/Faculty/ Administration	11/8/18
		Community sponsorships (participation in Little League, church activities, Scouts, etc.)	4-9 wks	Administration/ Community	5/31/19
		Relay for Life-PTO	4/19	Relay for Life Team	2/16/19
		Veterans Day cards/hospital patients	11/18	Counselor/Teacher	11/11/18
		Food drive	11/18	Counselor/Teacher	3/5/19
		Valentine Day cards	2/19	Teacher/Students	2/12/19
		Little Miss Jay Contest	1/19	Teachers/Students	2/1/19
		Royal Cub Pride Stride	3/19	Students/Teachers Community /Senior Citizens	5/31/19
		Christmas Parade	2 nd 9 wks	Community-City Students/Community	12/5/18
		Can tabs for McDonald House	4-9 wks	Students/Community	5/31/19
		Box Tops for Education	4-9 wks	JHS cheer sponsor	10/11/18
		Mini Cheerleader Camp	1-9 wks	Music Teacher	12/1/18
		Christmas Choral Program	12/18	Music	12/11/18
		ACC Program for Town of Jay Christmas Tree Lighting	12/03/18	Teacher/Students	12/5/18

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<p>~ 2: The student develops and participates in community volunteer service projects.</p>	Town Christmas Tree decorations	11/18	Community/Faculty/ Administration	11/15/18
	Community sponsorships (participation in Little League, church activities, Scouts, etc.)	4-9 wks	Administration/ Community	5/31/19
	Relay for Life	4/19	Relay for Life Team	4/12/19
	Veterans Day cards/hospital patients	11/18	Counselor/Teacher	11/11/18
	Food drive	11/18	Counselor/Teacher	5/31/19
	Valentine Day cards	2/19	Teacher/Students	2/11/19
	Community Business volunteers with hands on activity in classroom	4-9 wks	Teachers/Students	5/31/19
	Can tabs for McDonald House	4-9 wks	Students/Community	5/31/19
	Box Tops for Education	4-9 wks	Students	5/31/19
	Cancer Relay, coin drive, hat day, inside-outside day, camo day, pride stride Community cleanup project.	4/19		5/31/19
	Unit Earth Science	1 st 9 wks	Science Teacher	10/12/18
	Interviews of community volunteers, Unit Reading & Research Skills, Immigration EREC Posters	1 st 9 wks 1 st 9 wks	History Teacher Teacher Assistant Students	10/12/18 5/31/19