**SCHOOL COUNSELING PORTFOLIO RUBRIC**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Student Name: |  | Date Entered: |  | | Semester/Year: | |  |
| Advisor Name: |  | Advisor Signature: | |  | | Date Reviewed: |  |

**Assessment Scale Rating**

**T =** Target performance; evidence exceeds expectations **A =** Adequate Performance, evidence meets expectations

**I** = Inadequate performance, evidence does not meet expectations **NE =** No Evidence

**Instruction to Evaluator:**  Insert T, A, or I rating in space in last column for each category

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **2009 CACREP STANDARDS** | **EVIDENCE** | | | | | | | | | | | | | **COMMENTS** | | | | **RATING** | |
| 1. **Foundations**   CACREP:SC.A-B  **Professional Orientation**  **and Ethical Practice**  CACREP: II.G.1a-j | **KNOWLEDGE** | | | | | | **SKILLS & PRACTICE** | | | | | | |  | | | |  | |
| * Resume * Graduate Transcripts/Diploma * Professional Credentials/Memberships * Training Certificates/Licensure(s) * Test Scores (Praxis, NCE, Comps) * Professional Goals & Strengths Paper (COUN 7411) * Counselor Interviews (COUN 7411 and/or COUN 7822) * Coursework from COUN 7885 (elective) * Articles written for publication * …and any other relevant materials | | | | | | * Mission Statement * Philosophy & Belief Statement * Counseling Brochure/Flyer/Bulletin Board/ Website/Letters * “Get to Know the Counselor” Guidance Lesson * Foundation Section of Goals & Objectives (COUN 7640) * Permission Slips (i.e. Taping, etc.) * Selective Theory Sorter (obtained during Practicum) * …and any other relevant materials | | | | | | |
| 1. **Counseling, Prevention, and Intervention**   CACREP:SC.C-D  **Human Growth and Development**  CACREP:II.G.3a-h  **Helping Relationships**  CACREP:II.G.5a-g  **Group Work**  CACREP:II.G.6a-e | **KNOWLEDGE** | | | | | | **SKILLS & PRACTICE** | | | | | | |  | | | |  | |
| * Practical Application of Lifespan Development Theories Paper (EDPR 7117) * Short Papers on Theories (EDPR 7117) * Article Presentation (EDPR 7117) * Journal Article Reviews (COUN 7411) * Research Paper/Treatment Plan (COUN 7571) * Crisis Techniques Journal (COUN 7730) * Case Conceptualization (COUN 7541) * Theory Techniques Journal (COUN 7541) * Journal Article Reviews (COUN 7531) * Psychotherapy Group Reaction Paper (COUN 7531) * Class Group and Process Paper (COUN 7531) * …and any other relevant materials | | | | | | * Presentations or handouts about child development * Individual Counseling Tape Evaluations   (COUN 7411, COUN 7571, & Practicum)   * Referral Forms (parents, teachers, & self) * Behavior Plans & Charts (COUN 7541 & 7542) * Conceptualization Paper (COUN 7542) * Progress Reports/Grade Reports (pre & post interventions) * Student Goal Setting Forms * Training Certificates & Materials * Psychoeducational Group Lesson and Paper (COUN 7531) * Group Lesson Plans with * Self-evaluations/Reflections * Alcohol & Drug Prevention Programming * …and any other relevant materials | | | | | | |
| 1. **Diversity and Advocacy**   CACREP:SC.E-F  **Social and Cultural Diversity**  CACREP: II.G.2a-2f | **KNOWLEDGE** | | | | | | **SKILLS & PRACTICE** | | | | | | |  | | | |  | |
| * Minority Presentation (COUN 7750) * Book Character Conceptualization (COUN 7750) * Research Paper/Treatment Plan   (COUN 7571 – if client PP applicable)   * Coursework from SPED 7000 * Any article reviews dealing with GLBTQ issues, religious/spiritual differences, physical and mental health differences and disabilities * …and any other relevant materials | | | | | | * Action Plan: Parts I-III (COUN 7750) * Cultural Genogram & Reflection Paper (COUN 7750) * Any training and/or workshops dealing with GLBTQ issues, religious/spiritual differences, physical and mental health differences and disabilities * Lesson Plans on Equality/Citizenship * Themed Monthly Awareness Programs * …and any other relevant materials | | | | | | |
| 1. **Assessment**   CACREP:SC.G-H  CACREP: II.G.7a-g | **KNOWLEDGE** | | | | | | **SKILLS & PRACTICE** | | | | | | |  | | | |  | |
| * Written Assessment Report (COUN 7551) * Test Instrument Presentation (COUN 7551) * Crisis Triage Assessment (COUN 7730) * …and any other relevant materials | | | | | | * Any Test Administration Experience * Student Support (i.e. SI-Team) * Kuder Certification & Assessments (COUN 7640) * IEP/SPED/APEX Experience * Pre- & Post-Intervention Assessments * School Climate/Needs Assessments * Academic Tracking * iStation or Discovery Education Assessments * Referrals (i.e. Student Assistance Program) * …and any other relevant materials | | | | | | |
| 1. **Research and Evaluation**   CACREP:SC.I-J  CACREP: II.G.8a-f | **KNOWLEDGE** | | | | | | **SKILLS & PRACTICE** | | | | | | |  | | | |  | |
| * Research Paper (EDPR 7521) * Journal Article Reviews related to School Counseling practices * Goals & Objectives-Accountability Section (COUN 7640) * …and any other relevant materials | | | | | | * Helping with a School Improvement Plan * TCAP & TVAAS Reports * School Report Card * Behavioral Observations * …and any other relevant materials | | | | | | |
| 1. **Academic Development**   CACREP:SC.K-L  **Career Development**  CACREP: II.G.4a-4g | **KNOWLEDGE** | | | | | | **SKILLS & PRACTICE** | | | | | | |  | | | |  | |
| * Theoretical Orientation Paper (COUN 7561) * Journal Article Reviews (COUN 7561) * Career Center Review (COUN 7561) * Career Self-Assessment Paper with Strong Interest Inventory & Myers Briggs Type Indicator (COUN 7561) * Book Report (COUN 7561) * Lesson Plan Development using Differentiated Instructional Strategies * Curriculum Design * Classroom Management Strategies * …and any other relevant materials | | | | | | * Fantasy Career Notebook (COUN 7640) * Group Project Presentation (COUN 7561) * Goals & Objectives—Delivery Section (COUN 7640) * Materials related to college admissions and scholarships * Career or Interest Inventories * O\*NET Resources * Four-Year Plans * Academic Counseling Forms * Career-oriented Lesson Plans * …and any other relevant materials | | | | | | |
| 1. **Collaboration and Consultation**   CACREP:SC.M-N | **KNOWLEDGE** | | | | | | **SKILLS & PRACTICE** | | | | | | |  | | | |  | |
| * Consultation Outline & Grading Rubric (COUN 7571) * Papers and presentations relevant to collaboration and consultation * Materials gathered from speakers and presenters from Principles of School Counseling * Research articles read and/or summarized relevant to collaboration and consultation * …and any other relevant materials | | | | | | * Goals & Objectives-Management Section (COUN 7640) * Peer Mediation * Peer Tutoring * Correspondence with parents, teachers, and community stakeholders * Advisory Council meeting minutes * Student Assistance Program (SAP) referrals * …and any other relevant materials | | | | | | |
| 1. **Leadership**   CACREP:SC.O-P | **KNOWLEDGE** | | | | | | **SKILLS & PRACTICE** | | | | | | |  | | | |  | |
| * Papers and presentations relevant to leadership * Materials gathered from speakers and presenters from Principles of School Counseling * Research articles read or summarized relevant to leadership * …and any other relevant materials | | | | | | * Parent workshops * Presentations given at faculty meetings * Lesson materials on leadership styles * Advisor/Advisee Program materials * Materials from sponsored clubs or organizations (i.e. National Honors Society, SGA, etc.) * …and any other relevant materials | | | | | | |
| **RATING SUMMARY:** | **T** | **=** |  |  | **A** | **=** | |  |  | **I** | **=** |  |  | | **NE** | **=** |  | |  |
| **ADDITIONAL COMMENTS:** |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  | |  |