

Social, Emotional & Academic Development Department



District & School-Based Teams

Student Support Team:

All students deserve to learn in an environment where they feel connected, safe, and encouraged to thrive. The student support team will create and integrate sustainable, high-quality social, emotional, and academic development processes and help increase students' opportunities for deeper connections to their peers, educators, and school community.

College & Career Advisor: College and Career Advisors' primary focus, working alongside School Counselors, is to create and support postsecondary success plans for every senior, increase postsecondary training and matriculation and persistence.

School Counselor: School Counselors design and deliver a comprehensive school counseling program that helps all students meet standards in the areas of academic achievement, social and emotional development, and college and career.

School Social Worker: School Social Workers serve as mental health and trauma-informed professionals who connect home, school, and community by providing direct and indirect services to students, families, and school personnel to enhance students' academic success and overall well-being.

Student Support Coach: Student Support Coaches utilize a relationship-based approach to support and assist students, staff, and families to execute comprehensive positive behavior strategies leading to the development and application of healthy student behavior.

Student Success Planning Team: Student Success Planning (SSP) teams align a personalized, relationship-based approach to connecting a broad range of supports in and out of school to engage students' strengths and meet individual needs of the whole child, enabling each and every student to thrive.

Student Support Team Mutual Job Responsibilities (School-Based)

All - School Counselor, School Social Worker, Student Support Coach

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| <ul style="list-style-type: none"> ● Support the development and implementation of the Response to Instruction and Intervention for academics and behavior (RTI:A/B) plan ● Meet collaboratively as an interdisciplinary team to plan for and support student success ● Serve on Student Success team ● Provide individual student and small group support ● Create community resource connections for students and families to remove barriers and build assets in academics, health, social emotional health, future ready, and family domains ● Analyze Student Well-being screener data to target areas in both academic and non-academic growth ● Collaboratively design and provide school-based crisis response | <ul style="list-style-type: none"> ● Provide professional learning to school staff ● Participate in parent/student conferences to build student success ● Input into Individualized Education Plans, Behavior Intervention Plans, 504 Plans, and English Learner ● Provide data-driven interventions focused on student behavior and creating a positive school climate ● Collaborate cross-departmentally to reduce barriers to student success ● Maintain confidentiality ● Implement district, state, and federal policies, regulations, and laws, where appropriate ● Adhere to the applicable Code of Ethics as defined by Tennessee Law |
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Student Support Facilitator (District-Based)

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| <ul style="list-style-type: none"> ● Schedule and design monthly professional learning sessions for school-based student support coaches ● Provide thought partnership related to targeted student needs ● Develop and implement systems for coaching cycles with school-based student support coaches | <ul style="list-style-type: none"> ● Align professional development with data ● Lead strength-based cadres to create shared leadership and expertise ● Provide thought partnership to administration around students and staff supports ● Participate in learning walks |
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Student Support Coach (School-Based)

Student	Staff	School Community
<ul style="list-style-type: none"> • Be proactive and responsive to individual student behavioral needs • Develop, support, and monitor student intervention plans • Provide one-on-one classroom student support and model positive behavior strategies for academic success • Participate in alternative placement meetings • Develop, coordinate, implement tiered student support structures • Provide mentoring for students • Teach regulation and coping strategies 	<ul style="list-style-type: none"> • Plan and deliver professional learning sessions on social emotional and academic development strategies • Provide social, emotional, and academic development curriculum support and training to teachers in the areas of planning, instruction, and engagement • Provide teachers with coaching support around building a positive classroom environment, classroom management, and personalization • Assist and develop with data collection systems • Lead and participate in team meetings regarding RTI A/B • Assist schools in coordinating the integration of school-level practices to prevent bullying and harassment • Coordinate student support team, including behavior specialists, Connect classroom and Choice Academy teachers, and behavior assistants 	<ul style="list-style-type: none"> • Participate in learning walks • Develop and lead personalization initiatives • Support implementation of social, emotional, and academic development practices i.e. Advisory, Morning Meetings, Peace Corners, etc. • Connect students to agencies and resources through SSP structures • Develop calm corners and reset spaces

College & Career Advisor Lead (District-Based)

Student	Staff	School Community
<ul style="list-style-type: none"> Advocate for all students to thrive and succeed in their individual pathways Assure that all high schools provide a variety of college and career experiences and exposure to all students Collaborate with district leads to provide college and career exposure to K-12 students 	<ul style="list-style-type: none"> Prepare reports and analyze college acceptance statistics and scholarships awarded Collaborate across departments to advocate for equitable academic opportunities to EPSOs and rigorous coursework in preparation for postsecondary choices 	<ul style="list-style-type: none"> Support High School College and Career Advisors in onboarding and continuous professional development Serve as a liaison to higher ed institutions, CBOs, apprenticeship and direct to workforce connections

College & Career Advisor (School-Based)

Student	Staff	School Community
<ul style="list-style-type: none"> Provide every graduating senior with a best-fit postsecondary success plan Maintain systematic and frequent contact with advisees Support students with developing resumes, completing applications and financial aid and accessing transcripts Deliver classroom lessons around college and career postsecondary opportunities Coordination and referral of supports for postsecondary housing and majors or fields 	<ul style="list-style-type: none"> Collaborates with School Counselors to promote comprehensive student support Submits and coordinates documentation to colleges, businesses, and scholarship sources according to FERPA guidelines Prepares reports and analyzes college acceptance statistics and scholarships received by students Provide thought partnership to school administration based on analysis 	<ul style="list-style-type: none"> Serves as liaison and fosters intentional relationships with other advisors, colleges, and departments Provides information to parents through printed materials, workshops, meetings, and other appropriate forms of communication Engages in professional learning activities, staying current on changing institutional information

Social Worker Coordinator (District-Based)

Student	Staff	School Community
<ul style="list-style-type: none"> ● Provide overall leadership and coordination of a comprehensive School Social Work services program for the school district ● Coordinate the planning, development, implementation, and evaluation of programs, policies, and procedures for assigned areas to ensure the most effective utilization of resources ● Responsible for policy and protocol development, articulation of School Social Work services program alignment with the district strategic direction of the district, consultation, collaboration, and program development with internal and external stakeholders ● Develop, review, analyze, and update programs for delivery of School Social Work services and preparation of systems level reports ● Develop, recommend, and implement a budget for the School Social Work department; monitors expenditures to ensure compliance ● Develop and implement long and short-term plans, goals, and objectives for the School Social Work Department 	<ul style="list-style-type: none"> ● Provide direct supervision, conducts observations and evaluations for school and district social workers ● Facilitate School Social Work professional learning ● Facilitate and collaborate with Universities/Specialist/Outside Agencies to provide professional development for School Social Workers, district level, and school-based staff ● Provide professional learning to certify staff as Certified Trauma Resilience Specialist in Education, Trainer for Restorative Practices, Trainer for Therapeutic Crisis Intervention for Schools ● Develop and implement systems for coaching cycles with school and district social workers ● Ensure data related to School Social Work services is collected, reviewed, and reported ● District representative for School Social Work program at meetings, conferences, and institutes ● Serve as the system's content expert to ensure legal adherence to local, state, and national regulations ● Work cross-departmentally to reduce barriers to student success 	<ul style="list-style-type: none"> ● Coordinate and co-lead the district crisis team in providing immediate on-site crisis intervention and emotional support to school staff, students, and families ● Provide ongoing professional learning aligned with requirements of the role, including students in or returning from crisis ● Serve as liaison with community social services agencies, juvenile court, and mental healthcare providers, and other key members of the community ● Write and manage grants to enhance services to reduce barriers for student success. ● Support the implementation of Student Success Planning, RTI/A/B, and wrap around services ● Provide education on child development, psychopathology, social and environmental conditioning, cultural diversity, and family systems ● Coordinate daily work activities: organizes, prioritizes, and assigns work; monitors status of work in progress and inspects completed work; consults with staff, assists with complex problem situations, to assigned areas

		<ul style="list-style-type: none"> Adhere to NASW Code of Ethics and Teacher Code of Ethics
Social Worker Lead (District-Based)		
Student	Staff	School Community
<ul style="list-style-type: none"> Observe and provide coaching and training to School Social Workers in their identified schools Assist with professional learning for School Social Workers and district-wide staff Ensure the fidelity of the delivery of comprehensive School Social Work services in schools Collaborate with McKinney-Vento Liaison to support School Social Workers serving students and families in transition Support and help implement Student Success Planning and coach School Social Workers on effective strategies to reduce barriers to student success Organize and facilitate mentoring programs for all new School Social Workers Coach School Social Workers on how to analyze Student Well-being Survey data 	<ul style="list-style-type: none"> Serve as lead, facilitate, and participate on the District Wide Crisis Response Team Assist school community with threat assessments, suicide risk assessments, and re-entry meetings of students experiencing crisis Provide individual and group mental health counseling and/or behavior counseling to identified students with parent/guardian consent Assist with coordinating the integration of school-level practices to prevent bullying and harassment Serve on teams with district-wide staff in all departments to work to reduce barriers to student success Support the implementation of RTI-A/B framework 	<ul style="list-style-type: none"> Partner with Coordinator of School Social Work to develop, enhance, and maintain liaisons with community partnerships with varied community agencies to meet the identified needs of students, families, and the school utilizing SSP structures Promote community and parent involvement with schools to include use of wrap around services identified and coordinated within the SSP structures Assist with development of a written annual plan, which is data driven and includes measurable goals based on the needs of the school and students Work with Coordinator of School Social Work to analyze School Social Work data to ensure fidelity of services and impact of services Provide professional learning to certify staff as Certified Trauma Resilience Specialist in Education, Trainer for Restorative Practices, Trainer for Therapeutic Crisis Intervention for Schools Adheres to NASW Code of Ethics and Teacher Code of Ethics

Social Worker (School-Based)

Student	Staff	School Community
<ul style="list-style-type: none"> ● McKinney-Vento and Foster Care School Building Level Coordinators ● Provide individual and small group academic, skill building, mental health, and/or behavioral counseling and support groups ● Individual and school-wide crisis prevention, response, and intervention ● Conduct suicide risk assessments and threat assessments in collaboration with School Counselors ● Co-facilitate re-entry meetings with School Counselors for students returning from crisis ● Facilitate transition meetings from alternative placement to home school ● Dropout prevention and academic/career coaching for McKinney-Vento ● Conduct home visits to provide supportive services to students and families 	<ul style="list-style-type: none"> ● Provide professional learning to staff on barriers impacting student success ● Provide education that promotes awareness of mental health ● Collaborate with homebound liaison to ensure that applicable students, families and school personnel understand the procedure for qualification ● Co-facilitate Student Success Planning team with School Counselor ● Assist schools in coordinating the integration of school-level practices to prevent bullying and harassment 	<ul style="list-style-type: none"> ● Work to identify needs of families and provide parent education, facilitate parent support groups, connection to community resources, etc. ● Serve as liaison for community agencies, providing the bridge between schools, students, and families to ensure access to services ● Participate on crisis response teams ● Coordinate and deliver community resources toward student, family, and school needs ● Advocate and educate on behalf of issues of diversity, social opportunities that lead to school failure, education, chronic absenteeism, and discipline disparities ● Assist families in completing forms to secure stable housing, health, wellness and nutrition support

Student Success Planning Coordinator (District-Based)

Student	Staff	School Community
<ul style="list-style-type: none"> ● Create the vision and action plan for student success planning and SSP projects on a yearly basis to guide the work of SSP teams ● Coordinates the planning, developing, and implementing with fidelity of SSP to ensure the most effective utilization of resources to support the vision and mission of the school district ● Develop systems that connect students to a range of prevention, early intervention and intensive services programs that address the physical, emotional, cognitive, and social development of each student ● Evaluate effectiveness of operations and programs in assigned areas; identifies and recommends improvements or enhancement ● Develop and implement long and short-term plans, goals, and objectives for SSP ● Provide direct supervision, mentoring, and coaching to SSP Leads. ● Lead SSP working groups, SSP advisory groups, and district SSP steering committee 	<ul style="list-style-type: none"> ● Monitor and support the implementation of SSP at each site to ensure fidelity of the model ● Collaborate with schools to assess and meet the academic and non-academic needs of students ● Align data and reports to address critical components of the district's strategic plan of SSP and yearly initiatives ● Develop and conduct professional learning sessions for Student Success teams ● Manage relationships, coordinate, and collaborate with district, building, and community leaders as it relates to SSP planning ● Manage the workload across the team to ensure timely completion of reports and timelines are met ● Collaborate with principals, district leaders, and other school leaders to support school-based teams in the delivery of the model ● Conduct professional learning around relevant data, use of data visualization platforms, and understanding accountability systems at the school and district level 	<ul style="list-style-type: none"> ● Develop and enhance community partnerships with varied community agencies to meet the identified needs of students, families, and the school ● Collect data on the implementation of the model and delivery of services ● Attends professional learning as needed to learn new procedures or increase ability in use of data, technology, and other district initiatives ● Collaborate with larger integrated support services organizations on policy and practice recommendations ● Provides emergency and/or crisis response and support district crisis initiatives ● Direct building level transitions of SSP students from cradle to career ● Collaborate with district leadership on the creation and maintenance of SSP data platform ● Promote the SSP model to the school community, families, and community agencies

Student Success Planning Lead (District-Based)

Student	Staff	School Community
<ul style="list-style-type: none"> • Ensure timely creation of student plans, student goals, student resource connections, plan updates, and student tiering process for all assigned Student Success Planning schools • Maintain current knowledge of national school administrator, school counseling and school social workers role expectations, code of ethics, and confidentiality rules required to maintain licensure • Assist with creating the vision and action plan for SSP and SSP projects on a yearly basis to guide the work of SSP teams • Support emergency and/or crisis response and initiatives 	<ul style="list-style-type: none"> • Monitor the implementation of SSP at each site to ensure fidelity of the model • Support school teams to manage areas of expertise, workload, team assignments, and team members working within their scope of practice • Provide differentiated supports and accountability for SSP schools based on school implementation level • Provide thought partnership to SSP teams • Assist with analysis of data from district databases to support SSP work and meet SSP school and district improvement goals 	<ul style="list-style-type: none"> • Evaluate effectiveness of operations and programs in assigned areas, identify and recommend improvements or enhancements • Develop and implement long and short-term plans, goals, and objectives for assigned areas of SSP • Conduct professional learning to stakeholders regarding SSP structures and use of the SSP platform • Support building level transitions of SSP students from cradle to career • Promote the SSP model to the school community, families, and community agencies

Lead School Counselor (District-Based)

Student	Staff	School Community
<ul style="list-style-type: none"> • Ensure the delivery of comprehensive counseling services, activities, programs, and interventions critical to the academic, career, and social/emotional development of all students • Observe and provide coaching and training to school counselors in their identified schools 	<ul style="list-style-type: none"> • Lead and ensures the planning, implementation, and evaluation process of a comprehensive counseling program for all schools including social emotional learning • Manage, analyze, and utilize data from district databases to support counseling work and meet school improvement 	<ul style="list-style-type: none"> • Coordinate professional learning for community partners • Assist with the development of a written, annual plan, which is data driven and includes measurable goals, which are appropriately scoped and sequenced, based on the needs of the school and students.

<ul style="list-style-type: none"> • Design and implement professional learning for school counselors and district-wide staff • Develop and facilitate mentoring programs for all new school counselors • Facilitate grade band advisories with school counselors who help advise and lead the work of school counseling 	<p>goals and students' academic, career and social-emotional needs</p> <ul style="list-style-type: none"> • Facilitate professional learning, model effective best practices to support counseling strategies, lead discussions in evidence-based research with building leaders and support the implementation student support practices • Support the implementation and supervise the RTI:A/B framework 	<ul style="list-style-type: none"> • Enter and analyze data district School Climate Surveys • Collaborate with early learning centers and middle school personnel to ensure a smooth transition from tier to tier • Assist with orientation activities for incoming students and parents. • Co-lead and facilitate district crisis team • Provide advice across district teams to support K-12 educational interventions and on time high school graduation
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School Counselor (School-Based)

Student	Staff	School Community
<ul style="list-style-type: none"> • Reviews a variety of student assessment data to ensure continuous improvement in measurable student performance and achievement • Collaborates to discover and develop special abilities of students, with a long-term goal of high school graduation • Counsels students on an individual or small-group basis to develop resolution and/or coping skills when dealing with personal problems related to school, home, health, and emotional issues that may impact educational achievement and /or school attendance • Individual and school-wide crisis prevention, response, and intervention 	<ul style="list-style-type: none"> • Deliver a comprehensive school counseling program including Social Emotional, Academics, and College & Career. • Confidentially initiate, assemble, maintain, interpret, and appropriately transfers accurate health, attendance, cumulative progress, activity, and uniform transcript records for assigned students • Collaborate with homebound liaison to ensure that applicable students, families and school personnel understand the procedure for qualification • Co-facilitate SSSP team with School Social Worker • Provide education that promotes awareness of mental health 	<ul style="list-style-type: none"> • Collaborate with school staff, students, parents, district personnel, and other stakeholders • Communicate the role of the school counselor and available services to students, parents, and community • Serve as liaison between student, home, and school • Participate on crisis response teams • Assist with connecting students to high school work-based learning opportunities • Collaborate with community agencies to provide outside resources to students and families aligned with SSP structures • Coordinate 504 plans within schools • Design and implement college and career fairs

<ul style="list-style-type: none"> • Conduct suicide risk assessments and threat assessments in collaboration with School Social Workers • Co-facilitate re-entry meetings with School Social Workers for students returning from crisis or alternate placement 	<ul style="list-style-type: none"> • Coordinate curriculum/lessons related to academic planning and class choices • Provide professional development in the areas of social, emotional, academics and college and career 	
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Trainings offered by Social, Emotional and Academic Development Department

Response to Instruction & Intervention for Behavior RTI-B	De-Escalation Strategies	Trauma-Informed Practices/ACES Training
Comprehensive social, emotional and academic development supports	COMP - Classroom Management Training	Morning Meetings & Optimistic Closures
SEL Signature Practices	High Quality Circles	Restorative Practices
Autism Basics	Olweus Bully Prevention	Peer Mediation
STARS Move to Stand	Introductory & ongoing training for Social Workers	Introductory & ongoing training for School Counselors
Introductory & ongoing training for Student Support Coaches	Introductory & ongoing training for SSP Teams	Suicide Risk Assessment/Threat Assessment
Managing social media	Zones of Regulation	Therapeutic Crisis Intervention (TCIS)