

GUIDANCE DEPARTMENT
2018-2019
END-OF-YEAR REPORT



**GUIDANCE DEPARTMENT
GRADES 7-12
KATRINA PUTMAN
DEPARTMENT HEAD**

The purpose of this report is to present an overview of the Guidance services at OFA for the 2018-2019 school year. Mr. Christy and Mrs. Putman serve students in grades 9-12 while Mrs. TenEyck serves students in grades 7-8. The counseling services for our CSE students in grades 7-8 were provided by Mrs. TenEyck; counseling services for students in grades 9-12 were split (alphabetically) by Mr. Christy and Mrs. Putman. The ACCESS-VR (formerly known as VESID) services were coordinated through the high school guidance office for our district students during the 2018-19 school year.

STATISTICS FOR THE CLASS OF 2019:

	MALE	FEMALE	TOTAL	%
#OF ADVANCED REGENTS WITH HONORS	4	2	6	5.5%
# OF ADVANCED REGENTS	17	21	38	34.9%
# OF REGENTS WITH HONORS	0	1	1	<1%
# OF REGENTS	32	22	54	49.5%
# OF NON-REGENTS (Local)	4	2	6	5.5%
TOTAL OF REGENTS				99 (91%)
CDOS	4	0	4	3.7%
Skills & Achievement	0	0	0	
TOTAL GRADUATES	109			

NUMBER OF GRADUATES	CDOS/S&A GRADUATES	TOTAL
105	4	109

POST - SECONDARY EDUCATION
TOTALS - CLASS OF 2019

	MALE		FEMALE		TOTAL	%
	N.Y.	OTHER	N.Y.	OTHER		
4 Year Public	13	0	7	0	20	18.3%
4 Year Private	7	0	10	1	18	16.5%
2 Year Public	13	0	19	1	33	30.3%
2 Year Private	0	1	0	0	1	<1%
Other - Ed.	0	6	0	1	7	6.4%
					79	72.5%

		M	F	TOT	%
MILITARY:	N.Y.S.N.G	0	0	0	
	U.S.A.F.	0	0	0	
	U.S.A.	2	0	2	1.8%
	U.S.N.	0	0	0	
	U.S.M.C.	1	0	1	<1%
	TOTAL:			3	2.7%

	M	F	TOTAL	%
EMPLOYMENT OR SEEKING EMPLOYMENT	18	9	27	24.8%

- 4 seniors were awarded NYS Scholarships for Academic Excellence (1@ \$1500/yr;3@\$500/yr).
- 8 seniors received a diploma distinction of "Mastery in Mathematics" and 11 seniors received "Mastery in Science" having earned an 85 or higher in three Regents' exams in each respective discipline. 8 seniors received distinction in both Mathematics and Science.
- 71% of college-bound seniors received scholarships
- 34 seniors were National Honor Society members
- 13 seniors were Business & Marketing Honor Society members
- 6 seniors were Vocational/Technical Honor Society members
- 31 seniors graduated with honors
- 45 seniors received some advanced college credit upon graduating

OTHER HIGHLIGHTS:

In addition to the annual programs our office offers to students and parents including, The College Fair, SUNY Road Show, Junior Information Night, and Financial Aid Awareness Night, the following activities/events occurred this year:

- Mrs. TenEyck helped to organize and coordinate a brand new Transition Day program in June for our 6th graders moving up to 7th grade. Over 3 days, all 6th graders from Madill and Kennedy elementary schools had the opportunity to visit the OFA Middle School to pair up with a current 7th grader and shadow through 4 class periods. The visit also included a question and answer period to help alleviate fears and concerns.
- Through collaboration with United Helper's MOSAIC, a childcare coordinator was placed at OFA one day per week from September-March.
- OFA participated in the Distance Learning Network as a provider. We offered AP and advanced classes to students from Heuvelton (8), Clifton-Fine (3), Lisbon (5), and Morristown (2).
- SUNY Canton came to OFA to assist students with the freshman enrollment process for their school.
- We hosted an interview/career information session for students interested in part-time employment with United Helpers. Students were successfully placed in jobs as a result.
- Identified students for Liberty Partnership Program, Migrant Tutor Program, Youth Advocate Program and for Student of the Month offered by the Greater Ogdensburg Chamber of Commerce.
- All counselors along with OFA staff attended a Staff Development day program on First Aid/CPR and took part in the Active Shooter Drill in the fall. Spring Staff Development included a program at Potsdam State on "Changing With the Times: The New NYSED School Counseling Regulations" and all levels of counselors from Ogdensburg City School District were represented there.
- College Board college search for all Grade 11 and Grade 12 was completed in preparation for the annual College Fair.
- "Gateways to Careers" was attended again this year by the junior class and Northwest Tech seniors. Ms. McLean and Mrs. Putman, along with the Guidance staff, prepared our students for the interview process.
- Mr. Christy and Mrs. Putman attended the NYSFAA Financial Aid workshop hosted locally.
- OFA worked with Claxton-Hepburn Medical Center in an attempt to offer the Health Career Awareness Fair again this year. Unfortunately, C-H was unable to secure enough staff to make the program available this year. We are planning to revisit the program to host in the 2019-2020 school year.
- Mrs. TenEyck continues to run WEB (Where Everyone Belongs) training for peer leaders in grade 8 to assist students transitioning to the middle school.
- All counselors continue to meet almost weekly with Probation for both middle school and high school.

OTHER TASKS AND DUTIES PERFORMED

- Conducted individual senior interviews with parents and students.
- Contacted parents of seniors who failed courses each marking period and facilitated contact between staff and parents to help resolve issues leading to failures.
- Contacted parents of students who had missed three consecutive days of school.
- Scheduled and participated in orientation for incoming grade 7, 8, and 9 students.
- Monitored weekly reports/progress reports/report cards for students.
- Held annual Junior Night for students to meet with college Financial Aid and Admissions representatives. We invited bordering districts to attend.
- Identified and arranged for 23 female students to attend the Women in Engineering Day held at SUNY Canton.
- Reviewed PSAT results with 10th and 11th grade students and set them up to have individualized SAT prep through the College Board and the Khan Academy.
- Coordinated signups for the SLL BOCES SAT/ACT Preparation course, and we enrolled over 15 students in weekend test prep classes.
- Served as school liaison with LPP program, an early college awareness program available for our students who qualify.
- Managed information for all students in Grades 7-12 who receive Academic Intervention Services.
- Reviewed student schedules to ensure students are meeting graduation requirements.
- Met with students who are academically "at-risk" for failure.
- 10th grade visitation to Northwest Tech.
- Visited 8th grade Science class for Grades 9-12 guidance orientation purposes.
- Continued to honor parent requests for tutoring on a case by case basis when possible.
- Referred and coordinated all ACCESS-VR interviews.
- Referred students and parents to outside agencies including Mobile Integration Team (MIT team)
- Coordinated continuation of academic coursework for students who are in institutional settings.
- Attended CSE meetings/annual reviews.
- Attended Superintendent formal and informal hearings.
- Attended attendance hearings for students with Mrs. Tuttle and Mr. Bjork.
- Oversaw and coordinated the administration of testing including SAT, PSAT, ACT, AP, and other testing. Completed required paperwork and administered various standardized tests for students with disabilities as well.
- Assisted the CSE with process for CSE testing.
- Registered students for Scholars Enrichment (SLU) and Project Challenge (Clarkson) enrichment programs.
- Assisted students and families in registering for the NCAA Eligibility Center and maintained the NCAA Core Course Listing for the district.

The list above is not a complete list of duties performed but highlights those that are very important.

We continue to be a test center for the SATs/ACTs in September, October, November, December, January, April, May and June. Over 40 OFA students tested for the SAT I and 15 OFA students for the ACT this year.

For the Class of 2020, we had 45 juniors take the SAT and 15 students take the ACT. Results are listed in the tables below:

SAT

Class of 2020 (45 students tested)	OFA	NYS Average	National Average
Evidence-based Reading & Writing	523	548	561
Math	558	562	559

*scores are based on a 200-800 scale.

As you can see, we were in the average range on both the Evidence-based Reading and Writing and the Math sections. However, our math scores were closer to the State and National Averages.

ACT

Class of 2020 (15 students tested)	OFA	NYS Average	National Average
English	20	Unknown	20
Reading	23	Unknown	20
Math	25	Unknown	19
Sci. Reasoning	23	Unknown	20
Composite	23	Unknown	20

*scores are based on a 1-36 scale

We were above the National Average in all test areas, except English, where we ranked in the average range. Our students did well on the Reading, Math, and Science subtests.

PSAT'S were administered in October 2018 for Class of 2020. We tested 57 students (48 in grade 11 and 9 in grade 10): We report an average score of 505 in Evidence-Based Reading & Writing and 531 in Math. A score of 500 is considered an average score. 73% of our students met the benchmark for college and career readiness in ELA, 52% met the benchmark in Math and 44% met the benchmark for both.

OFA students continue to participate in the Advanced Placement testing program. Mr. Christy served as the testing coordinator. Listed below are the numbers for the 2018-2019 school year:

Advanced Placement

Subject	# in class	# registered	# tested
Calculus	14	14	14
Chemistry	8	8	8
English Language (11th grade)	12	12	12
English Literature (12th grade)	5	5	5
U.S. History	10	10	10
World History	13	13	13
Environmental Sci (independent prep)	--	2	2

Results from these tests are found below.

Total AP Students: 52

Total AP exams written: 62

Total absentees: 0

Name of Exam	Scores:	5	4	3	2	1
Calculus AB		3	2	2	4	0
Calculus BC		1	0	2	0	0
Chemistry		0	0	4	2	2
English Language (11th)		0	2	4	6	0
English Literature (12th)		0	0	3	2	0
U.S. History		1	5	3	1	0
World History		2	2	1	7	1
Environmental Science (indep prep)		0	1	1	0	0

The College Board recommends that college credit be awarded for a score of 3 or higher however each college may have its own policy regarding the awarding of credit.

We also continue to have students participate in a dual enrollment program offered by SUNY Potsdam (Spanish and French IV), Paul Smith's College (Calculus I, Pre-Calculus, Advanced Algebra, Statistics, and Accounting), and St. Lawrence University (Spanish V). These agreements continue to help our students make a successful transition from high school to college and for many, give them the confidence they need to start college knowing they have already successfully completed a college level course.

We had 2 students who took and successfully passed the TASC exam this year through the Northwest Tech program.

With regard to professional development, we continue to have the support of the district to attend many workshops related to our profession. Workshop topics attended this year included:

- Mental Health Symposium (two-day conference) offered by Jefferson-Lewis BOCES and community agencies.
- "When Grief Comes to School - After a Suicide" workshop at Hospice of the St. Lawrence Valley.
- "High In Plain Sight" presentation offered at SLU to educate school employees and law enforcement employees about current drug trends.
- 2018-19 NYS Financial Aid School Counselor workshop.
- Our Fall staff development day was spent here at OFA completing First Aid/CPR training and participating in the Active Shooter Drill with area law enforcement and emergency responders.
- Our Spring Staff Development Day was spent at SUNY Potsdam learning about the new NYSED School Counseling Regulations.
- "Tomorrow's Workers: Closing the Middle Skills Gap" offered by the North Country STEM Network in partnership with the Jefferson-Lewis Workforce Development Board and the Workforce Development Institute.
- "Integrating Threat Assessment and Management into School Systems" offered at SUNY Potsdam to help us develop a team/plan/protocol to respond appropriately to various situations.
- "Eastern NY Community Schools Regional Meeting" to learn about the community schools initiative and how to move forward if we so choose.
- "Summit on Mental Health Education in NYS Schools" in Lake Placid.

In addition to educational advisement, the school counselors continue to provide psycho-emotional counseling services to our student population.

This year, we continued to work with a number of students who were afflicted with alcohol, substance abuse, and mental health issues. This year, more so than in past years, we worked with the St. Lawrence County Probation and the St. Lawrence Children and Youth services. We continue to see a rise in the need for intensive case management services; more students are in need of more services.

Furthermore, issues that we are confronted with on a regular basis include many mental health issues, including students presenting with very high levels of anxiety. This seems to be our number one issue. Mental health needs, along with social anxiety, affect many of our students who may end in placement at SLPC or on home tutoring. We worked very closely with the education program at SLPC to keep our students on track during their absence. This year was average to above average in terms of numbers of students who were temporarily receiving instruction through SLPC or other inpatient placements. Other issues include family problems, divorce and separation, relationship issues, and physical and sexual abuse. CPS hotline calls and PINS referrals were made as situations warranted it. While we provide brief treatment to our students and families, probably even more importantly, we serve as a community referral resource.

Overall, we had a very successful year. We are very sad to say good-bye to Dick Christy who served our 9-12 grade students well for the past 24 years, but we welcome the return of Lynnette VanTassel as a 9-12 counselor.

Our goals for next year include:

- Update our Guidance Office home page with more useful and relevant information for families and students.
- Look for opportunities to use social media more effectively to communicate with students and families. We have used email, but would like to venture into the option of group texting important reminders through an app.
- Continue to seek programs that will assist our students with transitions to post-secondary education opportunities and how to finance them.
- Increase positive communication and engagement with families and students.

HEALTH SERVICES DEPARTMENT
2018-2019
END-OF-YEAR REPORT



Submitted by:
Barb Buscemi, Health Services Department Head

**OGDENSBURG CITY SCHOOL DISTRICT ANNUAL HEALTH
SERVICE REPORT
ELEMENTARY SCHOOLS
2018-2019**

TOTAL ELEMENTARY ENROLLMENT : 935

KENNEDY : 643

MADILL : 292

OGDENSBURG CITY SCHOOL DISTRICT

Annual Health Service Report

Year 2018-2019

Total Enrollment:

High School
Middle School
Kennedy **643**
Madill
Total Students

New York State Mandated Annual Student Screening by Nurse:

Hearing Evaluations: **420**
Audiograms
Referrals **3**

Vision Screens: **420**
Re-Screens **3**
Referrals **9**

Blood Pressures: **400**
Re-Screens **0**
Referrals **0**

Scoliosis Check: **90**
Re-Screens **4**
Referrals **4**

BMI Screens: **420**
Referrals **0**

New York State Mandated Annual Physicals by Physician:

New Enterers **48**
Grade JK/K - **98**
Grade 1 - **66**
Grade 3- **73**
Grade 5- **92**
Grade 7- **88**
Grade 9-
Grade 11-

Comments:

Individual Health Care Plans:

Diabetic- **2**
Diastat- **3**
Epi Pen- **12**
GI Tube- **1**
Hemophiliac- **1**
Urinary Straight Catheter- **1**

Crisis Intervention Involvement: (includes: physician follow-up, mental health issues, drug and alcohol problems, abuse and neglect, counseling, networking (school and outside agencies)).

Chronic Cases : 100

Pediculosis Screening and Education: 200

Academic Intervention Service:

CSE Referrals- 30

Dental Health:

School Nurse Referrals: 3

St. Lawrence County Dental Sealant Referrals: 10

Comment:

Accident Reports: 15

**Approximate total of Yearly Student Assessments (illness and injury)-
-Approximately 50 visits per day times 180 days = ~ 9,000 visits per year.**

Rescue Squad Calls: **2**

Daily/P.R.N. Medications: **30-35 as some have been discontinued throughout the year.**

Anaphylaxis medications

Epi Pens- **12**

Benadryl- **12**

Staff – (i.e. blood pressures etc.)

Blood pressures are done daily, sometimes on more than one staff member.

Education Services to Staff/Parents:

- parent teaching of medication information**
- parent teaching with illness and disease**
- staff training of glucagon administration**
- staff training of epi pen administration**
- training of substitute nurses**
- teaching hygiene to students**
- body system education to 5th grade class**

Miscellaneous:

Field trips- 35 trips requiring packaging of medications, training of staff, and preparation of first aid kits.

9 trips requiring nurse chaperone for medical purposes.

Nursing Staff (continuing education, suggestions, and recommendations):

Updates on CPR

SNAP software updates

TCIS Recertification (Tara)

Staff Development. Days:

-First Aid, Safety & Hands Only CPR

-Health and Wellness Expo in Massena, NY

OGDENSBURG CITY SCHOOL DISTRICT

Annual Health Service Report

Year 2018-2019

MADILL ELEMENTARY SCHOOL

Total Enrollment:

High School
Middle School
Kennedy
Madill--292
Total students

New York State Mandated Annual Student Screening by Nurse:

Hearing Evaluations: 290

Audiograms 10

Referrals: 7

Vision Screens: 290

Re-Screens: 50

Referrals: 25 (Several Students received corrective lenses)

Blood Pressures: 292 (Staff – 5)

Re-Screens 5

Referrals—Staff is monitored by personal HCP

Scoliosis Check: 83

Re-Screens: 6

Referrals: 1

BMI Screens: 190

Referrals

New York State Mandated Annual Physicals by Physician:

New Enterers

DK/K- 51

Grade 1 - 23

Grade 3 - 31

Grade 5 - 39

Grade 7

Grade 9

Grade 11

Comments: Our Medical Director performed physicals on all students that did not have a physical by their own Health Care Provider.

Individual Health Care Plans:

Epi Pen/Allergy/Anaphylaxis – 9

Epilepsy/Seizures – 1

Asthmatics – 9

Severe Disease- Osteogenesis Imperfecta – 1

Insulin Dependent Diabetic Type 1 - 1

Crisis Intervention Involvement: (includes: physician follow-up, mental health issues, drug and alcohol problems, abuse and neglect, counseling, networking (school and outside agencies)).

Chronic Cases : 25

Pediculosis Screening and Education:50

Academic Intervention Service: 13- CSE Referrals and Re Assessments also

Dental Health: 81

School Nurse Referrals: 3

St. Lawrence County Dental Sealant Referrals: 8

Comment:

Accident Reports: 25

Approximate total of Yearly Student Assessments (illness and injury)- Average approximately 20 visits/day.

180 days X 20 = 3,600 visits

Rescue Squad Calls: 0

Daily/P.R.N. Medications: **Daily Medications – 6–8 (Some meds started ; others discontinued**
 PRN Meds - 7
 Inhalers – 10
 Nebulizers -1

Anaphylaxis medications: **Epi pens – 9**
 Benadryl - 14

Concussions : 15 Rule Out Concussions
 2 Concussions Diagnosed

Staff: Blood Pressures – (5) at various times on same individuals
 There were several student inflicted injuries upon staff in the ABA room

Education Services to Staff/Parents: There is continuous education all school year presented to Parents and Staff regarding physical/mental health disorders, diseases, medications, side effects. There has been education to Staff on Concussions, Diabetes, Seizures, Lice management, Asthma, Anaphylaxis.

Epinephrine/Glucagon Training—Staff

Immunization Education constantly to Parents

Information/Education regarding FLU- Parents

All New Sub Nurse Candidates Interviews

Sub Nurse Orientation

Student Hygiene Education

Miscellaneous: Kindergarten Screening for whole district, performing medical follow up almost daily with many medical providers or parents regarding various different conditions and diseases. Many of the things that are followed up on are: allergies, medications, activity restrictions, immunization compliance, vision and hearing referrals. There is continuous follow up with phone calls and letters home, especially with immunization compliance, hearing and vision referrals. Follow up on mandated immunizations has been very time consuming due to increased regulations and many are constantly changing. Many phone calls to NY State Public Health and Collaboration with St. Lawrence County Public Health Nurses to assure all students are properly immunized. Time has been spent collaborating with NYS Health Services and Child Protective Services on several students. Time has been spent on phone with NY State Center for School health discussing various situations that have arisen this year such as specific medications on Field trips and supervision of special needs children, transportation of special needs students during evacuation and drills, etc.

Updating all student records continuously

Completed and sent all Mandated BMI and Immunization Surveys District wide-(very time-consuming.)

Updated Health Care Policy for District

Updated All New York State Immunization changes-Website

Planned and Organized Immunization Clinic with Pro Act Pharmacy for all staff to receive FLU vaccine---October 2018.

Monitored all Missing Health Supplies and replacements

Medical Electronic Software Updates and End of Year updates for this year.

Applied for and took part in **EPI-PENS 4 SCHOOL PROGRAM** for the district. Will receive 12 free epi pens for the district.

Set up Calibration for all audiometers in the district.

Researched and collaborated with Medical Director and neighboring school districts to discuss ongoing problems with opioids and Narcan Policies in districts in NY state.

Nursing Staff (continuing education, suggestions, and recommendations):

Attended Conference

Update CPR

Infection Control Course

Much webinar training on various topics

Screen/educate all new Sub Nurses for district

Constantly collaborating with NYS Center for School Health and St. Lawrence Co Dept of Health regarding new policies/rules/regulations.

Suggestions: Policy for Transporting Handicapped/Special Needs students during evacuations and drills—especially during winter months.

BECOME INVOLVED in the STOP THE BLEED CAMPAIGN—it's a wonderful organization created to put Stop the Bleed Kits in Schools to save lives during possible emergencies and catastrophes. Students and staff may be involved and there are ways to win and earn money for these kits.

Staff Development. Days:

Attended Health and Wellness conference

Electronic medical Software updates/training

Barbara Buscemi RN

OGDENSBURG CITY SCHOOL DISTRICT

Annual Health Service Report

Year 2018-2019

Total Enrollment:

High School-472
Middle School-272
Kennedy
Madill
Total Students-744

New York State Mandated Annual Student Screening by Nurse:

Hearing Evaluations: We screened approx 625

Audiograms

Referrals- 3

Vision Screens: We screened approx 651

Re-Screens-12

Referrals-25

Blood Pressures: 670 Students+30 Staff

Re-Screens-7

Referrals- 2

Scoliosis Check: 644

Re-Screens-8

Referrals (call parent and have Medical director/PA assess suspected Scoliosis)

35

BMI Screens:-280

Referrals

Sports: Physicals & Screenings (Fall/Winter/Spring) & Athletic Mergers- Total-588

Selective Classification (Fall/Winter/Spring)-42

Pediculosis Screening and Education:-40+

Academic Intervention Service:Total-300

Concussions-40+

Athletic Injuries-350+

Academic Eligibility for Sports throughout the Sport Season-50

Home Tutoring-10+

Home Instruction-10

Dental Health: 35 Students (this would be for recommendations to parent from Health Office to seek dental care regarding a child who has had any mouth injuries due to altercations with another student, sports injuries, PE injuries, ect.....)

School Nurse Referrals:2

St. Lawrence County Dental Sealant Referrals: 0

Comment: Students (this would be for recommendations to parent from Health Office to seek dental care regarding a child who has had any mouth injuries due to altercations with another student, sports injuries, PE injuries, ect.....)

Education on Eating Disorders-25

General Dental Education-10

Staff – (i.e. blood pressures etc.) -30+

Education Services to Staff/Parents: Daily/Constant

Miscellaneous:

-Management of inactive Health records for the District which includes faxing, mailing copies to school districts, parents, and past graduates of OFA.

Riding in the ambulance with students and staff to ER and waiting until family arrived per request of Principal.

-Completing working papers for students

-Opening Health Office during the Summer for Athletics and Selective Classification.

-Delivering and administering medications on local field trips.

-Constant communication with Athletic Director and Coaches regarding student athletes.

-Preparation for 4 overnight field trips with staff, students, and parents.

-Selective Classification Physicals for grade 7-8 athletes to participate at the JV/Varsity level.

-Updating PE teachers, coaches, and Athletic Director regarding restrictions and clearances to participate in PE/Sports

-Sports mergers exist with Morristown, Heuvelton, and Canton Central –Requesting and preparing all necessary paperwork and communication between School Health Offices.

-Training the Substitute Nurses

-Provided Clinical Rotation Site for Suny Canton Nursing Student

- Completing Accident/Incident Reports for BOCES students

-Completing Student Health Records for BOCES Students/Guidance Office.