

A S C A W E B I N A R S E R I E S

AMERICAN
SCHOOL
COUNSELOR
ASSOCIATION

Virtual High School Counseling: Tier 1 How-to

Webinar Presenter: Dr. Adam Lips, Dr. Greg Nuckols, Dr. Tracy Steele
Webinar Date: Wednesday, May 6th, 2020

AMERICAN
SCHOOL
COUNSELOR
ASSOCIATION

A S C A W E B I N A R S E R I E S

Learning outcomes:

After viewing this webinar you should be able to:

1. Discuss best practices when working with high school students and families in a virtual setting.
2. Identify and locate various technology tools and resources to aid you in your virtual high school counseling.
3. Describe at least one lesson you can use when counseling your high school students virtually.



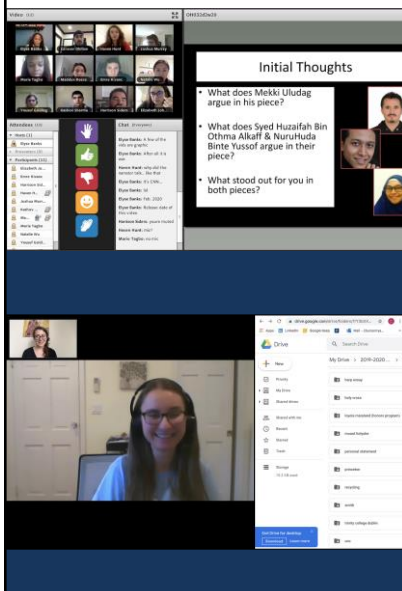
Virtual Counseling

Benefits

- Accessibility
- Safer, less emotionally exposed
- When online some people self-disclose more frequently than in person
- Opportunities to control disclosure (text, mic, video)
- Familiarity in online mediums
- Preference to write/type
- Teens can prefer online counseling over face-to-face

Challenges

- Privacy
- Technical issues
- Not all issues may be suitable for online environment
- Counselor boundaries
- Non-verbal cues and observational data can be missed
- Responding to a crisis
- Network of local referrals
- Informed consent (if appropriate)



Going Virtual

Online is not **less than** in-person – just different

- The opportunity to know and know about your students still exists
- Families and counselors benefit from articulating shared aims; we all want the same things

With potentially fewer points of contact, meaningful and productive interactions are valuable goals

- Enter meetings with a goal in mind; leave with action items
- Find an approach that works for you and your students and that instills trust
- Creativity with different tools can help students and families feel well supported

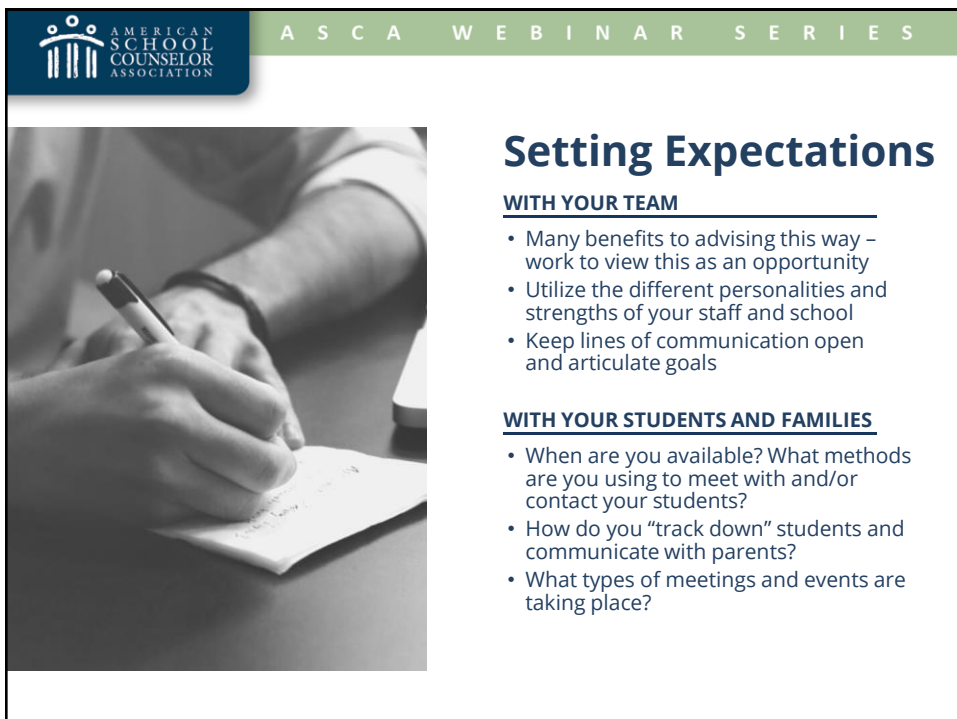


The title slide features a green background with faint circular patterns. A dark blue banner on the left contains the ASCA logo, which consists of three stylized figures holding hands above the text "AMERICAN SCHOOL COUNSELOR ASSOCIATION". To the right of the banner, the title "Best Practices in a Virtual Setting" is displayed in a large, dark blue font. At the bottom, the words "A S C A W E B I N A R S E R I E S" are spaced out in a dark blue font.

AMERICAN SCHOOL COUNSELOR ASSOCIATION

Best Practices in a Virtual Setting

A S C A W E B I N A R S E R I E S



The content slide has a white background. On the left, there is a black and white photograph of a person's hands writing on a notepad with a pen. The top left corner features the ASCA logo. A green banner at the top right contains the text "A S C A W E B I N A R S E R I E S". The main title "Setting Expectations" is in a large, dark blue font. Below it, two sections are highlighted with underlined headers: "WITH YOUR TEAM" and "WITH YOUR STUDENTS AND FAMILIES". Each section contains a bulleted list of points.

AMERICAN SCHOOL COUNSELOR ASSOCIATION

A S C A W E B I N A R S E R I E S

Setting Expectations

WITH YOUR TEAM

- Many benefits to advising this way – work to view this as an opportunity
- Utilize the different personalities and strengths of your staff and school
- Keep lines of communication open and articulate goals

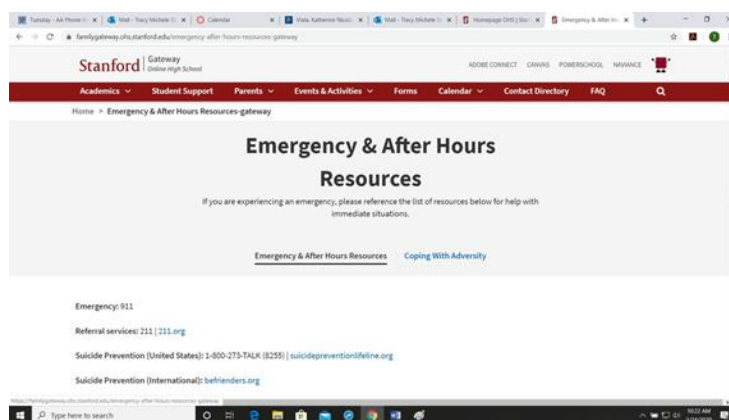
WITH YOUR STUDENTS AND FAMILIES

- When are you available? What methods are you using to meet with and/or contact your students?
- How do you “track down” students and communicate with parents?
- What types of meetings and events are taking place?



Boundaries

- In working to address social-emotional and academic needs of individual students, notify students, parents, and colleagues of counselor days and hours of availability.
- Make limitations regarding immediate access during business hours known to students, families, and teachers.
- Avoid use of personal devices for professional communication in most cases.



Provide list of resources to students and families to access 24/7



Setting

- For live video conversations, monitor appropriate physical location for both counselor and student.
- Select and switch modes of communication as appropriate; for example, an especially intense or sensitive conversation may be best handled via phone or video conferencing rather than by text/email.
- Use headphones whenever possible.
- Talk to students about safeguarding their own privacy.



Plans & Protocols

- Plan ahead for crisis situations and develop a written protocol in collaboration with school administrators.
- Whenever a student may be in danger of serious and foreseeable harm, contacting parents/guardians as soon as possible is even more important in an online context.
- If the danger to a student is acute and parents/guardians are not immediately available, contacting local first responders for a wellness check may be necessary.




 A S C A W E B I N A R S E R I E S

Tools of the Trade



Zoom
Meetings and office hours with students, families, and our team



Google Drive
Sheets/Docs: college lists, essay drafts, email drafts
Forms: surveys, check-ins, parent questionnaires



Calendly
Scheduling platform for individual meetings; team functionality for admission visits



Canvas
Learning management software – page with scheduling info, handbook, and resources

Stanford OHS Webinar Series: onlinehighschool.stanford.edu/how



Working with Students and Families

- One-on-one meetings: primary method; simplify by using a scheduling tool
- Small group meetings and peer support
- Regular class meetings: weekly in the spring
- Family grade level meetings
- Office hours
- College admission representative visits
- Parent association meetings
- Class- or issue-specific presentations as needed
 - Standardized testing
 - College decisions
 - Transition to college



Online Tools & Resources

Shared documents and calendars

- Reflection and goal setting: Goal Worksheet

- Academic example: Assignment Tracker

• <https://www.challengesuccess.org/>

> > Connecting students with supportive online communities

- Teen Line: <https://teenlineonline.org/>

Trevor Project: <https://www.thetrevorproject.org/>

AMERICAN SCHOOL COUNSELOR ASSOCIATION ASCA WEBINAR SERIES

Coursework Goals Template_Test Prep Workshop ☆

File Edit View Insert Format Data Tools Add-ons Help

100% 123 Arial 10 B I A

STANFORD UNIVERSITY ONLINE HIGH SCHOOL - TIME MANAGEMENT - WEEKLY CALENDAR

Period	Start Time PST	End Time PST	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1	None	12:00 AM							
2	None	1:00 AM							
3	None	2:15 AM							
4	None	3:30 AM							
5	None	4:45 AM							
6	None	6:00 AM							
7	None	7:15 AM							
8	None	8:30 AM							
9	None	9:45 AM							
10	None	11:00 AM							
11	None	12:15 PM							
12	None	1:30 PM							
13	None	2:45 PM							
14	None	4:00 PM							
15	None	5:15 PM							
16	None	6:30 PM							
17	None	7:45 PM							
18	None	9:00 PM							
19	None	10:15 PM							
20	None	11:00 PM							
21	None	12:00 AM							
22	None	1:00 AM							
23	None	2:15 AM							
24	None	3:30 AM							
25	None	4:45 AM							

Time Management: Student Scheduling Tool and To-Do List

AMERICAN SCHOOL COUNSELOR ASSOCIATION ASCA WEBINAR SERIES

Coursework Goals Template_Test Prep Workshop ☆

File Edit View Insert Format Data Tools Add-ons Help

100% 123 Arial 10 B I A

Sleep

Period	Start Time PST	End Time PST	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
1	None	4:45 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
2	None	6:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
3	None	7:15 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
4	None	8:30 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
5	None	9:45 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
6	None	11:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
7	None	12:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
8	None	1:30 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
9	None	2:45 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
10	None	4:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
11	None	5:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
12	None	6:30 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
13	None	7:45 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
14	None	9:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
15	None	10:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
16	None	11:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
17	None	12:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
18	None	1:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
19	None	2:15 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
20	None	3:30 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
21	None	4:45 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
22	None	6:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
23	None	7:15 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
24	None	8:30 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
25	None	9:45 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
26	None	11:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
27	None	12:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
28	None	1:30 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
29	None	2:45 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
30	None	4:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
31	None	5:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
32	None	6:30 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
33	None	7:45 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
34	None	9:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
35	None	10:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
36	None	11:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
37	None	12:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
38	None	1:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
39	None	2:15 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
40	None	3:30 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
41	None	4:45 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
42	None	6:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
43	None	7:15 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
44	None	8:30 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
45	None	9:45 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
46	None	11:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
47	None	12:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
48	None	1:30 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
49	None	2:45 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
50	None	4:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
51	None	5:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
52	None	6:30 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
53	None	7:45 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
54	None	9:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
55	None	10:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
56	None	11:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
57	None	12:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
58	None	1:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
59	None	2:15 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
60	None	3:30 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
61	None	4:45 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
62	None	6:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
63	None	7:15 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
64	None	8:30 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
65	None	9:45 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
66	None	11:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
67	None	12:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
68	None	1:30 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
69	None	2:45 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
70	None	4:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
71	None	5:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
72	None	6:30 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
73	None	7:45 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
74	None	9:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
75	None	10:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
76	None	11:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
77	None	12:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
78	None	1:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
79	None	2:15 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
80	None	3:30 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
81	None	4:45 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
82	None	6:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
83	None	7:15 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
84	None	8:30 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
85	None	9:45 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
86	None	11:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
87	None	12:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
88	None	1:30 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
89	None	2:45 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
90	None	4:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
91	None	5:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
92	None	6:30 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
93	None	7:45 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
94	None	9:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
95	None	10:15 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
96	None	11:00 PM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
97	None	12:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
98	None	1:00 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
99	None	2:15 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep
100	None	3:30 AM	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep	Sleep



**AMERICAN
SCHOOL
COUNSELOR
ASSOCIATION**

A S C A W E B I N A R S E R I E S

Examples of Online Tools

Time Management




Mindfulness breathing



College (Naviance)





**AMERICAN
SCHOOL
COUNSELOR
ASSOCIATION**

A S C A W E B I N A R S E R I E S

Resources

ASCA Virtual High School Toolkit
<https://www.schoolcounselor.org/school-counselors/professional-development/learn-more/virtual-high-school-counseling>

ASCA Legal and Ethical Webinars
<https://www.schoolcounselor.org/school-counselors/professional-development/learn-more/virtual-school-counseling-toolkit>

Stanford OHS How to Series
<https://onlinehighschool.stanford.edu/how>





AMERICAN
SCHOOL
COUNSELOR
ASSOCIATION

A S C A W E B I N A R S E R I E S

Activity: Application Case Studies

Conducted following a discussion of holistic application practices

Example: tinyurl.com/z7z6m33

Students read applications prior to meeting

Divide students to discuss applications in breakout rooms

Take notes; save for use in the large group discussion

Recommend decisions and discuss





Activity: Mindful Movement



- Provides a helpful break from long periods of sitting at a computer working on assignments or attending online classes.
- Key aspects of mindfulness:
 - Openness to whatever is happening now
 - An attitude of kindness and friendliness
 - Returning to awareness of the present moment
- Practicing mindful movement is primarily an awareness exercise; we pay close attention to how different parts of the body feel as we move.



Activity: Mindful Movement

- Stay seated, or stand up! We will try two short mindfulness exercises in movement.
- It's OK to leave your earbuds in or headset on; we will be standing in place and moving only in a limited manner.
- Stand upright and relaxed, with feet about hip-width apart and parallel. Eyes may be open or closed.
- Be gentle with yourself throughout the exercises, and respect any physical limitations you might have.



Mindful Movement: Raising Arms

- As you breathe in, raise your arms out parallel to the floor. Hold for a few breaths, noticing how your arms and shoulders feel. Where are muscles under tension, and where are they relaxed?
- As you breathe in, raise your arms overhead, palms facing each other. Hold for a few breaths.
- As you breathe out, slowly lower your arms parallel to the floor. Hold for a few breaths.
- As you breathe out, slowly lower your arms to a resting posture.



Mindful Movement: Shoulder Rolls

- Move your shoulders forward, up, back, down in sequence.
- Combine these movements into a smooth motion, coordinated with the breath: forward and up as you breathe in, and back and down as you breathe out.
- After a few breaths, change so that the shoulders are moving in the opposite direction.
- Notice how your body feels now, and how this might be different from a few minutes ago. In an online group setting, students could share their experience with mindful movement exercises.



Mindfulness Activities

Many other mindfulness exercises can be conducted effectively in an online setting, including the following:

- Breath counting
- Breathing with mindfulness
- Body scan meditation
- Progressive muscle relaxation
- Awareness of emotions
- Non-identification with thoughts
- Cultivating kindness
- Mindful self-compassion



Lesson: Growth Mindset



1. Explore the concept of growth mindset with students, distinguishing it from fixed mindset and reviewing some of the research evidence supporting the benefits of growth mindset.
2. Ask students to share their reactions to this information.
3. Give students a quiz to locate their current position on a continuum of fixed mindset to growth mindset.
4. Ask students to work collaboratively with their own self-talk, toward developing a growth mindset perspective on academic challenges.

AMERICAN SCHOOL COUNSELOR ASSOCIATION ASCA WEBINAR SERIES

Self-Talk and Growth Mindset

Fixed Mindset / False Growth Mindset

I'm just not good at subject X.

If I don't get the correct answer immediately, it means I have failed in some way.

I'll get it if I just work harder or spend more time on this assignment.

Growth Mindset

Struggling to learn skills and content for subject X means my brain is growing.

The point isn't to get it all immediately. The point is to develop my understanding step by step. What else could I try next?

How can I find new strategies or approach this topic/assignment/problem in a new way?

Examples

<u>Fixed Mindset / False Growth Mindset</u>	<u>Growth Mindset</u>

AMERICAN SCHOOL COUNSELOR ASSOCIATION ASCA WEBINAR SERIES

Lesson: Growth Mindset

- Many counseling lessons could be delivered online, either individually or in a group setting.
- Students can be asked to share by writing on a slide, speaking on microphone (optionally with video), or in text chat.
- Breakout rooms could be used during interactive exercises to give all students greater opportunity to share and offer feedback.

