

## FIELD PLACEMENT PLANNING CONTRACT

### COUN249 Field Practice in School Counseling

California State University, Fresno/ Department of Counselor Education and Rehabilitation

Grade level of field placement site: Elementary \_\_\_\_ Middle \_\_\_\_ High \_\_\_\_

*(Please have a different contract for each site and/or each supervisor)*

STUDENT INTERN NAME:	STUDENT INTERN ADDRESS:	STUDENT INTERN'S PHONE: EMAIL:
SITE SUPERVISOR NAME:	SITE SUPERVISOR ROLE (include a copy of PPS credential with contract):	SUPERVISOR'S PHONE: EMAIL:
ORGANIZATION/SITE NAME:		
ORGANIZATION/SITE ADDRESS:		
HOURS PER WEEK:	BEGINNING DATE:	ENDING DATE:

**The student intern, on-site supervisor, and university supervisor agree to the following terms:**

- I. Site supervisor (on K12 school sites) has a PPS credential for at least 2 years and will provide 1 hour of individual supervision or 1.5 hours of group supervision with student intern. Interns obtaining hours from sites other than a K12 school (limited to 200 hours max--serving K12 age students in social emotional and educational goals), must be supervised by a supervisor with a master's level degree in counseling or related field (requiring 1 hour of individual or 1.5 hours of group supervision).
- II. Site supervisor agrees to provide learning opportunities and direct pupil contacts for student intern (150 hours per semester) and the student agrees to abide by hours and activities approved by site supervisor and university supervisor. Note that students have two semesters to complete 600 hours with the following specific hours/areas: Social/Emotional (100 hours), College/Career (100 hours), Academic (100 hours), students from Various Backgrounds/Diversity (150 hours), and direct contact with pupils (300 hours).
- III. Site supervisor agrees to allow student intern to fulfill experiential activities as listed in numerous modes of delivery (face-to-face and telecommunications such as ZOOM, email, telephone etc).
- IV. Student intern must complete all these competency activities below to meet CTC competencies and Title V requirements by the end of their 600 hours. Student intern, those which you do not complete during the first semester of Coun249 must be completed during the second semester.
- V. University instructor/supervisor will provide 1.5 hours of weekly group supervision and oversee the

completion of course requirements and hour requirements.

**These Competencies are required. Please circle agreed anticipated activities.**

Circle	Competency Activities and Experiences in the following Areas (at least 300 hours direct pupil contact over 2 semesters—or 150 direct hours per semester)
1	Gain supervised experience in the understanding and use of a variety of school resources, including these 5 areas: a) data and information systems on student learning and achievement; b) career development materials; c) information on colleges and universities; d) the use of school technologies for information access, teaching and learning; e) and tests and measures used in assessing student learning and achievement, development of school, family, and community partnership.
2	Gain supervised experience in comprehensive student support systems that provides prevention and intervention services on behalf of students around crisis and trauma, including but not limited to: a) suicide and homicide risk; b) and assessment and school shootings.
3	Work with students of diverse backgrounds (150 hours) including: a) socioeconomic disadvantages, English learners, homeless youth, foster youth; b) students with disabilities (including Section 504 plans), students experiencing suspension and expulsion from school, sexual minority youth (LGBTQ+), racial and ethnic minorities; and c) understand information on school, district, State, and Federal policies and the impact of resulting practices.
4	Articulate and provide an example of an individualized self-care plan to ensure long-term wellness and professionalism to successfully cope with high stress situations. Dispositions and recommendations for self-care and self-work, for example, candidate participating as a counselee in individual and/or group counseling. (Note: This will be a part of intern’s class assignment but students should consult and work with site supervisors to make the plan relevant).
5	Within the required 600 fieldwork hours, candidates are required to complete at least 100 hours of experience in each of the following areas: Social/Emotional, College/Career, and Academic [See attachment- <b>School Counseling Performance Expectations (SCPEs) #3, #4, and #5</b> for specific activities pertaining to these three areas].

**In addition to the above mandatory activities, student interns need to abide by the following:**

Understand and apply ethical and the legal obligations to students, parents, administrators, and teachers.
Maintaining professional and ethical boundaries in school counseling relationships per professional association ethical guidelines created by the American School Counselor Association.
Understand and articulate the state laws and obligations regarding mandated reporting for child, elder, and dependent adults.
Display professional disposition related to conduct, communication, demeanor, and presentation (appearance/written/oral) within the school counseling program, internship site, and profession.

**Include Any other Goals/Roles for Intern to Achieve, not listed above:**

**By signing below, I agree with this planning contract:**

SITE SUPERVISOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

UNIVERSITY SUPERVISOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_