

SDHS Head Counselor:

Caseload Int’l Studies Q – Z (Baker)

- 12th Grade AVID Team
- SDHS Comprehensive School Counseling Advisory Board
- AP Exam Coordinator
- College Admission Partnerships & Communication – Community College
- Counseling Center
- School Counselor Calendar
- Extended Day Program
- iHigh Campus-Wide
- MBTI Elevate Program
- PSAT Exam Coordinator
- San Diego City College Partnership
- School Counseling Policies & Procedures
- School Counseling Website
- School Counseling Team Meetings
- SDHS Course Catalog
- UC a-g Course List Submission

Guidance Assistant:

- Attendance SARB Letters/Process
- Bus Passes for Youth in Transition
- Coffee with the Counselors - Set Up
- Counseling Center Receptionist
- Counseling Center Visitor Sign-In
- Fee Waiver Processing
- PowerSchool: Parent/Student Portal Support
- Student Pass Delivery Support
- Work Permit Processing
- City College Yellow Form Processing
- SDHS Foundation Scholarship Application Processing

Grade-Level AVID Teams:

- 9th – 12th Guidance Lesson: T1 Delivery
- Academic & Attendance Progress Tracking Support
- ACT/SAT Test Prep Support
- College Application & Admission Process Support: Common Application, UC, CSU, Etc.
- Course Planning & Selection Process: 4-Year Plan development
- PSAT Presentations
- Seal of Biliteracy: Information, Application
- Thrively Program Implementation

School Counseling Team:

- 1 to 1 Academic Planning
- 9th – 12th Grade Guidance Lesson: T1 Delivery Support
- 9th – 12th Grade Guidance Lesson: T2, T3 Delivery
- Academic Success Team Meetings (SST)
- AP Exams: Coordination & Logistics (Campus-Wide)
- AP Exams: Student Registration (Campus-Wide)
- Attendance Intervention
- Cal-Grant Information & Support
- Coffee with the Counselors: Coordination & Implementation
- College Application & Admission Process Support: Common Application, UC, CSU, Etc.
- Mental Health Support Providers Liaison
- Community Partnerships, resources & Communication
- Course Planning & Selection Process: Counselor/Student Grade Level Planning
- Course Planning & Selection Process: Parent Presentations
- Course Planning & Selection Process: Student Presentations
- Extended day Enrollments
- FAFSA/Dream Act Application Support
- High School 4-Year Plan Implementation & Support
- IEP Meetings: School Counselor Representative
- Student Schedules
- Individual Guidance: Academic-College/Career-Social/Emotional
- Letters of Recommendation
- Master Schedule and Course Sequence Input & Guidance
- NCAA Clearinghouse Support
- Parent Conferences Regarding Student Support
- Prospective Student Outreach, Planning, & Support
- PSAT Exam Coordination, Registration, & Logistics (Campus-Wide)
- School-Specific Caseload
- On Track/Graduation Status Reporting
- Summer School Enrollments & Advising

Business & Leadership School Counselor:

Caseload A – L (Rios)

- 10th Grade AVID Team
- AP Exam Coordinator
- English Language Learner Support (Campus-Wide)
- NCAA Support Liaison (Campus-Wide)
- PSAT Exam Coordinator
- Reality Changers Program

Business & Leadership School Counselor:

Caseload M – Z – (Avila)

- 9th Grade AVID Team Liaison
- ASVAB Exam Coordinator
- Bully Prevention: Interventions & Presentations
- Cal-SOAP
- Family Health Centers
- Military Partnerships & Communication
- San Diego Rotary Club: Student Awards & Camp Enterprise
- Suicide Awareness: Information & Presentations
- YMCA Tides Program

International Studies School Counselor:

Caseload A – GUD (Montes)

- 12th Grade AVID Team
- College Admission Partnerships & Communication: 4-Year Universities
- IMIN After School Program
- UCSD Green PEAS Program (10th – 12th)

International Studies School Counselor:

Caseload GUE – P (Castro)

- 9th Grade AVID Team
- Naviance
- Thrively
- UCSD Green PEAS Program (9th)
- Workforce Partnership

Science & Technology School Counselor:

Caseload A – L (Lewis)

- 10th Grade AVID Team
- Language Other Than English Exam (LOTE)
- Middle School Outreach
- Scholarship Information & Communication
- Substance Use Prevention & Awareness: Information & Presentations

Science & Technology School Counselor: Caseload

M – Z (Sorensen)

- 11th Grade AVID Team
- AP Exam Coordinator
- PSAT Exam Coordinator
- Upward Bound Program (SDSU, UCSD, SDCC)
- WAHUPA Program

Complex School Counselor: No Caseload (Open)

- 11th Grade AVID Team
- Aaron Price Fellows Program
- Course Planning & selection Process: Forms & Printing
- Master Schedule Build
- Parent Groups (PTSA, Parent Connect, ELAC, PIQE)
- Teen Recovery Center Adolescent Alcohol & Drug Treatment Program (UPAC)

Complex School Counselor: No Caseload (Chavez)

- AmeriCorps – PASS Program
- Intervention Support Plans (9th & 10th Grade)
- Restorative Practices (Mediations & Restorative Circles)

School Counseling Advisory Board:

- 9th – 12th Grade Guidance Lesson: Planning
- Professional Development for School Counselors