

Desk Audit Compliance Audit Checklist School Counseling Programs

District/Charter: _____ **Reviewer:** _____

School: _____ **Desk Audit Review Date(s):** Begin September End November

Date that data/documentation is available:

Ongoing

Legislation/Regulation Authority:

Title 14; Regulation 545

Intent of the Legislation/Regulation:

Ensure an effective School Counseling Plan that meets the needs of the students and supports the School Success Plan

Focus of Review:

Ensure an effective School Counseling Plan that meets the needs of the students and supports the School Success Plan

Method of Assessment: (Check all that apply)

- Document Review
- Requires district submission
 - Resides at DOE
- Data Analysis
- Requires district submission
 - Resides at DOE

From 2007 to 2009 what guidance, technical assistance, and/or professional development has been offered to the districts and charters regarding this regulation?

Counselor Summer Institute 2007, State In-service Day Oct 2008, on-going technical assistance through the Delaware School Counselor Association (2008-2009), Counselor Mentoring 2008/09.

Required District and Charter School Compliance Items of School Counseling Programs	Check in 2009-10? (Y/N)	Evidence	Compliance			Comments
			Yes	No	N/A	
The K-12 School Counseling Plan is implemented by a State certified school counselor.	Y	DEEDS				