**RAMP PLC 2016-2017 January**

* **Bring to meeting:**
  + Completed Annual Agreement
  + Program Goals form Annual Agreement saved in separate document
  + Dates for Second Advisory Council/Minutes from 1st Meeting
  + Your daily calendar/schedule (what you document your day on – can be paper/pencil)
  + List of activities you’ve done this year or plan to do (4-year plans, Rachel’s Challenge, Classroom guidance, etc.)
  + List of small groups you are running or plan to run
* **Meeting Agenda**
  + *8:30 – 8:40 Welcome/Organize items you have brought*
    - Items that you should have:
      * Completed annual agreement
      * Completed program goals pulled from annual agreement and in a separate document
      * Date for Second Advisory council meetings
      * Small group and Activities lists
      * Daily Schedule/Calendar
  + *8:40 – 9:30 Calendar Examples/Create ASCA/RAMP calendars*
    - Look at example calendars from RAMP schools
    - Master Calendar needs
    - Weekly calendar needs
    - Use time to create Master and Weekly calendars
    - Begin narrative
  + *9:30 – 9:40 BREAK*
    - **NO SERIOUSLY… step away for a minute!! ☺**
  + *9:40 – 10:20 Core Curriculum*
    - Look at your list of annual activities (classroom guidance, etc.)
    - Look over core curriculum examples from RAMP examples
    - Begin filling out core curriculum sheet
    - Create lesson plans on ASCA sheet
  + *10:20 – 10:30 BREAK*
    - **YES… we’re taking two breaks. This is heavy info!**
  + *10:30 – 11:10 Small Groups*
    - Make a list of small groups that you run at your school
    - Fill out lesson plan(s) for small group chosen to do lessons for
    - If no lessons or small group, begin planning small group
    - Small group narrative
  + *11:10 – 11:25 Questions/Wrap Up/Plan for February*
  + *11:30 LUNCH*

**For Next Meeting:**

* + Review CORE Curriculum
  + Continue to plan small groups
  + Finish narratives for sections completed (Vision/Mission, Advisory Council, Annual Agreement, etc.)
  + Closing the Gap

RAMP Application Components

1. Vision Statement
2. Mission Statement
3. School Counseling Program Goals
4. ASCA Mindsets and Behaviors for Student Success
5. Annual Agreement
6. Advisory Council
7. Calendars
8. School Counseling Core Curriculum (Action Plan and Lessons)
9. School Counseling Core Curriculum (Results Report)
10. Small-Group Responsive Services
11. Closing-the-Gap Results Report
12. Program Evaluation Reflection

Sections finished\*\*

October topics covered\*\*

Looking ahead to February\*\*