**M. A. Milam K-8 Center**

**Peer Counseling 1**

**Syllabus**

**2017-2018**

**Ms. Avila**

**Website:** [**milamstudentservices.weebly.com**](mailto:daniavila@weebly.com)

**Email:** [**IAvila@dadeschools.net**](mailto:IAvila@dadeschools.net)

The Peer Counseling 1 class is a hands-on approach that continues to expose students to office skills, teaching skills, personal awareness, and introduces them to the art of peer mediation and conflict resolution.

The purpose of this course is to enable students to begin to develop awareness of self and others while learning and utilizing school to career skills. Emphasis will be on the acquisition of intermediate level skills for thoughtful planning, peer facilitation, effective communication, self-awareness and making healthy choices.  
  
Topics will include:

* Self Awareness and Expression
* Peer Pressure
* Social Skills
* Active Listening
* Personal Choices
* Conflict Resolution
* Behavioral Dynamics
* Intra/Interpersonal Skills
* Peer and Family Relationships
* School/Community Resources
* Mediation
* Effective Communication
* Problem Solving

It consists of two parts. During their assigned time, students will work in a classroom setting with specific school personnel, assist in the office and be available to peer mediate students who are experiencing minor conflicts. Peer Counseling 2/3 students will work directly with me. The students will be trained on conflict resolution strategies, as well as general communication skills. These skills will then be used as they “peer mediate” students who may be experiencing conflicts in our school. Students also participate in discussion and activities that promote self-growth and an understanding of themselves and others as unique individuals. Students who take Peer Counseling as an elective must be well behaved, motivated and responsible students since they will be working directly with staff members, in classrooms and other students.

**Every student is required to have a folder with pockets and paper. All folders will have a divider which I will provide. On one side of the folder pocket the student will keep all the handouts given. On the other side the student will keep their work and worksheets.**

**The cover of the notebook MUST include the student's complete name and the class period they are taking Peer Counseling.**

**NO BLACK FOLDERS**

**Students must always bring their notebooks with a pencil or pen when meeting with me. The folder will be “spot checked” periodically. Always have it with you.**

**Grading of folder:**

**A- The folder is neat, contains all notes, vocabulary, concepts, your feelings and ideas on a topic as well as what you know and learned about a topic.**

**B- The folder is mostly neat, contains most notes, vocabulary, concepts, your feelings and ideas on a topic as well as what you know and learned about a topic.**

**C- The folder is somewhat neat, contains some notes, vocabulary, concepts, some of your feelings and ideas on a topic as well as what you know and learned about a topic.**

**D/F = Most of the information is missing.**

**A schedule with topics and assignments will be given to the student every grading period. You will turn in each assignment on the due date.**

**Grading:**

**Turned in on time=1pt; Directions were followed and assignment completed=1pt; Topic is discussed in detail with examples/questions answered=3pts OR worksheet is complete, and most of the questions answered correctly = 3**

**5pts. = A; 4pts. = B; 3pts. = C; 2 pts. = D; 1pt. =F**

**Office/ Classroom Work/Behavior:**

**Each week your supervisor and I will discuss if you are meeting the following responsibilities. This will be assessed by observations done by myself and your supervisor. You will begin your week with an "A". To maintain the "A" the following must be met:**

**The student is on time, follows directions, shows initiative, completes the work given to them and demonstrates responsibility. Failure to do any of the above will result in a lower weekly grade.**

**Your participation grade is based on the following: Signing the attendance log daily (a friend cannot do it for you), turning in your work on time, reading all post left by the sign in sheet and responding to them in a timely manner. Failure to do any of the above will result in a lower weekly grade.**

**Projects: During the school year there may be 1-2 projects. Information will be given in advance.**

**It is expected that the student’s conduct be exemplary!**

**Class Website:**

[www.milamstudentservices.weebly.com](http://www.milamstudentservices.weebly.com)

**Click on Ms. Avila’s Corner. A dropdown menu will appear. Click on Peer Counseling 1.**

**A schedule with topics and assignments will be posted on the website each grading period. You will turn in each assignment on the due date. All assignments, videos, projects, etc will be on the website.**

**IF YOU DO NOT HAVE ACCESS TO THE INTERNET PLEASE SPEAK TO ME AND I WILL MAKE ARRANGEMENTS FOR YOU.**

**Rules Discipline Plan**

1. **Respect all adults and each other 1. Verbal warning**
2. **Listen and follow directions 2. Student Conference**
3. **Attend after-school meetings 3. Parent Conference**
4. **Maintain confidentiality 4. Office Referral /**

**Removed from class**

**Please read and review the class syllabus and rules with your child. Sign and return the bottom portion. I know that we will have a successful year with your child. Please contact me if you should have any questions or concerns at (305) 822-0301, ext. 2147.**

##### I have read and reviewed the class syllabus and rules with my child

**Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Class: Peer Counseling 1/ Ms. Avila**