

Common Ground: Education and the Military ***Grades 9 - 12***

Activity Description: The military is a viable career option for many West Virginia students and it is important for school counselors to form a collaborative working relationship with military recruiters and military support personnel. The military has a wealth of academic and career development resources and programs and can serve as a partner in educating youth about options and resources available to them, as well as, assisting with educating students about requisite skills and knowledge required by the workforce, post-secondary institutions, as well as, the military. This protocol outlines recommended steps to developing collaborative working relationships with military personnel.

School Counselor Performance Standard: Standard 4: Leadership & Advocacy

Function: Function 4A – STUDENT ADVOCACY: Advocates for success of ALL students

Indicator (s): Indicator 4A1 – Promotes equity and access to curriculum, programs, services, and resources for all students. Indicator 4A3 – Leads cooperative efforts between all stakeholders to address individual student success.

GOAL: The school counselor will help facilitate the development of positive collaborative relationships with local military recruiting personnel, to maximize opportunities for student career exploration, planning and development.

Rationale: The purpose of this protocol is to establish guidelines for working with military recruiters in schools. *Public Law 106-398* requires local schools to grant recruiters access to students and “directory information”. Military recruiters are able to provide a variety of services to schools. It is recommended that the school counselor becomes familiar with these services in order to determine which are most appropriate and needed in their school. It is the joint goal of both military recruiters and school personnel for all students to graduate from high school. Military recruiters are viewed as key stakeholders in student success and achievement.

The Armed Forces Recruiting Offices have a vast array of services available for students to assist with career awareness, exploration and development. It is important for students to have opportunities to meet with military recruiters to explore the military as a career option. It is also important for school counselors to partner with military recruiters to provide student and parent access to diverse career development resources. The Armed Forces Recruitment programs provide career exploration materials and provide personnel to deliver this curriculum in the classroom setting, as well as, offer parent and community presentations and exhibits and provide online tutoring programs to enhance student success in school. The Armed Forces Recruitment programs also provide career assessment opportunities through the ASVAB test, which is offered free to all students in grades 9 – 12. They

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provide testing within schools, as well as comprehensive test analysis services for students upon receipt of test results. Military personnel also provide career counseling services to students.

The Armed Services have a variety programs and services which include but are not limited to:

- Community Forum Presentations
- Parent Program Presentations
- Community Exhibits
- School Exhibits
- Individual Career Counseling
- Family Career Counseling
- ASVAB TEST
- ASVAB test preparation
- [ASVAB test results analysis](#)
- [March 2 Success Tutorial Program](#)
- Incentive programs
- Leadership workshops for students and faculty
- [Partnership for Youth Success \(PaYS Program\)](#)
- [Educator Tours](#)
- [Concurrent Admissions Program for students/soldiers](#)
- [Career Mentors](#)
- [Guard Fit Challenge Program](#)
- [Humvee School Program](#)
- [Partners in Aviation Program](#)
- [Partners in Education Program](#)
- [You Can School Program](#)
- [Civil Air Patrol Program](#)
- [Junior Reserve Officers Training Corps \(JROTC\)](#)
- [Operation Military Kids](#)

Materials:

Below is a list of resources that will be helpful to you in establishing military recruiting services in the high school.

Counselor Resource 1	Marketing Materials such as posters, brochures, dvd's, and other promotional items
Counselor Resource 2	Public Law 106-398
Counselor Resource 3	Memorandum of Understanding (MOU) between "School Name" and Armed Services Recruiting Staff
Counselor Resource 4	Student Graduation Status Letter Sample Letter

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Approved by: West Virginia School Counseling Protocol Task Force – June 2010

Pending Approval: West Virginia State Board of Education (December 2010)

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Counselor Resource 5

[Army High School Program Guide](#)

Counselor Resource 6

All Army Education Programs available a: www.ArmyEdSpace.com

Counselor Resource 7

[Strong Students, Strong Futures, Strong Nation Article](#)

Counselor Resource 8

[Education Military Partnerships](#)

Counselor Resource 9

[ASVAB sample summary sheet](#)

Counselor Resource 10

[Opt-Out sample form/letter](#)

Counselor Resource 11

West Virginia State MOU with all branches of the Military

Procedures:

1. The school counselor facilitates contact with the local recruiting offices of all branches of the Armed Services at the beginning of each school year.
2. The school counselor facilitates the signing of a Memorandum of Understanding by the school principal, counselor and the local recruiting commander of each the local branch of the Armed Services, that will include but are not limited to:
 - ❖ When and how often recruiters will visit the school
 - ❖ Getting students out of class
 - ❖ Release of student data
 - ❖ Relationships between recruiters and students
 - ❖ Providing career education
 - ❖ Mentoring/tutoring students
 - ❖ ASVAB testing – including use of scores
3. The school counselor serves as the liaison between the school and the local recruiting staff.
4. The school counselor maintains on-going, open communication and collaboration, and partners with the local recruiting staff to assist with dropout prevention efforts and strategies.

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5. When appropriate, the school counselor includes local military recruiting staff in student assistance team meetings and dropout prevention committees.
6. The school counselor collaborates with administrators to establish and publish an “opt out” method for students to not be contacted by a local recruiting officer. (see sample opt-out forms)
7. The school counselor facilitates the exchange of appropriate student information to armed forces recruiting officers, including class and graduation list.
8. Counselor completes student graduation status letters as required by military recruiters. (see sample letter)

Resources:

- 1.) <https://www.march2success.com/index.cfm>
- 2.) <http://www.usarec.army.mil/support/resources.htm>
- 3.) <http://www.military.com/ASVAB>
- 4.) <http://www.armedforcescareers.com/>
- 5.) <http://www.usarec.army.mil/support/downloads/HS%20Program%20Guide09-10.pdf>
- 6.) <http://www.gpoaccess.gov/serialset/cdocuments/sd106-30/pdf/pl106-398.pdf>

Evaluation:

- 1.) Copy of MOU.
- 2.) Evidence of “opt out” method, identifying students who have “opted out” of their information being shared with armed services recruiting officers.
- 3.) Documented exchange of student information with armed services recruiting officers.
- 4.) SAT or other dropout prevention committee meeting minutes.
- 5.) Survey results of local recruiting officers.

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