

Community



The Pupil Personnel Worker provides consultation services to school personnel and community agencies. These services are aimed at implementing proactive strategies that may prevent or help to resolve problems. The pupil personnel worker influences the total educational community by:

- conferring with school personnel on educational procedures.
- serving on committees.
- offering supportive educational services to community agencies.
- interpreting school law and Baltimore County Public Schools' policies and procedures.
- participating in Student Support Team conferences, case conferences, faculty meetings, and parent groups.

Residency Officers are provided by the Office of Pupil Personnel Services to assist schools with the investigation, processing, and interpretation of multiple family living arrangements and other domicile issues.

Professional and Educational Background



The functions of the **pupil personnel worker** demand a comprehensive background of training and experience in teaching and graduate study. The State Board of Education requires certification according to Code of Maryland Annotated Regulations (COMAR) 13a.12.03.06 for the pupil personnel worker. Requirements include:

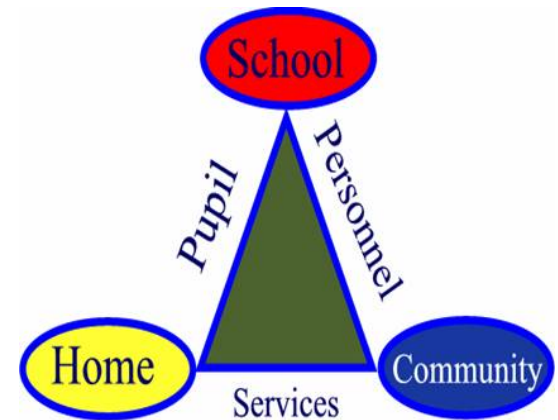
- Master's degree in pupil personnel or related field.
- Graduate course work in school law, counseling, sociology, and psychology.
- Three years of satisfactory teaching experience.

HOW TO CONTACT A PUPIL PERSONNEL WORKER OR RESIDENCY OFFICER

Any member of the school staff may contact the appropriate pupil personnel worker or residency officer through the local school administration.

Student, parents, and others may obtain assistance through the local school or by contacting the Office of Pupil Personnel Services: **410-887-0404**

Office Of Pupil Personnel Services



**Department of Student
Support Services**

Baltimore County Public Schools

Mission Statement

The Office of Pupil Personnel Services is committed to provide direct intervention and case management services to students and families of students who are experiencing academic, behavioral, emotional, physical, and/or social difficulties. The pupil personnel worker collaborates with school administrators, teachers, agencies, human service providers, and other student support services personnel to coordinate services for families in order that students may achieve the maximum benefits from their educational experience.



Why does John misbehave in school?
Why does Monique have difficulty with her class work?
Why does Jose fail to attend school regularly?
Why is Taneesha planning to drop out of school?

The Pupil Personnel Worker is called upon to help answer these “whys” and to help develop an educational plan.

The Pupil Personnel Worker recognizes that the class room teacher is the key person in any program that helps students adjust to the school environment.



The Pupil Personnel Worker, with his or her background in human development and behavioral sciences, is uniquely qualified to assist students who encounter academic, behavioral, emotional, physical, and/or social problems.

Responsibilities

The Pupil Personnel Worker works directly with students who have special needs affecting their school adjustments. This is an important role of the pupil personnel worker. In working with children and families, the pupil personnel worker may use one or all of the following strategies:

- Individual or group counseling with the student and his or her parents/guardians.
- Interaction with the members of school teams providing a multi-disciplinary approach to the student’s needs.
- Interpreting social data that may help school personnel to better understand the student, the family, and the environment in order to facilitate an educational plan.
- Referring student and family to community agencies for assistance.

The Pupil Personnel Worker assumes administrative responsibilities by:

- Serving as a liaison between the school, the home, and the community to coordinate services to students, families, and school personnel.
- Processing temporary suspensions of students.
- Processing and approving applications of nonresident students to attend the Baltimore County Public Schools.
- Arranging and facilitating intake conferences for re-enrolling students discharged from institutions and the Department of Juvenile Justice facilities.
- Determining those cases that should be referred to District Court and the Department of Juvenile Services.
- Processing and approving the re-enrollment of agency placed students.



INFO WORTH ASKING FOR