



October 21, 2020

Dear Parent/Guardian,

Welcome to 2020-2021! We are happy to have your child as a student with us for what we are hopeful, under current circumstances, will be a productive and safe 2020-21 school year. We are Ms. Monforte (9th and 11th grade counselor) and Mr. Moore (10th and 12th grade counselor) and we are your child's counselor for all four years of high school. As guidance counselors, our primary responsibilities are to promote the academic, personal, and social development of all students and serve as a resource to students, parents, teachers and administrators. We typically work with students at the classroom/grade level, small group level, as well as at the short-term individual counseling level. We offer a wide range of guidance support services to help our students reach their highest academic potential. Ms. Beckman, Assistant Principal and Licensed Clinical Social Worker (LCSW), supervises provision of these services.

Please note that, due to the COVID-19 pandemic, we will be modifying the services discussed below to accommodate for remote communication, social distancing, and other adapted requirements as determined by the NYC Department of Education.

- **General and at-risk counseling:** we help students who are experiencing social/emotional difficulties that interfere with their success at school. We work to help students develop the skills to manage and address interpersonal challenges in their lives. Students may self-refer or be referred to the counselors by teachers/staff and/or parents. Confidentiality is respected. We offer support in a range of topics, such as:
 - Academic concerns.
 - Time management.
 - Divorce, separation, and family changes.
 - Educational and career planning.
 - Peer relationship issues.
 - Problem solving skills.
 - School adjustment issues.
 - Stress reduction and coping skills.
 - Experiencing loss, death, and grief.
- **Individual counseling sessions:** each student will have the opportunity to meet with their counselor for academic and career review.
- **College and career readiness:** students will have access to our college advisor and career planning materials starting from freshman year.
- **Mandated counseling as per IEP:** guidance counselors provide the scheduled counseling services when specified in a student's IEP.
- **Conflict resolution:** we help students work out differences and disagreements they may have with other students or adults when they interfere with a student's academic progress. This might include remote intervention through virtual platforms.
- **Academic guidance:** we are constantly reviewing transcripts with students to ensure the completion of New York State graduation requirements. Students are taught how to interpret their own academic transcripts. We will be sharing virtual resources in service to this.
- **Classroom/large group guidance presentations:** we typically present in the classrooms monthly to conduct developmentally appropriate lessons. This will be adapted under the current circumstances and might include remote presentations.
- **Advisory:** once per month, students will receive Advisory lessons in a variety of topics. This will be adapted under the current circumstances and might include remote presentations and activities.
- **Columbia University Social Work Interns:** in addition to the services described above, we have four social work interns per academic year that provide additional support to our student community through academic and social/emotional check-ins, individual and group counseling sessions, school culture events to enhance



Keisha Warner, Principal |
Alison Beckman, Asst. Principal |
Rani Pendharkar, Asst. Principal |

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preparation.

Unless it is an emergency and to avoid missing instruction, students will contact the guidance counselors through email when they are not in class. Appointments can be made by the student or counselor. Please feel free to contact us at pmonforte@tcs-nyc.org (Ms. Monforte) or pmoore@tcs-nyc.org (Mr. Moore). We look forward to working with you and your student!

Sincerely,

Paulette Monforte
Peter Moore,
Guidance Counselors

Alison Beckman, LCSW
Assistant Principal