

1 **R277. Education, Administration.**

2 **R277-464. School Counselor Direct and Indirect Services.**

3 **R277-464-1. Authority, Purpose, and Oversight Category.**

4 (1) This rule is authorized by:

5 (a) Utah Constitution [Article X, Section 3](#), which vests general control and
6 supervision over public education in the Board;

7 (b) Subsection [53E-3-401](#)(4), which allows the Board to make rules to execute the
8 Board's duties and responsibilities under the Utah Constitution and state law; and

9 (c) Subsection [53E-3-518](#), which directs the Board to make rules specifying:

10 (i) the recommended direct and indirect services a school counselor may provide;

11 (ii) the recommended amount of time a school counselor may spend on direct and
12 indirect services; and

13 (iii) activities for a school counselor.

14 (2) The purpose of this rule is to establish standards and time limits for direct and
15 indirect services provided by a school counselor within an LEA.

16 (3) This Rule R277-464 is categorized as Category 2 as described in Rule R277-
17 111.

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19 **R277-464-2. Definitions.**

20 (1) "Direct services" means services provided to a student consistent with the
21 School Counselor Services document incorporated by reference in Section R277-464-3.

22 (2) "Indirect services" means all other services consistent with the School
23 Counselor Services document incorporated by reference in Section R277-464-3.

24 (3) "Non-school counselor activities" means activities inconsistent with direct and
25 indirect services and deemed inappropriate consistent with the School Counselor
26 Services document incorporated by reference in Section R277-464-3.

27 (4) "School counselor" means the same as the term is defined in Subsection [R277-
28 462-2](#)(3).

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30 **R277-464-3. Incorporation of School Counselor Services Document.**

31 (1) This rule incorporates by reference the School Counselor Services Document,
32 [~~August 2019~~] February 2024, which lists approved direct services and indirect services
33 provided by a school's counseling program.

34 (2) A copy of the School Counselor Services Document is located at:

35 (a) (insert new link once posted but before filing); and

36 (b) the Utah State Board of Education - 250 East 500 South, Salt Lake City, Utah
37 84111.

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39 **R277-464-4. Time Allotment for Direct and Indirect Services.**

40 (1) An LEA shall ensure the time allotment for implementation of a school's
41 program be allocated in the following ways:

42 (a) 85% of a school program's aggregate time is devoted to providing direct
43 services to students, including:

44 (i) collaborative classroom instruction;

45 (ii) assisting in creating a plan for college and career readiness;

46 (iii) dropout prevention efforts, including student social and emotional supports;

47 and

48 (iv) providing supports for a student's needs consistent with the program.; and

49 (b) no more than 15% of a school program's aggregate time is devoted to indirect
50 services including:

51 (i) faculty meetings;

52 (ii) administrative duties related to the program;

53 (iii) professional development of a school counselor; and

54 (iv) leadership meetings.

55 (2) An LEA shall ensure all direct and indirect services are consistent with the
56 listed appropriate usage of time provided in the School Counselor Services document
57 incorporated by reference in Section R277-464-3.

58 (3) An LEA shall ensure all appropriate and prohibited inappropriate activities are
59 consistent with the School Counselor Services document incorporated by reference in
60 Section R277-464-3, including the elimination of non-school counseling duties such as
61 test coordination and administration.

62 (4) An LEA that receives funds pursuant to [R277-462](#) shall be subject to the
63 requirements of this rule and all additional requirements as described in [R277-462](#).

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65 **R277-464-5. Annual Assurance and Compliance.**

66 An LEA shall provide an annual assurance of intent to comply with the time
67 allocation described in Section R277-464-4 through the annual assurances document
68 described in [R277-108](#).

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70 **KEY: school counselors, services**

71 **Date of Enactment or Last Substantive Amendment: November 8, 2019**

72 **Authorizing, and Implemented or Interpreted Law: [Art X Sec 3](#); [53E-3-401\(4\)](#); [53E-](#)
73 [3-518](#)**