

1 **R277. Education, Administration.**

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

3 **R277-464-1. Authority and Purpose.**

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.

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17 **R277-464-2. Definitions.**

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

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

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

25 (4) "School counselor" means the same as the term is defined in Subsection [R277-](#)
26 [462-2\(3\)](#).

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

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

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

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

34 (b) the Utah State Board of Education - 250 East 500 South, Salt Lake City, Utah
35 84111.

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

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

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

42 (i) collaborative classroom instruction;

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

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

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

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

48 (i) faculty meetings;

49 (ii) administrative duties related to the program;

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

51 (iv) leadership meetings.

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

55 (3) An LEA shall ensure all appropriate and prohibited inappropriate activities are
56 consistent with the School Counselor Services document incorporated by reference in

57 Section R277-464-3, including the elimination of non-school counseling duties such as test
58 coordination and administration.

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

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

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

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67 **KEY: school counselors, services**

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

69 **Authorizing, and Implemented or Interpreted Law: [Art X Sec 3](#); [53E-3-401\(4\)](#); [53E-3-](#)
70 [518](#)**