

DATE:	October 5, 2023
SUBJECT:	Annual Assessment of School District Compliance with Commissioner's Rules Concerning Counseling Public School Students
CATEGORY:	School Counseling
NEXT STEPS:	Randomly selected school districts will be asked to provide documentation not later than November 15, 2023

Texas Education Code ([TEC](#)), [§33.006](#) requires school districts to annually assess compliance with their policies requiring a school counselor to spend at least 80 percent of the school counselor's total work time on duties that are components of a counseling program developed under [TEC](#), [§33.005](#).

In accordance with [19 TAC](#), [§61.1073](#), school districts **must do** the following:

- Require each school counselor to track and document, using a standardized tracking tool, as established by each district, the time spent on work duties performed by the school counselor throughout a school year.
- Annually assess the district's compliance with the district policy adopted under [TEC](#), [§33.006\(d\)](#);
- Upon request, provide a copy of the assessment to TEA on or before November 15.

Selected school districts will be notified by October 15 and must submit the following not later than November 15:

- A copy of the district policy adopted under [TEC](#), [§33.006\(d\)](#)
- A copy of the district annual assessment as described in [19 TAC](#), [§61.1073\(c\)](#)
- The number of school counselors in the school district from the previous school year.
- The number of school counselors in the school district whose work is determined by the district to be out of compliance with the school district policy.
- Any other findings, conclusions, or analysis included in the annual assessment, including proposed strategies to address any lack of compliance.

If you have questions, please contact the Counseling, Advising, and Student Support (CASS) Team in the College Career and Military Preparation Division by email at: CASSTeam@tea.texas.gov.