

# Essex County School Counselor Summit

Friday May 5, 2023

- **Set up is between 8-8:45am.** You will be provided with ½ of an 8ft rectangular display table covered with an ivory tablecloth. (If you need more space, please let me know by Friday 4/28). This is where you can set up brochures, handouts and other information about your organization that would be useful for School Counselors, Mental Health Support staff and other Service/Resource Providers, plan for approximately 75 guests.
- **8:30am: Guest arrival and sign-in** (coffee and pastries) – All Providers are encouraged and welcome to participate in both morning and afternoon activities. There is no assigned seating, and we do not want you to sit at your display table, you can sit with our guests at the round tables in the main ballroom. Please, be our guests!
- *Resource Providers will not engage in this activity.*
- Around **11:30am Service Provider representatives** (select someone from your organization to speak) will participate in a Provider activity that will be led by Terri Morse. During this activity the Service Provider Representative will be called upon to stand up at the table that they are currently sitting at, and will have approximately 3-5 minutes to share: Introduce yourself, what does your organization do and answer a question provided by Terri Morse. Please reach out to me if you would like to know what question Terri will ask you at the event.
- **Lunch is provided from 12:15-1.**
- From **1 – 2:30 There will be breakout sessions** that are structured around topics, such as staff resiliency, trauma responsive schools, supporting LGBTQ students and “what is MindUp”. You are encouraged to join and learn from these as a guest.

- **2:40 – 3:30** Will be a Provider Meet and Greet. Previously we thought of this time as a “speed meeting” activity. However, we have decided that it would be important for guests to be able to take their time to engage with Providers and ask questions. We are providing a form to each guest that will list each Provider and a place to write questions that they would like to ask you during this time. We have included all Providers on this list.
- **3:30-4:30 Social time to continue conversations.** Providers can start to breakdown their tables at this time or wait until guests leave at 4:30. (optional)