

NHSCA March Board Meeting

Mar. 19, 2014

Trulson Room - Grappone Hall, NHTI

Board members in attendance: Andrienne Baker, Celia Salson, Stephanie, Jill Tarkleson, Kathy Hoppa, Sharon Nix, Lynn Merlone, Paula Frank, Karen Collins, Robin Gregg, Jackie Creed, Charles Langille, Tim McClelland, Annette Blake

Guest: Betsy Oswalt, Margaret Callahan, Victor Kissell, Zenagui Brahim

4:30: Guest Presentation and Discussion: Margaret Callahan, Principal, Seacoast School of Technology, Zenagui Brahim, President of the MEP, (NH Manufacturing Extension Partnership), Victor Kissell, Tidland Corp., representing the Governor's Advanced Manufacturing Educational Advisory Council.

Manufacturing is the #1 Industry In NH and there are an abundance of skilled worker positions unfilled.

Need for high math skills: advocating tying in real work problem solving math in school.

Society of Manufacturing Engineers: has a mobile education presentation that can be offered to schools to show students what kind of work is done, what is made, and the educational requirements for the career in Manufacturing. presentation has been done for 5-8th grade

MEP (NH Manufacturing Extension Partnership): many people in the Manufacturing industry are retiring and there is not enough young people interested or ready to fill those positions. Last year MEP had a manufacturing week in October to get information out to educators and students about what Manufacturing is all about and build a relationship between business and schools. Further information regarding last years Manufacturing week will be sent to NHSCA president Celia Slason from Zenagui Brahim from MEP.

Board Business:

5:30 PM Call to Order

Review of agenda

Secretary's Report: Review of January 2014 minutes- Kristin I.

Approval of 1/22/14 Board minutes will be on hold due to technology difficulties from taking minutes from GoTo Meeting

Treasurer's Report: Review of Treasurer's Report-Annette B.

Approval of Treasurer's Report: Motion: Robin Second: Kathy **Approved**

Budget review: Finance committee will need to meet before May meeting to create budget for next year. part of next years conference will need to have memorandum of understanding with speakers to spell out what expenses are reimbursable and what receipts are needed to reimburse. Administrative assistant will create a form for next years conference presenters.

President's Report:

First a "thank you" to Karen and Tori at NHHEAF for assisting with the Governor's Proclamation for School Counseling Week. Celia will bring the proclamation with her to the board meeting.

Planning has begun for our Annual Conference. (see the Conference Committee report). We decided to stick with Grappone Center as it is accessible and fairly located. Celia knows it is still a distance for our northern members - but still within the interstate corridor. We have approached a keynote speaker and now are trying to negotiate the best date. We looked over all the evaluations and keeping members input and ideas in mind as we begin planning. It would be good if we could attract a few more board members into the planning.

Thinking ahead to building our board for next year, Celia would like you all to think about serving again and to talk to your colleagues about coming on to serve on the board in the open spots for next year. Celia would especially like to find regional chairs for the Dartmouth/Sunapee area and the Capital Region. The regional chairs have all done a terrific job setting up regional events this year and Celia would love to keep that momentum going! Celia believes the regional events will come to be just as important, if not more, as the annual event- as far as reaching all of our members and attracting new members.

Delegate assembly, June 28, is in Orlando this year. At this time Charles and Celia will be the NHSCA delegates, as we only get two due to changes in the ASCA policy. We should have information about the voting and ASCA policies for you by our May board meeting.

Celia met with Mariane Gfroerer in February. Celia updated her on the board roster, membership and plans for the Fall conference and professional development. Charles, Colleen, Bill Hughen and Celia are finishing up a "white paper" regarding school counselors encouraging students toward careers in science, technology, engineering and math. We hope to present this to Mariane and the Commissioner soon. This topic will be pursued with our guests to the board meeting in March. Celia was approached by Margaret Callahan, Principal of the Seacoast School of Technology about coming to speak to our board. Having NH students graduate career ready and prepared to join a changing and challenging technological work place is high on the minds of business and manufacturing in the state. The business and post-secondary entities recognize that school counselors play a role and importance of partnership.

Bill Hughen, representing the Guidance Directors, Charles and Celia are participating on a committee with the Dept. Of Education. Karen Soule, of the D.O.E., chairs the NH Educator Effectiveness Specialists Sub-Committee. We met once in January and the February and March meeting were postponed due to weather. The committee hopes to reconvene this week. So far we have researched various rubrics and models for school counselor evaluation from other states and looked at rubrics from Danielson and

American Institutes for Research. On the agenda for the coming meeting is organizing a survey of our membership regarding their questions around professional evaluation systems.

The Suicide Prevention legislation was defeated in the legislature. The Minimum Standards (300's) should be finalized soon. Media Power Youth is planning their state-wide rollout for trainings for teachers and counselors. We might be asked to help with regional venues to get them started. Amy Jo and Mitch are planning the webinar with Louise Morin-Day. Because Louise was unable to speak at the November event she will now offer her session to our members with a webinar, April 17th. (Celia believes its at 3:15 in the afternoon).

We need to discuss how our professional recognition process is working. We did not get a good response from the principals in December, however Kathy has two deserving colleagues who will be recognized in the next few weeks. How can we increase the number of nominations and can we recognize part-time members?

Last, Celia would like to choose an item from the strategic plan and outline some "outcomes" that we would like to have. This would focus the board on determining priorities and helping us evaluate how we are progressing.

During meeting:

- Building our Board Roster for 2014-15

Board members Please notify Celia or Charles of your intentions to serve on the board and in what position before April 15. Information will need to get out for voting purposes. Sharon will look into using survey monkey for voting, in past it has gone into newsletter, board positions open for 2014-2015: email can be sent out as well as posting on the website.

- State and Legislature updates:

300's standard minimums are almost complete, 600's draft has been written and will be going to committees for review

Celia will ask Karen Soule about changing State Certification to read "School Counselor" instead of "Guidance Counselor"

- Outcome planning from Strategic Plan
- Recognition Policies
- Webinar update: free webinar for NHSCA members April 17 3:15

Engaging Parents in tier 2 and 3 Intervention by, Louis Morin-Day

6. President-Elect report-Charles L.

- Current top priority is convening a Fall of 2014 Conference Committee meeting. Charles has listed these items under the fall conference committee report.

- UPDATED 3/18...RAMP camp connection has been reconnected after being lost. We have found out it will cost the association nothing to hold a camp, and each attendee pays \$99 if they are an ASCA member, to ASCA, for the camp. Location? and when? are my questions. Charles proposes August, perhaps a summer board meeting to follow the event.
- Our NHDOE subcommittee that is looking at how specialists (including school counselors) are evaluated has been snowed out for the past two months' meetings. However, we have a new one scheduled for this Thursday evening to make up for this month's lost meeting.
- Finished compiling the white paper on STEM/STEAM and sent it out for edits to committee members. Paper should be complete for submission soon.
- Begun compiling some ideas for needs/things to do next year in NHSCA. Charles would like input, if there are ideas, please submit them to me via email.
- An offer from a vendor that creates directories for other state associations was made via email. The directory comes as a magazine layout, has advertisements, they do the work, solicit the info, and give us the documents as well as mail them. We just have to allow them to do it and sponsor them; no cost though. This could replace our print copy and make our online directory even easier to move forward with since we won't need to worry about anyone that wants a paper copy. Should we move forward with finding out more information?

Past President's Report-Robin H.

No report

VP reports

- Elementary- Becky R.
- Middle School- vacant
- Secondary-Tim M.

During meeting: Tim planning to ask information of counselors in the state: what are schools doing with STEM, current issues, what kind of support can NHsCA offer, evaluations, Common Core and effect of school counselor role, how are school counselors using technology in their program. How can we better use NHSCA Scene more, idea of offering a demo at a conference. Final list of questions will go out to board. Board members feel free to get your ideas to Tim about string of resource topics to start on NHSCA Scene.

- Post- Secondary-Loan P.

Regional Chair updates Discussion/questions/comments regarding submitted reports

- Seacoast-Kyle C.

The regional meeting for seacoast counselor's is being held March 25th at Sanborn Regional HS. There are over 30 counselors expected to attend the meeting which will focus on how best to support anxiety and depression in the school setting.

Another meeting is also tentatively planned for spring 2015, which will be a CALM [Counseling on Access to Lethal Means] training. The meeting will be held at Newmarket High School.

- Greater North Woods-Adrienne B.

Adrienne shared her thoughts on possibly switching roles on the board to best suit her strengths. She is willing to help find a new representative for the Greater North Woods.

- Greater Monadnock -Robin G.

The Greater Monadnock Region Spring meeting will take place on Thursday, April 10, 2014, at Keene State College, from 3 - 5 p.m. Effie Malley, the new director of the NH Children's Behavioral Health Plan, is the guest speaker. Her talk will be followed by a question and answer/discussion, with time for levels-sharing and informal conversation at the end of the meeting.

- Lakes- Jackie C.

Regional meeting date has been set for April 17 at Laconia High School. The meeting will run from 7:30am-9am. Jennifer Doris from Lakes Region Community Services Family Resource Center will be speaking about resources in the region for families in need and she will also be speaking about summer opportunities for students. Counselors will also have an opportunity to meet and talk with each other. Please feel free to offer me any advice or tips on running a regional meeting- This is my first go at it-Thanks!

- White Mountains-Paula F.

For the March 2014 White Mountains Region report, details on our North Country annual meeting on May 23 at WMCC can be found on the NHSCA home page under events. We are hopeful most North Country counselors have received the invitation. Tori Berube has helped coordinate the meeting in conjunction with NHHEAF. Paula knows there was interest in looking at what others are doing for STEAM classes at our Go-To meeting in January. She has a pdf description of Profile's STEAM class. If anyone is interested, please email me for a copy. This was the first year we offered the class as an elective and it was very successful.

If anyone is interested in either pdf, Paula is happy to email you a copy.

My email is: pfran@profile.k12.nh.us.

Gary Goodnough from Plymouth State University will attend and provide discussion/supervision to counselors

Future hope is to get more elementary school counselors involved from the area in regional meetings and be able to offer topics of interest to them

- Capital - vacant
- Dartmouth/Sunapee - vacant
- Merrimack- Amy Jo M.

Although Amy has completed both the therapist contact list and have discussed potential dates with Eric Mann to present his stress curriculum to the Merrimack region, Amy has not confirmed either meeting. The list of mental health providers is updated and comprehensive.

Amy will update the status of these two meetings in the next two weeks. There is no other information to report at this time.

Committee Chair Updates Discussion/questions/comments regarding submitted reports

- Advocacy- Barbara G.
- Nominations and Election
- Technology - Mitch T and Lynn M

GoToMeeting, made available to us by ASCA, was used to run an online Board meeting in January. We had a quorum, and the consensus was that the meeting was effective and productive. We are considering arranging for people who live far from Board meetings to telecommute to regular meetings as well. This may offer benefits so long as technology is available at the meeting sites, that the additional venue is not disruptive to the live meeting process, and that the ability to telecommute does not significantly reduce live attendance.

We will be using a webinar service provided to us by ASCA to run a webinar in April 17. Details to follow.

Lynn Merlone has been maintaining the events calendar and refining the web interface on an ongoing basis.

We are ready to coach those interested in having online regional meetings using Google Hangouts. This should be particularly helpful to Regional Chairs of regions requiring long drives for to meet. Contact Mitch Taranow if interested.

- Public Relations- Lynn

Public Relations : The Event Calendar (now listed as Professional Development Opportunities in the side tab) continues to be updated. Please contact Lynn when you schedule a regional event so she can put it on the calendar. All NHSCA / ASCA events are highlighted on the home page (top right hand corner) for the 3 most recent events.

- By-laws/Policies

- Ethics -vacant
- Professional Recognition- Kathy H

The Selection Committee for the Counselor of the Year Awards met on February 20 in Hooksett to select this year's awards. It was a difficult process, particularly at the elementary level, which had six applicants. The high school level originally had two applicants, but one decided not to pursue her nomination.

Two presentations will take place in March. The first is Wednesday, March 19 at 2:15 (date has been changed since I sent the email last week) at Spaulding HS. The second is Friday, March 21 at 2pm at Conway Elementary School. NHSCA Board members are welcome and encouraged to attend one or both of these ceremonies.

The EDIES dinner is Saturday, June 7 in Manchester (sometime in the early evening). There are currently six seats available at the NHSCA table for board members. Please let me know if you would like to attend ... a large contingency from NHSCA would be wonderful.

During the meeting: discussion of ideas on how to get information out for professional recognition and what should constitute a nomination. Committee is looking to increase volume of applicants.

Changes voted on: Instead of letters of recommendation for nomination an application with questions will be used Motion: Celia Second: Charles and Karen **Approved**

Instead of a counselor of the year for each level there will only be 1 school counselor finalist for Counselor of Year. Motion : Celia Second: Robin G. **Approved**

- Professional Development
- Newsletter- Robin H. and Sharon N.

Update on how last newsletter production went: success. Keep the articles coming in- it is so helpful

- Fall conference- Celia S and Charles L.
 - In attendance at our first meeting: Celia Slason, Rebecca Russell, Timothy McClelland, and Charles Langille. We met at Keene State College in a conference room in Rhodes Hall.
 - After reviewing data from the past conference, it looked like several things were most popular: continuing the venue in Concord at the Grappone Center, keeping breakout sessions for a style, and something in regards to Trauma.
 - Kevin Creeden was decided as the keynote speaker after talking about several options. Contact has been made to make sure the date available and options work and hopefully a contract can be made soon. Currently the date of November 10th or 21st are proposed after looking at November 21st as the only available Friday in October or November. The date was sent around to the board for feedback and the feedback was very mixed.

- Breakout options were discussed as well that include options for levels and continuing the theme of helping Children/Youth in Trauma.
- Sponsors/vendors were discussed to help keep costs down and to establish a continued tradition of having vendors that work with counselors being present to talk with counselors during registration and breaks.
- It was also discussed to have a breakout session that focused on facilitated level sharing/networking. Levels would include all 3 school levels as well as students.

During meeting: Celia will check in with Grappone about November 17th and possible October Monday dates

PROPOSAL:

Sponsors/Vendors at NHSCA Conferences

Bronze level: 100 dollars reserves the rights to one leaflet/brochure in our packet and listed as a sponsor for the event in any and all sponsor printed lists/merchandise. Sponsor may also offer a door prize with an announcement of sponsored by to be made at presentation of prize. Sponsor will also have a table space for additional leaflets or materials that must be supplied in advance of event.

Silver level: 250 dollars reserves the rights above plus the ability to have a table space at the conference at which a representative may be present. Representative will be entitled to all conference meals/snacks.

Gold level: 1000 dollars reserves the rights to all the above plus the rights to be listed as a sponsor of a snack break at which time an announcement will be made on behalf of the sponsor and a sign will be placed upon the snack table.

Platinum level: 1500 dollars reserves the rights to all the above plus the rights to sponsorship of lunch instead of a snack break.

All sponsors will be designated as such on our webpage/conference page.

All sponsors will need to be vendors of items that are of value to the school counseling profession.

Any non-profit organizations wishing to display items at conferences that are of value to the school counseling profession will be able to do so at no expense. Such organizations will only be able to display items as space is available, and arrangements are made at least 2 weeks in advance of conference. No representatives will be allowed unless listed as a sponsor and sponsor guidelines are followed.

Any organizations that are looking to form professional partnerships with school counselors may display items and have representatives should NHSCA be able to do the same at their conferences/meetings and be invited to do so. Partnering organizations must have active charters as well as conferences/meetings inside of New Hampshire

- Scholarship-Stephanie C.

No report

Liaisons

- Guidance Director's Liaison- Colleen D.
- Administrator Liaison- vacant
- Department of Education Liaison- Mariane G.
- Student Intern Liaison-Jill T.

Request to have scholarships for graduate students to attend the fall conference or a reduction in student conference fee. Goal to increase graduate student attendance.

- NHHEAF- Karen C.

Destination College April 5th Southern University registration closed already because it is popular event---but the College Fair component is open to all 12 PM.

NCAA School Counselor/Athletic Director training day- Monday 4/14/14 --eligibility changes
NCAA rep on Skype register by 4/4/2014

NHJump Start Virtual Quest: deadline 4/18/2014: see NHHEAF website

Train the trainer is going well to teach school counselors how to present the NHHEAF school programs.

NH Charitable Fund Statewide Student Aid Program- deadline 4/15/2014 at 5PM. Average award has been \$1,800

Still time to book College Overview for juniors and award letter night presentations.

Pell Grant increase for 2014-2015 up to \$5730

- Budget Committee

Board members interested in participating on the committee let Celia know. The committee will meet at least once before May meeting to create next years budget.

Motion to Adjourn: Charles Second: Karen **Approved**