

NHSCA Board Meeting
March 23, 2012 4:00 – 7:00
NHTI, Grappone Building
Trulson Conference Room on the 2nd floor

Board Members in attendance: Lynn Merlone, Robin Hogan, Susan Theberge, Kim Lavoie, Mitch Taranow, Adrienne Backer, Paula Frank, Kathy Hoppa, Bill Hughen, Celia Salson, Becky Russell

Guests: Sarah Jo Merriman, Karen Collins

Call to Order

Approval of agenda

Secretary's Report: Approval of January Board meeting minutes

Motion to accept report: Mitch Second: Susan **Accepted**

Treasurer's Report

- Proposal to move \$1000 from fall conference to mileage

Motion to accept proposal: Bill Second: Susan **Accepted**

- Need to attach treasurer's reports as attachment to meeting minutes on website, Stephanie will coordinate with Mitch and Annette
- Executive service budget adjustments will be handled at the next meeting.

Motion to accept report: Mitch Second: Susan **Accepted**

President Report

Discussion during meeting:

- Need 3 volunteers to go to the LDI and ASCA Delegate Assembly and Conference in Minneapolis MN June 21-26: Lynn and possibly Robin H. Follow up with Beth Harrington who expressed interest in attending: also Celia S. would be interested in going: Names needed by April 21st
- Budget for next year Lynn will follow up with board members who need to attend the the finance committee. Next years budget will be proposed at May meeting
- Board Vacancies: some members have not responded. Please contact Lynn regarding your board position for next year Current known vacancies: Treasurer, Professional Recognition Chair, President elect, Advocacy Chair
- ASCA is requesting our membership list: Board discussion around whether it would be appropriate to share: our policy does not allow for us to share our membership list

New Hampshire School Counselors Association														
Financial Report														
Fiscal Yea 2011-2012														
	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	TOTAL	
REVENUES														
101 Membership Directory Adv.				400									400	
102 Dues		3606.54	40	4264.4	2667.12	1780				3030.93			15388.99	
103 Fall Conference		120		4357.48	8481.81	190							13149.29	
105 NH DOE Grant				5000									5000	
106 Interest	0.67	0.55	0.55	0.93	1.19	1.12	1.06	0.88	0.9	0.85			8.7	
107 Newsletter Advertising				1825	825								2650	
108 Research													0	
109 Carryover	16,065.55	14159	13913.66	12659.87	26370.61	27923.68	27266.48	23809.6	21967.7	20536.9	21517.89		13913.66	
111 Summer Institute													0	
112 Professional Recognition										250			250	
113 Board Meetings													0	
115 Postage Refund													0.00	
116 Spring Conference													0.00	
TOTAL REVENUES	16,066.22	17886.1	13954.21	28507.68	38345.73	29894.8	27267.54	23810.48	21968.6	23818.7	21517.89	0	50760.64	
EXPENSES														
201 ASCA Adv (APPI) (March)													0	
202 ASCA Conf., Del & Assembly	1,677.32									417.2	1154.6		3249.12	
203 North Atlantic Regional Meeting													0	
204 LDI Conf (July-Aug)		2219.34											2219.34	
207 Board Meetings		165	62.05	181		200		120.25		209.39			937.69	
208 Mileage	148.50	265.87	822.24	191.66	266.78	115.51	397.94	222.12	46.41	736.88	166.88		3380.79	
212 Fall Conference		71.09		346.55	8017.41	107.91				500			9042.96	
214 Summer Institute													0	
215 Regional Meetings	48.89												48.89	
218 Directory					538.07		85	1351.84					1974.91	
219 Newsletter					1536.06		685		687.52				2908.58	
221 Professional Recognition	25.00	55.96				53.29	13.2		550	233.22			930.67	
222 Public Relations				50	30								80	
223 Membership						40		40	40				120	
224 Scholarship						1000	27.12						1027.12	
226 Webmaster/Website				100		1100	200	100	100	100	1664		3364	
227 Postage					10		28.96			90.4			129.36	
228 Contingency/Bank Fees	7.49	11.45	10.05	17.86	23.73	11.61	9.2	8.55	7.75	13.74			121.43	
229 Treasurer/IRS/Audit			400										400	
231 Insurance													0.00	
232 Executive Services		875		1250			2011.52				1225		5361.52	
233 Spring Conference		308.74											308.74	
TOTAL EXPENSES	1907.2	3972.45	1294.34	2137.07	10422.05	2628.32	3457.94	1842.76	1431.68	2300.83	4210.48	0	35605.12	
NET PROFIT/(LOSS)	14159.02	13913.7	12659.87	26370.61	27923.68	27266.48	23809.6	21967.72	20536.9	21517.9	17307.41	0	15155.52	

President-Elect report

Discussion during meeting:

- Planning committee for fall conference: idea to have Karen Harrington present at fall conference see Elementary report for further details. Anyone interested in seeing Karen present let Celia know.
- Oct 26 is the date set for fall conference.
- Discussion about break out session ideas

Past President's Report

Report: Members of the NHSCA Board are not needed to volunteer at Destination College this year. Apparently the response to the call for volunteers was amazing. However, if you would like to stop by and check out the program on Saturday, March 24th at Southern NH University between 8-2, you are welcome. The athletic center is the main area of the day, however workshops are held throughout the campus. Holly will be presenting a workshop in the morning and will represent NHSCA.

Thanks to all who volunteered to work, maybe we can help next year.

VP REPORTS

Elementary

Report from Elementary Level VP- Celia Slason

Celia plans to attend the MASCA conference in Danvers (Tues., 5/1) Karen Harrington has offered to meet with us that day. Celia has sent her a list of our potential topics and she has sent advice to us after our conference planning committee meeting in Feb.

Here is an important part of her advice: "only partly true" (that the data piece is very different by level) ...

Topics that could be addressed are:

- Why the profession is moving to evidence based practice
- Knowing the steps for data based decision making
- Understanding how to evaluate the results of an intervention or the SC programs
- Knowing how to demonstrate those results to a wide variety of stakeholders

"All these theories, models and frameworks are essentially the same whether a school counselor is working at the elementary, middle or HS"

Her titles for the MASCA event :

- Program Evaluation: Knowing We Make a Difference- 1hour 20 min.
- Using Early Warning Indicators To Reduce Dropouts-- 2hour

Celia will bring to the meeting what she has sent to Karen. When we meet with her we can finalize?

At this time she is not feeling the need to break out into levels. But perhaps the end of the day can be saved for level sharing?

submitted- Celia

Middle School

Report: Becky will report out the emails she received about any feedback from middle school counselors and possible topics they would like to explore.

Discussion during meeting: Email were sent out in January introducing Becky as Middle School VP. Responses with ideas for newsletter topics and requests for information were received. SCENE could be used to connect counselors from middle level to discuss topics and share information. Becky will touch base with Mitch about what to post on SCENE

High School

No report

Post Secondary

Report: Garry Gleckel and Susan are working on developing an orientation for school counselors who supervise interns (they are called cooperating professionals at KSC) that covers some of the key issues faced by the much appreciated Internship supervisors. When they are finished they can make the PowerPoint version available for the NHSCA website. We plan to get feedback on the draft at the cooperating professionals meeting in April. Garry G. shared the Plymouth version with Susan and she will see if he would like to share his as well.

One issue that came up at our Fall Cooperating Professionals meeting was the issue of state certification including K-12 rather than offering either elementary or secondary.

Robin has done a terrific job on the program which features Kelly Brigham-Steine, Project Director, Monadnock Voices for Prevention and an array of local therapists who are interested in collaborating with K-12 schools in the region. The meeting will be held April 10th 3-5 in the Student Center at KSC. Please contact Robin or Susan if you are interested in attending. Susan would like to find out about what the process for sending email invitations for regional meetings.

The School Counselor Research Project on Mindfulness in Schools is having an article published about our work (which was generously supported by NHSCA) in the online journal mindful. We will let you know when it is officially out.

Susan has been working on better understanding the nature of the Educational Reform movement in our country. There are huge implications for the future of public schools. Please contact Susan if you would like to more information or resources on this topic.

Discussions during meeting: See Susan for further information about the controversy regarding effects of charter schools on public school system.

Discussion on whether certification should be K-12 or K-8 and 9-12 in NH. Questions arose from the discussion were: about differences in college programs and how to provide deeper knowledge to students, as well as, being prepared for each level, economy, professional development, and on the job training.

How does NHSCA help people gain professional development? Idea to have a separate (extra) day during fall conference to train new professionals.

REGIONAL CHAIR UPDATES

Seacoast

No report

Greater North Woods

Report: While we have not met formally and regionally under the auspices of NHSCA, North Country Education Services (Gorham, NH) has recently hosted a number of workshops for School Counselors that have been attended by many school counseling colleagues from both the White Mountains Region and the Great North Woods Region. Topics have included self-reflection on how our own experiences and background affect our counseling philosophy, as well as successful transitions into middle and high school. Adrienne is still hoping to pull together a regional workshop serving members from both the White Mountains Region and the Great North Woods Region, and White Mountains Community College in Berlin has graciously offered to host whatever we plan. Regional meeting topics and speakers collaboration between greater North Woods and White Mountain

Monadnock

Report: The regional spring conference will take place on April 10 at Keene State College. (3 - 5 p.m.) Kelly Steiner, Director of the Monadnock Prevention Coalition, will speak to our group about the work of the coalition and share information about a multi-year federal prevention grant received by her organization. We are inviting Monadnock area mental health providers to join us at this meeting, which will include time for conversation and networking among school counselors and community-based therapists and other mental health services providers from the greater Monadnock region.

Lakes Region

Report: Unfortunately Stephanie is unable to maintain two board positions at this time and has resigned from the representative position. There will not be a spring meeting for the lakes region this year. Stephanie hope in the near future there will be another NHSCA member that would be willing to take on this role.

White Mountains

Discussion during meeting: White Mountain will work with Greater North Woods. Desire to reach K-12 levels for a training: looking at mental health issues as a possible topic. White mountain community college willing to host. Possible spring meeting

Capital - vacant

Dartmouth/Sunapee - vacant

Merrimack – Nomination for this position: Amy Muscott

Motion: Lynn Second: Mitch **Accepted**

COMMITTEE CHAIR UPDATES

Nominations and Elections

President elect nominee needs to be posted in next newsletter

Technology

Report: Lynn Merlone, Kathleen Hoppa, Amy Muscott, and Mitch Taranow met and began to develop a 'counselor toolbox' of resources to be posted on the website. It should be posted shortly. See Kathleen if you have ideas or requests.

Discussion forums have been added to the main site (the part that is driven by Wildapricot). They are visible to people based on membership status. For example, paid members will see links to regional and general discussions, whereas board members will see an additional link for a private board member forum. Major benefits to using the main site to host NHSCA SCENE include:

Members will only need to log in once to use all web features. All features, including event sign-ups, rsvp messages, financial transactions, etc, are in one place and managed through our membership database.

Membership levels are checked automatically at login time, and prospects and expired members can be automatically be prompted to join/renew online as part of the login process

We have better control of access privileges because access levels are controlled by our membership database in real time.

A savings of at least \$600 per year will be realized by cancelling our subscription to Groupsites

We see 2 drawbacks so far compared to the SCENE as driven by Groupsites.

Email notifications of forum postings is an opt-in process, and there is a concern that people who post to a forum will assume they are already subscribed to be notified of postings. We hope to address this by adding clear instructions to each forum and to Kathy request a new opt-out feature be added to a future release.

People need to send files they want to post to an administrator, because only administrators can upload files. This should be OK at current participation rates (we are confident can upload within 24 to 48 hours) and are looking into file sharing capabilities through Earthlink and other services we already have.

Board members are encouraged to try out the site. Do not click on the SCENE link, as that would take you to the old Groupsites area. If the board agrees, we can archive the old forums and post them as PDF's in the new area, and remove the link to Groupsites.

Question about what information on the SCENE should be shared with non-members

Public Relations

Report: The public relations "committee" (Kathy and Amy Jo Muscott) have been busy brainstorming ideas to increase NHSCA's presence for our stakeholders. They are adding a resource section to our website that will include an array of articles, pdfs, websites, and forms, etc., that are grouped into the four components of the ASCA model. The resource section, or "toolbox," will potentially increase the traffic on our site and expand our visibility. We hope to eventually add sections will for parents, school administrators and other groups sometime in the future. Amy and Kathy met with Lynn and Mitch last week to refine these ideas and delineate responsibilities moving forward.

Amy and Kathy have also been updating the statewide press contact list including names, addresses and phone numbers. If anyone hears of potential newsworthy events, anecdotes, or stories, please don't hesitate to contact one of us.

By-laws/Policies- Adopt or amend proposed policies

Motion to accept policies: Stephanie, Second: Kathy **Accepted**

Ethics

Discussion during meeting: Susan will be our connection for ethical needs under post secondary VP but we will no longer need a specific chair for this position because ethics is now a ad-hoc committees under the new policies

Professional Recognition

Report: The School Counselors of the Year have been selected. Michelle Farrar of Fremont School was our middle school winner. She was given her plaque at an assembly at her school on March 12th. Thank you to Kathy Hoppa for your Melinda assistance with taking photos, helping to organize the surprise, and getting her flowers. Lorna Watkins Barth was given her award as High School Counselor of the Year on March 15th. Thank you to Moira from Melinda NHHEAF, and Becky Russell for presenting her with her plaque. Bill Hughen and I will be presenting the final award to the Elementary School Counselor of the Year on March 29th. Winners will be posted on the Website by May 1st after all of the recipients have gotten their awards.

Each winner will also be entered to be a nominee for ASCA's national School Counselor of the Year award. If they choose to pursue this award, they will then submit the required documentation for eligibility to ASCA.

The "Ed"ies awards will be held on June 2nd at the Center of New Hampshire. Each winner will also be recognized at the "Ed"ies as well as the assembly at their own school. Each of the winners and one or two guests may sit at our NHSCA table and each school will be offered the opportunity to purchase their own table. When I know how many seats we will have available for the awards ceremony, I will put out the invitation to board members that would like to attend the "Ed"ies. At this point, if all of the winners choose to sit at the NHSCA table with one guest that would leave us 4 seats for board members.

As I will not be on the board next school year, I would like to submit that Professional Recognition be an actual committee next year. This has been very busy and time consuming for one person working full time. I plan to purchase a zip drive and save all of the forms and letters electronically so that the next person can just pull them up on the computer and make the necessary changes.

Melinda asked what could be done to honor the Counselor of the Year nominees.

Decision was made to have letters sent to the superintendents of the nominees recognizing them for their excellence. Lynn will contact Melinda regarding this decision.

Newsletter

The next deadline for articles is April 15. Thank you for writing articles for the newsletter.

Advocacy

no report

Fall conference

committee working on next year

Scholarship

no report

LIAISONS

Guidance Director's Liaison

Discussion during meeting: Guidance Directors last meeting will be in May at the DOE: topic: social media presentation. Colleen DesRuisseaux from Bow HS will be the president of Guidance Directors Association for next year as well as serving as NHSCA Guidance Director Liaison. NHCUC has been discussing with Guidance Directors how to increase the number of counselors that go through college tours. Anyone is welcome to join a Guidance Director meeting.

Department of Education Liaison

no report

Student Intern Liaison

no report

Dinner Break

Old Business

- We will not be having a spring conference. The topic discussed will be more appropriate for the fall conference

New Business

- Discussion on how to recruit new board members, need to find the right person fill the treasurer position
- Information about College Project for first generation college bound HS students was shared. Pilot program starting: HS Sophomore students going to Keene to experience college, then mentors from college will work with them. Sponsors: Keene NHHEAF, NHCUC, and the College and University Counsel

Adjournment 6:30

Next meeting May 11 at the Common Man 4:00 meeting 6:00 Dinner