

NHSCA Summer Board Meeting Minutes
NHTI Grappone Hall
Trulson Conference Room
Concord, NH
August 7, 2014 10:00am-2:00pm

Board Business: 10:00am-12:00pm

1.) Call to Order

- Welcome and Introductions
- Approval of Agenda (revised 8/6/2014)
 - Changes to Agenda:
 - New business/board minutes
 - Ratios and advocacy for school counselor positions in state
 - Connecting with nurses, school psychologists, state commissioners
 - STEM team DOE- school counselor representative on team
 - 2015 Fall Conference committees

Need to vote on (Hold voting until quorum- need 11)

- Vacancies- Scholarship Chair- Stephanie sent in resignation. Need to fill this vacancy because scholarship applications are due 12/31/14.
- Approval for website professional recognition- school counselor of the year.

2.) Meeting Ground Rules (from NHSCA Governing Policies)

- Board member expectations: attend board meetings, submit reports online in advance, write an article for 3 out of the 4 issues, mentor incoming board members, contribute in a positive manner.
- Goal: Working for our membership
- Working toward an end result and end goal
- Making a commitment to having consensus- one vision and one voice to represent board
- Disputes resolved directly, person to person as opposed to trying to go through other people.
- Goal: to maintain the viability of the association
- Vision is “.... advocacy, leadership, collaboration, and systemic change” and empowers professional school counselors with the knowledge, skills, linkages, and resources to promote student success...”

3.) Secretary’s Report: Kathleen McDonald

- The May board meeting minutes will be approved at the next board meeting.
- Kathleen filled in for the former 13-14 NHSCA secretary at the May Board Meeting. Meeting notes will be posted in summary form and meeting attendees will have the ability to edit and add to notes prior to approval.

4.) Treasurer's Report: Jonathan Cheney

- Approval of Treasurer's report (hold off until quorum)
- Taxes completed
- Balance \$10,000-\$11,000, should not carry over more than \$8,000 year to year.
- Discussion: Past president to attend ASCA conference to bring down revenue
- Discussion: Scholarships for graduate students to go to ASCA conference to bring down revenue.

5.) Administrative Assistant Report: Sharon Nix

- Sharon is updating the directory for 2014-2015 school year and calling schools for new directory updates.
- Newsletter:
 - Advertisements: 5 ads for the next 4 issues have been booked
 - Article submissions: Submit next article by 8/15/14 by 6:00pm. The sooner articles are submitted to Sharon, the better.

6.) President's Report: Charles Langille

Review of 2014-2015 proposed calendar

- RAMP Camp-
 - Tentative board meeting after Ramp Camp (9/22/14).
 - RAMP is a ASCA model program. Schools collect certain data to show that the school counselor program is aligned with the ASCA model. Recognized schools are invited to ASCA conference and reception. RAMP camp teaches you to look at data and use it in a way that influences what you are doing in your role.
 - RAMP Camp: All day training. \$99.00 fee for camp.
- Online Board Meetings-
 - Proposed two online board meetings
 - 11/14/14 (Friday before fall conference) switched to Thursday 11/13/14 @ 7:00pm. This will be an opportunity to check in before the fall conference.
 - 1/26/14 @ 7:00pm. This meeting will take place just before newsletter article is due.
- Board meeting times changed from 4:15pm to 4:30pm to allow for travel

2014 LDI

- LDI- NH doing a great job
- Approximately 15 NH representatives at LDI conference
- Most things to be covered under new business

2014 ASCA Conference

"There's no right or wrong answer, no ending, no real beginning"

"The why of our board is _____"

- To be part of a larger something compared to just your work in your school.
- To determine what can be possible for school counselors in schools.
- Leadership and direction for all school counselors.
- Advocacy and resource for all NH school counselors
- Communicate our vision and message to other people
- Connecting the people to the communication
- Advocating on the state level, consciousness raising
- Resources and opportunities for people to do their jobs better
- “School counselor for the school counselor”- support, resources, guidance
- Educate the public about school counseling
- To leave feeling inspired or hearing something new

“I am an educator that counsels or I am a counselor that works in a school”

- How is a school counselor different from the private therapists who work in a school?
 - A school counselor is part of the faculty and staff, knows all the students
- School counselors teach in the classrooms
- Thoughts on what brought me to school counseling: to help kids, to educate kids
- A lot depends on what your training and background is
- Educator is a broad term and can mean something different to everybody
 - Society often correlates educator with teacher
- In some states you have to teach for three years before you become a school counselor.
- This can depend on your “principal” and “principles”
- School counselor, seen as more of an educator (the word school) vs. guidance counselor more of a counselor (more counseling).
- Post on board forum or ASCA scene to see how everyone is feeling in the state and how we best support them.

Michelle Obama’s Speech

- Teacher of the year and school counselor of the year
- Encourage to watch speech- posted on NHSCA website

Richard M. DeVos- Owner Orlando Magic:

- Thoughts on leadership: shared vision, admit when you make a mistake, move forward, how to deliver a shared vision
- Follow pattern for our group this year

Breakout session- Profiling vs. Being Preventative:

- (Name of speaker?)
- Enroll in her email system, if there is a school shooting anywhere in the country that your students are aware of you will immediately be sent resources and tips to prevent further trauma to your students.
- Anything that you use must be used in its entirety.

Goals for the Year:

- Lead the charge for school counselors into the next decade by defining who we are. What is a school counselor? What is the role?
- Be ready to offer support during times of crisis. If something were to happen in NH how could NHSCA respond to that?
- How can NH be recognized nationally for the greatness of our organization?
 - What are some best practices/templates that we can share with others?
- Greater online presence. Check out NHSCA website and send Lynn and Mitch your comments.
- Build friendship and camaraderie on the NHSCA board.

7.) President Elect Report: Annette Blake

- LDI- Great leadership tools
- NHSCA Membership- how do we promote membership?
 - Membership welcome packet
 - Charles will put out an email for people interested in membership packet committee
 - Approximately 450 members in NH
 - Possible Facebook page for membership
 - 501 non-profit- gmail account for nonprofit status- board would have gmail account.
 - Board Buddies- NHSCA board member mentor new school counselors- offer to principals for new school counselors in the building.

8.) Past President's Report: Celia Slason

- *"NH Educator Effectiveness Support and Evaluation- Specialist Subcommittee:* Last meeting was June 12th. The committee reviewed the survey questions that will be sent out to *all* school counselors in NH. This survey will be about 15 questions (which I can share with the board). The survey will also go to all school psychologists, school nurses, librarians and media specialists. The survey asks such questions such as; "who is responsible for your evaluation?" and "how often are you currently evaluated?". There will be a mechanism to sort out the survey responses for only school counselors. There will be some interesting data as a result. We should be able to publish the results at some point. The next meeting will be Sept. 11th at the DOE. We need to discuss as a board how to provide professional development for the evaluation procedures in the state especially the "student learning objectives" and other accountability portions, that is the evaluation portion not covered through the Danielson rubrics. I plan to write an article for the newsletter about the evaluation procedures for school counselors."
- *Conference planning:* "Consulting and working with our keynote speaker, Kevin Creeden. He will be presenting on interventions for students impacted by trauma and adverse life experience with a neuro-developmental perspective. The keynote will start with a review of trauma/attachment injury and brain development. After the break he will

focus on a developmental approach to the interventions. He has also agreed to an afternoon breakout to speak on whole school/classroom universal approaches that are sensitive to the needs of individuals with trauma backgrounds. Grappone Center has been paid the deposit for Monday, Nov. 15. I will send Kevin a MOU as a contract. I will bring that to the board meeting for approval.”

- Once the new ASCA Student standards are published these should be put in the attendee folders. We will be looking for sponsors for folders, table gifts, lanyards (hopefully NHHEAF again!)
- All NH school counselors, not just NHSCA members, will get a survey with 15 questions about evaluations.
 - How often are you evaluated?
 - Are you evaluated?

9.) VP Reports

- Elementary: Rebecca Russell (absent- report online)
- Middle School: Adrienne Backer (absent- report online)
- Secondary: Tim McClelland
 - Survey for counselors in the state of NH to obtain information
 - Link to a google doc. - everyone can access/edit survey
 - Sample questions:
 - How are you using technology? Facebook/Twitter?
 - How are counselors being evaluated?
 - What type of support can NHSCA provide you?
 - STEM- what is your district doing?

Post Secondary: Garry Gleckel and Paula Stewart (absent and no report at this time)

10.) Regional Chair Updates:

Seacoast: Vacant

- Need support filling role
- Spring conference setup

Northwoods: Carrie Glover

- “Carrie Glover is excited to join the Board as the Chair for our region. She will likely work collaboratively with Paula Frank who chairs the White Mt. Region in planning one or two regional gatherings during the upcoming school year. Additionally, North Country Education Services (based in Gorham, NH) may be looking into working collaboratively with North Country school counselors in providing resources and opportunities for supervision. We'll keep you posted....”
 - Submitted, Adrienne Backer (also on behalf of Carrie Glover)

Greater Monadnock: Robin Gregg

- Report posted online

Lakes: Wendy Hamill

White Mountains: Paula Frank

Capital: Vacant

Dartmouth/Sunapee: Jackie Creed

- “As I start the school year, I will send an email to all school counselors in the Dartmouth/Sunapee region introducing myself and asking for feedback on areas of need or interest. The region is new to me and I will be very interested in hearing from fellow counselors. Also, I plan on hosting a regional meeting at some point during the school year; I will keep the board updated on topics and date. Thank you and see you at the next meeting.”

Merrimack: Amy Jo Muscott

- “On May 14, 2014 the Merrimack Region of NHSCA collaborated with the CHIP Mental Health Workgroup to provide a roundtable event for mental health providers and school staff working with families and managing mental health issues. Hosted by the Greater Nashua Mental Health Center, the event was also videotaped by the City of Nashua ETV (channel 99) Twenty eight people attended, and 16 completed evaluations which indicated the meeting location, organization, and content contributed to a better understanding of how mental health professionals from different organizations can work together. Based on feedback from the event, NHSCA and the Mental Health Workgroup is planning a second roundtable event on October 23, 2014 to focus on the topic of suicide prevention. Ann Duckless of NAMI NH, will be discussing an overview of the Connect Suicide Prevention/Intervention Training. Connect’s curriculum includes how to identify warning signs with a person at risk and how to work across systems to build a safety net incorporating counselors, nurses and mental health professionals in schools and the community at large.”

11. Committee Chair Updates

- Need for updated and accurate job descriptions or role descriptions
- Define: what is a liaison, what is a committee, what is a special committee
- Define: what is a standing committee vs. special committee vs. ad hoc committee
 - Need bullet points on what a person should be doing
- Merge two intern liaison positions- Betsy
- Vote on committees that we know are specialized in September
- Public relations: funneled through three presidents (past, present, elect) to go out as one voice
- Averaging a couple meetings a year with no quorum- difficult to keep on track
- What is the reason for someone to have voting responsibilities?
 - School counselors voting on school counseling issues
 - Possibility of administrative assistant voting- attends every meeting

- Electronic meetings- get additional people to attend
- What is the criteria to determine who needs to be present at meetings?

12.) Liaisons

NH School Counseling Director's Liaison: _____

- Smarter balance, impacts everybody. This is the direction where are we headed- not formally said we are testing in spring 2015
- PSAT/SAT high school- who orders them, who is budgeting?
- HS standards increase
 - Minimum standards approved 4 maths (approved June 2014)
 - What class will be effected?
- Counselor evaluations tied to student outcomes

Administrator Liaison: VACANT

DOE Liaison: Mariane Gfroerer

Student Intern Liaison: Betsy Oswalt

- How can the NHSCA board best use the student intern liaison as a resource?

NHHEAF Liaison: Karen Collins

Board Business: 12:15-2:00pm

13.) Old Business

- Graduate programs generating new graduates, where are the jobs?

Public Relations Role:

- Example, if NPR wants an article written who do we want it going through?
 - Coming from the president's position
 - Measured professional response
 - The term Public relations vs. Communications/Marketing
 - Media Liaison- Go through president
 - Media piece funnel through president or designee

Quorum obtained- voting:

Scholarship Role: Charles

- Motion- Mitch
- Second- Tim
- All in favor

Nominations for School Counselor of Year through ASCA tool:

- Motion- Tim
- Second- Cecilia
- All in favor

Approve agenda:

- Motion- Annette
- Second- Mitch
- All in favor

Approve calendar:

- Motion- Cecelia
- Second- Tim
- All in favor

September to review May board meeting minutes:

- Motion-
- Second- Kathleen
- All in favor

Approve treasurer's report:

- Motion- Tim
- Second- Mitch
- All in favor treasurer report

Old Business (continued):

Public Relations Role:

- Needs to be revised

Community College Representative on the Board:

- May want to add a community college rep on the board to increase
- Post secondary chair to reach out to Community Colleges
- Suggestion was made to have a panel from the community college attend one
- Our goal is to increase communications

CTE:

- Suggestion was made to have a CTE counselor rep on the board.
- How many CTE counselors are there?

Archiving records:

- •Bins are not necessary
- Jon and Annette will go through bins to review and clean out financial info.

- Save info from the last 7 years
- Tax info should be saved forever
- Charles and the members from Conant will go through the bins that pertain to the

President of NHSCA:

- Communication between the NHSCA board and the community colleges of our board meetings.

New Business:

- Ratio/Advocacy for counselor position in the state- discussion was had about
- Dept of education evaluation team will meet on Sept 11th developing a template of a job description for the school counselor. We need to promote the use of principal/counselor agreement. The board would like to connect with school nurses and school psychologist at least once a year to continue with developing evaluation for counselors. Attendance is encouraged

Online newsletter/Google Docs:

- Survey was discussed, Tim will send out.
- Board decided to continue with sending out a hard copy of our newsletter, but the directory will be available on-line.

STEM:

- Discussion was had about a school counselor being on the Governor's Task Force committee. Annette will check with Brian Blake to see if that is still possible or if it's too late to join.

501-C-3:

- Annette will call H&R block to see if NHSCA is registered as a 501-C-3. If

Emergency/Crisis Response:

- Board discussed developing a crisis plan. What will this look like? Discussion
- BHRT-Behavior Health Response Team was discussed.

Letter Writing Campaign during budget season ADP:

- To promote School Counselor's week, it was suggested to write to school principals prior to school counselor's week.

Trademark/Logo

- Discussion was had to redo the NHSCA LOGO. Sharon and Charles will recreate the logo so it is more readable on a big screen.