

**NHSCA Board Meeting
Trulson Room
NHTI
March 23, 2015 4:30-7:00
Secretary Report Minutes**

Governing Policy/By-Laws Discussion: 4:30-5:00 pm

Board Business: 5:00 - 7:00 pm

1. Call to Order

Welcome and Introductions

- New Liaison, NHASP, Audrey Willis

Approval of agenda

- First Motion- Robyn
- Second Motion- Mitch
- All in favor

2. Meeting Ground Rules

- One Vision and One Voice
- All reports were posted either through email or via NHSCA Board group
- Each report may be questioned or voted on for approval as needed

3. Secretary's Report: Kathleen McDonald

Approval of meeting minutes

- First Motion- Gary
- Second Motion- Mitch
- All in favor

4. Treasurer's Report: Jonathan Cheney

Approval of Treasurer's Report

- First Motion- Celia
- Second Motion- Kathleen
- All in favor

5. Administrative Assistant Report: Sharon Nix

- Newsletter went out and was posted online by Lynn
- Additional directories were brought to the meeting
- There are currently 441 members for NHSCA
 - Approximately the same number of members as last year
- The next NHSCA Newsletter will be published in May, 2015
 - Members should submit articles by April 15, 2015
 - Ballot will be included

6. President's Report: Charles Langille

- Status of the 2015-2016 Board
 - How many vacancies to start building a ballot
 - Rebecca Russell- Intends to withdraw from position as Elementary VP
 - Tim McClelland- Would like to return as VP
 - Jonathan Cheney- Would like to return as Treasurer
 - Gary Gleckel- Intends to not return as Post Secondary VP
 - Robyn Gregg- May pass on Regional Representative position for the Elementary VP position, open gathering more information.
 - past president up- Happy to serve in a capacity
 - Mitch Taranow- Would like to return as technology, and may consider running for Capital Area Representative.
 - Kathleen McDonald- Would like to return as Secretary
 - Tyler Seidenberg- Would like to return as Graduate Student Liaison
 - Alicia Langille- Would like to return as Scholarship Chair
 - Karen Collins- Plans to stay as a liaison from NHHEAF
 - Plan to elect governing board position for next year
 - Plan to appoint Liaisons for next year
 - Should liaisons be certified counselors?
 - Liaisons could potentially outnumber school counselors on the board.
 - Could certain liaisons be voting, and others non-voting?
 - Ability to vote based on whether a liaison is a certified school counselor or retired school counselor.
 - Could school counseling director fill administrator role?
- NH Legislature discussion
 - Advocate what school counselors should be doing
 - Encourage NHSCA membership to advocate and be proactive about upcoming legislation
- Appoint Audrey Willis as liaison to NHASP
 - First motion- Mitch
 - Second motion- Robyn
 - All in favor
 - Audrey's goal is to increase collaboration between school counselors and school psychologists
- Need to partner with administrators
- Community of Practice Invite
- NHHEAF Steering Committee invite

7. President-Elect report: Annette Blake

- Fall conference committee
 - October 16th
- Feedback from 2014 Fall Conference-
 - More breaks and more breakout sessions
- As a board we need to discuss our action with the SB246, which seeks to remove guidance counselors, librarians, principals, and assistant principals from the definition of "teacher" for the purpose of renomination and reelection. I know this has been tabled, but I think we should still take action. What would we like to do as a board?
- I recently received a nonprofit report notice that is due in December 2015. Not sure what to do with this, have we received this before?

8. Past President's Report: Celia Slason

- Create a sub committee for educator evaluation
 - Committee will review recommendations and templates for approaches for counselor evaluation
 - Typically school district picks the model- many districts choose Danielson
 - Up to districts to discuss how they want to do last 20% of evaluation
 - How are school counselor responsible for shared attribution for school progress?

9. VP reports

- Elementary: Rebecca Russell
 - No report at this time
- Middle School: Adrienne Backer
 - No report at this time
- Secondary: Tim McClelland
 - No report at this time
- Post- Secondary: Garry Gleckel/Paula Stewart
 - Keene State has hired a new faculty member, Caryn Haase, who will have responsibility in school counselor preparation.
 - Keene State students who attend conference and write essay receive graduate credit.
 - Some confusion about responsibility and compensation for board member who oversees this.
 - Charles has been responsible for this for the past two/three years
 - Current stipend is \$100, regardless of the number of students who participate.
 - Propose \$100 stipend, and an additional \$25 per student for candidates from Keene State program.

- Roles and responsibilities:
 - Meeting with interested students at conference
 - Preparing assignment
 - Being available for questions
 - Reading and grading the assignments
 - Posting grades

10. Regional Chair updates

- Seacoast: Marianne McDonough
 - We will be having our regional meeting this Tuesday, March 24th. A big thank you to Kyle Cote for her support and assistance in finalizing the plans for the meeting.
- Greater North Woods: Carrie Glover
 - The Northernmost towns of GNW school counselors (Groveton-Pittsburg) have been meeting once a month for collaboration/consultation/PD opportunities since December. Our last meeting for the school year will be May 13th.
 - The Great North Woods school counselors will get together with the White Mountains school counselors for our regional meeting in May.
- Greater Monadnock: Robin Gregg
 - Planning will begin very soon for the Spring meeting of the Greater Monadnock Region! To that end, a planning group will be organized, topic(s), date and location selected as soon as possible!
- Lakes: Wendy Hamill
 - No report at this time
- White Mountains: Paula Frank
 - No report at this time
- Capital: VACANT
- Dartmouth/Sunapee: Jackie Creed
 - No report at this time
- Merrimack: Amy Jo Muscott
 - No report at this time

11. Committee Chair Updates *Standing committees include: Advocacy, Finance, Graduate Student, Membership, Nominations and Elections, Professional Recognition, Public Relations, Scholarship, and Technology. Special Committee: By-Laws Committee. The past president (at time of review) acts as the chair. In addition, Ad Hoc committees may be formed as needed. (From Governing Policies)*

- Advocacy: Barbara Geiss
- Finance (Propose to move to special/ad-hoc)
- Graduate Student: Betsy Oswald-Absent. (Tyler Seidenberg-report from PSU)
 - 11th annual diversity institute at Plymouth State University
 - 1 day conference organized by students
- Discussion- Where did the NHSCA scholarship begin? Why did the board take this on? How did it get started?

- NHSCA sponsor NHHEAF scholarship for a high school student going on to college \$500. Make connections with colleagues around the state who are not already members.
- sponsorship/advertisements
- Membership: VACANT
- *Nominations and Elections (Propose to move to ad-hoc)*
- Professional Recognition: Kathy Hoppa
 - I am pleased to write that our first year with the ASCA-based School Counselor of The Year portal was a huge success. The portal provided us with a way to accept nominations, manage applications, and review candidates.
 - This year we had a total of 15 school counselors nominated. Eight of those counselors chose to pursue their nomination and submitted their resume, letters of recommendation, and answers to five essay questions.
 - The judging panel consisted of six counselors from around the state - two high school, two middle school and two elementary counselors (five of the judges are former SCOTY award winners!). They first reviewed each application online and gave each section a score and rank based on an ASCA-based rubric. Once the preliminary judging took place, we met in person to discuss the candidates. All eight nominations were very strong, and each excelled in the counseling profession in unique and compelling ways. The panel agreed that any of the eight candidates could have been a finalist. It was a difficult decision.
 - We are in the process of notifying the school and winner of the award, and will also be honoring that person at the Edies Awards on June 6. If you are interested in representing NHSCA at the Edies awards, please let me know.
- Public Relations: (Propose to change structure--leave vacant for now)
- Scholarship: Alicia Langille
- Technology: Mitch Taranow
- Social Media: Mitch and Tim
- By-laws: Celia, Annet, Charles, Alicia

12. Members At-Large

- Administrator Liaison: VACANT
- Department of Education Liaison: Mariane Gfroerer
- Newsletter: Robin Hogan
- NHSCA Liaison: Maureen O'Dea
- NHHEAF Liaison: Karen Collins
- Discussion- Welcome letter for new members
 - new counselor gift- pen with logo
 - limit on what we want to spend on welcome gift?
 - New to practice- school psychologists- professors, seasoned professional, consult about cases and politics, once a month meeting
 - Study groups after conferences- learned a lot of stuff, but how do you go back and implement it with fidelity

- New members receive welcome packet in mail
 - Email Annet with suggestions about what to put in letter
 - Share via Google Doc.

Board Business

13. Old Business

- Ad hoc Committee Reports
 - Membership/new members
 - Graduate student liaison or chair?
 - Started out as a liaison and transitioned into a chair, then went back to a liaison
 - Chair has a committee
 - Chair has voting privileges on the board
 - How do we connect more graduate students to NHSCA?
 - Board members go to graduate school programs to talk about NHSCA
 - This may help with chair position and membership
 - Social Media: Tim and Mitch
 - Governing Policy
 - Crisis Response: Kathleen and Mitch
 - By-laws
- Board member responsibilities
 - What if you are not fulfilling your responsibilities?
 - Do we want to add something about removal from office?
 - Update list of duties and expectations of a board member
 - Current language is too vague
 - Provide orientation for new board members
 - Look at your position statement and send suggestions to Charles. If there is not a position statement, write one and send it to Charles.

14. New business

- Budget for next year

15. Meeting Evaluation/Debriefing

16. Adjournment