



**Arkansas School Counselor Association  
Board Meeting Minutes 02/25/17**

10:00 a.m.  
Ida Burns Elementary  
1201 Donaghey Avenue  
Conway, AR 72034

<b>ArSCA Board &amp; Leadership:</b> denotes voting members * meeting attendee	*Angie Gill ArSCA President	*Lisa Riels ArSCA President Elect
	*Terri Callaway, ArSCA President Elect Elect & Conference Committee Co-Chair (2017)	*Tahnee Bowen ArSCA Past President
Cindy Cossey Elementary Vice President	*Heather Leavell Central Region President	*Donna Wilchie ArSCA Secretary & Hospitality
*Jennifer Lyle Middle/Jr. High Vice President	*Kim Liggett North Central Region President	*Susie Harvison ArSCA Treasurer & Professional Development
Ramona Hill Senior High Vice President	*Breta Dean Northeast Region President	Suzanne Knowles ADE Guidance Representative *Rodney Ford ADE Guidance Representative
*Pam Dixon Post-Secondary Vice President	Julia Coffman Northwest Region President	*Alicia Donner ArSCA Human Rights & Historian
*Regina Forehand, NorthCen VP *Vonda Reynolds, Coun Student	*Sandy Hollingsworth Southeast President	
	Fanny Neely Southwest President *Robin Sparks for Fanny Neely Past President	
Angie Gill & Chris Riggins Membership	Michelle Gerhardt & *Roger Palmer Public Policy & Legislation	*Susan Whatley & Chris Riggins ArSCA Public Relations & Advocacy and Social Media
Summer Conference:	Technology/Website:	Open Positions:
Terri Calloway	Robin Finley	Ethics
Allison Spraggins	Toni Thorn	Finance

Julia Coffman	Tawyna Shelton	Grant Writer
	Heather Barron	

- I. Call to Order - The Nov. 19<sup>th</sup> meeting was called to order by President Angie Gill with 19 present - 11 ArSCA voting members, 8 nonvoting. (Sign-in with attendees on file)
- II. Approval of Minutes - Previous Minutes from November were emailed out by Secretary Donna Wilchie and approved in a vote today. **Motion #1 to accept the minutes** by Lisa Riels, Sec VP and seconded by Breta Dean, NE President.
- III. Treasurer's Report: Susie Harvison, Office Manager - reports provided and questions about membership time July to July. We are still waiting for a member's check to be paid. Districts should not have to be contacted, it's the member's job. Discussion about a line on the membership form to state timeframe of membership. - **Motion #2** by Lisa Riels and seconded by Terri Calloway **to have regional checks for membership released October 15 and April 15** to be cashed/deposited into regional accounts. Discussion about Tahnee's credit card's fee each month. Kami Barkley's reimbursement requested for the DC trip. She was elected by the ArSCA Board to represent AR as the National COY. The board voted to pay for hotel and flight. ASCA would pay for flight and 2 nights stay in DC. Kami kept and saved all her receipts as told so the board could make the proper decision. The amount submitted 541.86 yet broken down for her items alone would be hotel & concessions \$182.61, travel \$32.85, \$50 baggage fee for 1 bag, and 3 meals \$35 per diem per day \$105 (total reimbursement \$370.46). **Motion #3 to pay for the accumulated fees for Kami Barkley of \$370.46 for National Counselor of the Year.** Motion by Kim Liggett and seconded by Lisa Riels. **Motion #4** by Kim Liggett and seconded by Heather Leavell to accept the treasure's report.
- IV. Regional Reports:
  - Northeast Region submitted a report (Breta Dean) - attached below
  - Southeast Region submitted a report (Sandy Hollingsworth) - attached below
  - Southwest Region submitted a report (Fanny Neely) - copy submitted
  - North Central Region submitted a report (Kim Liggett) - copy submitted
  - Motion #5 to accept the regional reports as read** motion by Heather Leavell and seconded by Lisa Riels.
    - Questions came up about Counselor of the Year. Send reminders in each region for nominees.
    - COY - Rotation each year of the committee in charge
    - 2015-2017 Elementary and Secondary VPs chair
    - 2016-2018 Middle and Post-Secondary VPs chair
- V. Legislative Updates - Michelle Gerhardt shared about the dinner on Feb. 6<sup>th</sup> in LR with Jeffrey Hall. There was a good turnout and a notice of a change in the direction of legislatures. At this time, there is nothing in the legislature that concerns school

counselors. There are some bills that are out now but nothing happening with it. The App – Lobby Up was shared by Roger Palmer.

“House Bill 1027: Prohibits superintendents and assistant superintendents from using any public funds to pay membership fees in any teacher’s or employee’s educational professional organization.”

- VI. Membership, Technology & Listserve Updates – Susie Harvison has about 530 members on record. Working on the membership of those paying now for the upcoming year. Concern came up about those who are not current members and pay in order to be added to the listserve. Membership could either expire in June or hold off membership and begin in July. A suggestion was shared for any memberships paid after Jan. 1<sup>st</sup> will have an effective membership starting July 1<sup>st</sup>. The listserve is for members only because organizations wanted to sell items and ask for membership information. Another suggestion was to allow the new member to be added to the listserve but membership will not start until July 1<sup>st</sup>. If the member does something unethical, ArSCA is responsible for that person’s action. Another issue is with POs. Harvison has one that has not been paid since November. A letter will be sent letting the counselor know that her listserve will be suspended until the payment is complete. **Motion #6 for any new members joining after Jan. 1<sup>st</sup>, membership begins July 1<sup>st</sup> and will the member will be added to the listserve for the remainder of the current membership year when the payment clears.** Motion submitted by Tahnee Bowen and seconded by Lisa Riels.

Membership for all members is July 1<sup>st</sup> to June 30<sup>th</sup>.

**Motion #7 Purchase orders issued as promised must be submitted within 60 days to prevent membership services of the listserve and member rates from being suspended. In addition, nonmember purchase orders must be paid in 60 days to prevent being dropped from registration.** Motion submitted by Tahnee Bowen and seconded by Breta Dean.

- VII. Website – Two websites are up for ArSCA at this time. Discussion to remove the old website and upload all the needed pictures and information from the old site to the new site. Tahnee is visiting with Andrew Litchford about making one site and everything being current.
- VIII. Conference – Terri Calloway has sent emails to vendors and presenters. Applications are being accepted. If you know of someone, feel free to share the information. Scanners have been reserved for the conference; the company also provides online registration. The fees will not be accepted through this site but payments would go to the treasurer. ArSCA would go through this site and click to allow the person to be registered. No additional fees for this service through this company. Discussion about a philanthropy project for this year. We need to publicize and get that out to the conference attendees. Possible tshirt designs have been shared. The branded logo will be placed on the shirts instead of the large print of “ArSCA” on the shirt. One shirt has a copyright and written permission has not been received yet; therefore, that one may

have to be altered. Other items may be added to the items to sell: hats, jackets, etc. Other items discussed: packets, printing, scanner, certificates, and technology. Donna Pinkston, Katie French, Andrea Vancil and Julia Coffman are interested people to help with conference and ArSCA duties.

IX. Old Business - none to discuss

X. New Business

Thank you card from Robin Finley thanking ArSCA for the plant sent in honor of her dad.

XI. Future Business

COY - applications and due dates for state winner (meeting to select the state winner)

Per diem rate to be determined for future representatives as well as the amount ArSCA will set to sponsor the COY to attend nationals.

Policy needs to be set for memberships not being paid by POs on time. (60 days after PO)

Updating the ArSCA Bylaws - Copies shared at the September meeting. Everyone asked to look over them again and send any updates needed to President Gill

Conference - ID numbers and online registration (Tahnee Bowen); discussion on where the donations will be sent to

New category at conference - Counselor Rookie of the Year recognized at conference, guidelines to be set

**Calendar for Meetings 10:00am-1:00pm**

April 1<sup>st</sup>, May 13<sup>th</sup> (this day may be changed), June 24<sup>th</sup> (mtg and LDI)

ASCA National Conference July 9-12, 2017 Denver, Colorado

ArSCA Conference July 19-21, 2017 Hot Springs (next two years of contract)

**Motion 8 - Meeting adjourned** by President Angie Gill at 1:45pm; motion by Heather Leavell and seconded by Tahnee Bowen.

Respectfully Submitted:

Donna Wilchie

ArSCA Secretary

02/25/2017

February 6, 2017

NE ArSCA Regional Report (submitted by Breta Dean via email)

**Northeast Region Board Members**

President	Breta Dean	<a href="mailto:breta.dean@gctsd.k12.ar.us">breta.dean@gctsd.k12.ar.us</a>
President Elect	Kami Barkley	<a href="mailto:kbarkley@bpsbearcats.com">kbarkley@bpsbearcats.com</a>
Past President	Laquetta Stewart	<a href="mailto:lstewart@paragouldschools.net">lstewart@paragouldschools.net</a>
Secretary	Pam Parkman	<a href="mailto:pparkman@msd3.org">pparkman@msd3.org</a>
Treasurer	Carol Crow	<a href="mailto:crowc2003@yahoo.com">crowc2003@yahoo.com</a>
Elementary Representatives	Katie French Linda Whiteside Vera Leath Tressa Davis	<a href="mailto:katie.french@hoxie.nesc.k12.ar.us">katie.french@hoxie.nesc.k12.ar.us</a> <a href="mailto:linda.whiteside@jonesboroschools.net">linda.whiteside@jonesboroschools.net</a> <a href="mailto:vera.leath@nettletonschoools.net">vera.leath@nettletonschoools.net</a> <a href="mailto:tdavis@bpsbearcats.com">tdavis@bpsbearcats.com</a>
Middle Representatives	Samantha Tilley	<a href="mailto:stilley@paragouldschools.net">stilley@paragouldschools.net</a>
Secondary Representatives	Jennifer Wren Temmeril Gilliam Andrea Vancil Brittany Clark	<a href="mailto:jwren@gosnellschool.net">jwren@gosnellschool.net</a> <a href="mailto:tgilliam@msd3.org">tgilliam@msd3.org</a> <a href="mailto:andrea.vancil@hoxie.nesc.k12.ar.us">andrea.vancil@hoxie.nesc.k12.ar.us</a> <a href="mailto:bclark@rector.k12.ar.us">bclark@rector.k12.ar.us</a>
PP & L and Crisis Chair	Phyllis Curtis	<a href="mailto:pcurtis@bay.k12.ar.us">pcurtis@bay.k12.ar.us</a>
Technology	Adam Rigney	<a href="mailto:arigney@bpsbearcats.com">arigney@bpsbearcats.com</a>
Membership	Amanda Etter	<a href="mailto:aetter@westsideschools.org">aetter@westsideschools.org</a>
Handbook and Bylaws	Alicia Donner	<a href="mailto:aliciadonner@live.com">aliciadonner@live.com</a>

The Northeast Region had a Christmas Party/Board Meeting on December 7<sup>th</sup> at Alicia Donner's house. We added some new members to our board and introduced them. We made a motion and it was approved that board members be dismissed from their duties for non-attendance of 3 meetings missed in a row. We discussed that ArSCA is gathering ideas/concerns for holding a Fall Conference. Regions will be responsible for assisting ArSCA on a rotational basis to hold these meetings within that region.

The date for the NEArSCA Summer Conference will be June 15, 2017 to be held at the National Guard Armory in Jonesboro. The National Guard will provide us with the place and will also feed everyone at the conference. Our Conference will include a 2 hour 504 session presented by Sharese Cross from the ADE, a 2 hour Child Maltreatment session presented by Lea Ann Vanaman-Stidham, Area 4 Supervisor with the Arkansas State Police Crimes Against Children's Division, a 1 hour Google document session presented by Samantha Tilley (one for elementary and one for secondary that we will alternate with the share sessions) and then share sessions for elementary and secondary will be 1 hour each. We discussed liking the Facebook pages. We are going to select our Counselor of the Year at our next meeting which will be March 14, 2017 at 5:30 at the San Francisco Bread Company in Jonesboro. We discussed coming up with ideas for our T-shirt design and possible door prizes and giveaways. We are looking into a planner of something we can put our logo on. We are also looking at selecting a new President elect starting July 1<sup>st</sup>. We have just updated our NE Board Handbook and are looking at our Bylaws that may need to be updated.

February 8, 2017

Southeast Region's Report (submitted by Sandy Hollingsworth via email)

The Southeast Region recently selected their Counselors of the Year. Formal recommendation letters were received for the seven nominees. A survey was sent out to region members to collect votes, and then a committee decision was made based on the region's votes and recommendation letters for each candidate. We are pleased to announce the recipients in the areas of Elementary, Middle School/Junior High, Secondary, and Post-Secondary. Lori Wilson from DeWitt Elementary School was chosen as the Elementary Counselor of the Year; Stacy Noechel from Cabot Middle School North was granted the title of Middle School/Junior High Counselor of the Year; Secondary Counselor of the Year was awarded to Karen Talent from Woodlawn High School, and Lisa Riels from UAM College of Technology in Crossett, was the recipient for the region's Post-Secondary Counselor of the Year. Congratulations to all of these wonderful counselors who have a passion for their students and professions!

Several contacts have been made to try to obtain a copy of the region's by laws, but there has been no luck in locating a previous copy from when they were updated in 2006. There was some discussion between some of the bylaws committee members to try to get a copy of another region's by laws and meet to come up with our own.

A list of Southeast Region members was recently received from ArSCA. Sixty-two members were on the list, and we need to build this back up. A post to the list serve was made to encourage counselors to join or renew their memberships . Hopefully, membership will be on the increase as conference time approaches.

Summer Conference is right around the corner! Southeast Region folks, we hope to see you there!