



**Arkansas School Counselor Association
Board Meeting Minutes 11/11/17**

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

ArSCA Board & Leadership: denotes voting members (13) *meeting attendee	*Terri Callaway ArSCA President	ArSCA President Elect
2 votes by phone; 8 in person	*Laquetta Stewart, ArSCA President Elect Elect	Angie Gill ArSCA Past President
*Allison Spraggins Elementary Vice President	*Christy English Central Region President	*Donna Wilchie ArSCA Secretary & Hospitality
Jennifer Lyle Middle/Jr. High Vice President via phone	Regina Forehand North Central Region President *Lisa Rich	*Susie Harvison ArSCA Treasurer & Professional Development
Scott Sasser Secondary Vice President	Kami Barkley Northeast Region President *Samantha Tilley, NE Pres Elect	Suzanne Knowles ADE Guidance Representative Rodney Ford ADE Guidance Representative
*Pam Dixon Post-Secondary Vice President	*Kim Smith Northwest Region President	*Alicia Donner ArSCA Human Rights & Historian
	Megan Boyce Southeast President via phone	
	Fanny Neely Southwest President	
Lisa Riels & 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:	Heather Leavell , Ethics
Terri Callaway	Robin Finley	Past President & Treasurer , Finance
Allison Spraggins	Toni Thorn	David Christian , Research
	Tawyna Shelton	*Christopher Trombly Grant Writer
	Heather Barron *Tahnee Bowen	

ArSCA Board Meeting Agenda 11/11/17

- I. Call to Order - The November 11th meeting was called to order by President Terri Calloway with 16 present (2 via phone) - 10 ArSCA voting members (2 via phone), 6 nonvoting. (Sign-in with attendees on file) President Calloway introduced Dr. Christopher Trombly as our appointed Grant Writer position.

- II. Approval of Minutes - Shared by Secretary Donna Wilchie - **Motion#1** Pam Dixon, Seconded by Christy English (all in favor)
 - a. August 19, 2017 minutes
 - b. September 16, 2017 Update from LDI - informational

- III. Reports of Officers and Committee
 - a. Regional President Reports
 - Central Christy English - report shared/attached - held meeting at UCA Nov. 2nd "School Counselor Strong: Empowering Students One Mind at a Time". There were 28 attendees receiving 6 PD hours. President Christy English also co-presented at AEA the ethical issues facing school counselors. Lawyer Clayton Blackstock with her and would speak if we need him in the future (school counselors improving the schools).

 - North Central Regina Forehand (Lisa Rich attending today) - Heather Thornton is now the NC Secretary. The fall meeting is planned for Dec. 8th in Batesville with 26 registered to attend. Kathy Bryan will present on Human Trafficking as well as other presenters.

 - Northeast Kami Barkley - NE does not have a fall regional conference; just summer. The board has met and started with ideas for the summer conference. NE is also working on membership for NE Region. That is the main focus this year. Next board meeting is Dec. 12th.

 - Northwest Kim Smith - shared about the regional fall meeting. Great speaker Todd Parker (Parker Development) and Jason from Rogers (LGBT counselor) \$1600 and lesson learned because those who received certificates were not in attendance in the afternoon. Now focusing on membership and getting the region involved in something in the spring.
 - NW Region shared speaker information:
 - Jason LeCompte, LAC
 - Theravive
 - LGBT Counseling
 - (479) 310-6850

Todd Parker (501) 310-1719
Parker Education & Development
Parkereducator@gmail.com

Topics: working with the unmotivated child, relationships between teacher/student, counseling teachers, poverty

Southeast Megan Boyce – SE Fall meeting will be Wednesday, November 15, 2017 from 9-4 at the Arkansas River Educational Service Cooperative. A variety of guest speakers will present, as well as work on updating bylaws and electing new officers. As President, Megan has been reaching out to counselors in the region that are not members of ArSCA and trying to build up our regional and state organization.

Southwest Fanny Neely – emailed information; meeting Feb. 2nd at Benton Professional Development Center

b. Bylaws Committee

Bylaws Committee- Alicia Donner shared

Met at LDI (12-3:30) and started work, intensive work day set up for Oct. 21st all day (9-4); another session today after board mtg 1-5pm

Due to the work needed, it is taking a little longer to work through the bylaws.

c. Conference committee

Conference work underway and the committee checking into keynote speakers and their availability. (Scarlet Lewis – Sandy Hook mom, Vera Jones – star athlete and sports commentator, Dave Davlin, and a military person Project22). Call out next week going out for presenters. The evaluation shared valuable information to make conference even better; possibly adding objectives to the presenter form. Conference registration can be completed via Conference Tracker (no payments). We need to decide if we incorporate this into registration. Since we require so much on our registration, it may not work due to the limitations of Conference Tracker. Due to these limits, that is our reason to continue what we do. The committee is starting to meet with convention center set up.

d. Counselor of the Year VP's Committee

Post-Secondary VP Pam Dixon shared about the timeline the committee created at LDI. It explains when nominations are completed and when they are due. Discussion had about the form and its requirements. Does the packet need to be submitted to the board by March 1st or does it need to be completed before then? It all depends on the

region's bylaws and the nominee accepting in order to fill out the packet. The committee will review the varied ways of completing this and may update the packet date and timeline. We can clarify with a follow up email to the administrator list serve that we can connect them with the regional president to submit the packet.
For the future - look at the dates and timeline

e. Vice President Reports - none shared

f. ADE - not able to attend; Past President Tahnee Bowen shared partnership and her work with Jimmy Blevins and Hope Allen.

g. Any additional committee reports - none shared

IV. Financial Report - Documents were shared by Treasurer Susie Harvison. Questions proposed to board - SE Region check missing and never cashed #1438 \$70 for their last payment for last year. The check is old and never deposited. **Motion #2** by Laquietta Stewart motioned a stop payment fee will be incurred and the region will be reimbursed minus the fee; seconded by Kim Smith. (all in favor)
Susie Harvison shared how our site can accept payments. The system will need to be upgrade, protected and usable and cost about \$3,700.
Motion #3 by Samantha Tilley to accept the Financial Report and seconded by Laquietta Stewart. (all in favor)
Suggested to share this information with Robin Finley, Technology to determine if this can all this be accessed by the tech team and who has access? Since she is the listserv administrator, this needs to be tabled until our next meeting and discussion with Robin Finley.

V. Old Business

a. Arkansas Counselor of Year Invitation to Washington - An email was shared by ASCA that state winners for this year will be reimbursed flight expense up to \$500 and 2 nights lodging. **Motion #6** by Laquietta Stewart and seconded by Allison Spraggins - ArSCA will pay for the state winner's flight expense (of which ASCA will reimburse ArSCA), ArSCA will pay the state winner's lodging for one night if required, reimburse \$69 Washington D.C. per diem rate up to 3 days, two luggage fees (one going and one returning), and hotel shuttle (to and from airport). (all in favor)

VI. New Business

a. Proposed Budgets for 2017-2018 - Review of budget: change ArCA LDI/Fall Conf to "Sub-Committee Expenditures", move the Crisis Response \$100 to Misc Emergency

Motion #4 by Kim Smith to accept the proposed budget for 2017-18 with the changes shared; seconded by Christy English. (all in favor)

Motion #5 by Laquietta Stewart to raise the Sub-Committee Expenditures to \$1000; seconded by Samantha Tilley.

- b. PO Box rental – keep the box we have to not have to make address changes
 - c. Conference Fees – Discussion to raise cancellation fees; now cancel \$35 on a \$200 registration fee. Cost spent on each attendee is more than \$35 (tshirts avg \$10, meals avg \$35, items, etc)
Discussion for ArSCA board making decision of refund of remainder of conf fee minus cancelation \$35(up to two weeks prior to conference)
 - d. Website updating – Proposal from Andrew Litchford (tabled until ArSCA can get feedback from Robin Finley)
 - e. Newsletter from ASCA – ASCA asking for membership email list to send out directly to membership – information being posted to the listserv and posted on our website the benefits of joining ArSCA (ASCA’s newsletter posted on the website)
- Motion #7** by Allison Spraggins and seconded by Laquietta Stewart to not give out our email list to protect our members. (all in favor)
- f. Additional business – none shared

Notes to consider for future:

Bylaws/Handbook Committee – look at expenses incurred if checks cancelled to be the responsibility of the member, not ArSCA

President’s Retreat needs to take place prior to LDI each year.

VII. **Meeting adjourned** by President Terri Callaway at 1:48pm. **Motion #8** by Pam Dixon and seconded by Allison Spraggins.

Future Meetings 10am-1pm

Jan. 20th ZOOM Web Meeting

March 3rd Ida Burns Elementary

May 5th ZOOM Web Meeting

Lunch and mileage will be provided when meeting in person at Ida Burns Elementary

ArSCA Conference July 9-11, 2018 Hot Springs (next two years of contract 2018/2019)

Theme: TEAM ArSCA

ASCA National Conference July 14-17, 2018 Los Angeles, CA

ASCA National Conference June 29-July 2, 2019 Boston, MA

ArSCA Conference July 8-10, 2019 Hot Springs, AR

ASCA National Conference June 27-June 30, 2020 Seattle, WA

Respectfully Submitted:

Donna Wilchie

ArSCA Secretary

Date: November 11, 2017