



Arkansas School Counselor Association

ArSCA Board Meeting

Minutes 03/14/20

9:00am-1:00pm

ZOOM Online

Attendance (voting members in BOLD) <input checked="" type="checkbox"/> present	
<input checked="" type="checkbox"/> Laquetta Stewart ArSCA President	<input checked="" type="checkbox"/> AMichelle Williams Central Region President
<input checked="" type="checkbox"/> Allison Spraggins , ArSCA President Elect	<input checked="" type="checkbox"/> Lisa Rich , North Central Region President
<input checked="" type="checkbox"/> Terri Callaway , ArSCA Past President	<input checked="" type="checkbox"/> Samantha Tilley , Northeast Region President
<input checked="" type="checkbox"/> Kelli Dockery , Elementary Vice President (even year)	<input checked="" type="checkbox"/> Tina Wrobel , Northwest Region President
<input checked="" type="checkbox"/> Carrie Johnston , Middle/Jr. High Vice President (odd year)	<input checked="" type="checkbox"/> Ashley Hawkins , Southeast President
<input checked="" type="checkbox"/> Kim Smith , Secondary Vice President (even year)	<input checked="" type="checkbox"/> Pasley Butler, Southwest President (Robin Sparks)
<input checked="" type="checkbox"/> Dr. David Christian , Post-Secondary Vice President (odd year)	
<input checked="" type="checkbox"/> Suzanne Knowles, ADE Guidance Representative	<input checked="" type="checkbox"/> Susie Harvison, ArSCA Treasurer & Professional Development
<input checked="" type="checkbox"/> Rodney Ford, ADE Guidance Representative	<input checked="" type="checkbox"/> Donna Wilchie, ArSCA Secretary & Hospitality
Samantha Tilley, Summer Conference Co-Chair	<input checked="" type="checkbox"/> Alicia Donner, ArSCA Human Rights & Historian
Finance: Past President & Treasurer	<input checked="" type="checkbox"/> Susan Whatley, ArSCA Public Relations & Advocacy and Social Media
<input checked="" type="checkbox"/> Debbie Drake, Critical Incident & Crisis Response	<input checked="" type="checkbox"/> Chris Hicks, Board Member
Valerie Couture, Research	Michelle Gerhardt, Public Policy & Legislation
<input checked="" type="checkbox"/> Pamela Parkman, Grant Writer Robin Sparks, Grant Writer	Heather Leavell, Ethics
<input checked="" type="checkbox"/> Technology/Website: Robin Finley Tahnee Bowen Heather Barron Rhonda Jones Becky Lowery Manesseh Moore Megan Reese Tawyna Shelton	Additional Attendees: <input checked="" type="checkbox"/> Michaela Robinson, School Counselor Intern <input checked="" type="checkbox"/> Lataaka Harvey, School Counselor Intern



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Meeting Call to Order – 9:05am by President Laquietta Stewart

- I. Roll Call/Verify that all regions are represented (**25 attendees** – 13 voting member, 10 nonvoting, 2 counselor interns)
- II. Approval of Minutes
 - a. January 11, 2020 Zoom meeting – **Motion #1** by Kim Smith and seconded by Allison Spraggins to accept the minutes. (all in favor)
- III. Financial Report
 - a. Susie will share another update on working with ASCA accounting services - Susie Harvison shared that ThuyTruc “Twee” Nguyen (Senior Manager with SCL Consulting) works for an accounting consulting firm through ASCA) is working with her on the paperwork weekly. There are about 200 registrants with many paying by check. The credit card in process of linking to the ArSCA bank account; about \$2500 in holding because they are checking to assure ArSCA is an organization. **Motion #2** by Samantha Tilley and seconded by Tina Wrobel to accept the treasurer report. (all in favor)
Susie mentioned the Oklahoma school counselor board wants to learn how to set up a board. Suzie is sending that information to ArSCA to share how to help them. Laquietta shared they reached out before and she sent information to attend our conference.
- IV. Reports of Officers and Committees
 - a. Regional President Reports
 - AMichelle Williams – Central Region:** school counselor of the year information out; 1 elementary and 1 secondary; setting up work on Bylaws
 - Lisa Rich – North Central:** good turnout at December meeting and working on school counselor of year
 - Samantha Tilley – Northeast:** finalized guests; summer conference June 11th in Jonesboro with 2 hour Child Maltreatment session
 - Tina Wrobel – Northwest:** first mixer Feb 20th, successful with 25 regional participants, honored regional school counselors of the year; published their biographies in the paper
 - Ashley Hawkins – Southeast:** nothing new to report since last meeting; about to share school counselor of year nominees
 - Pasley Butler (Robins Sparks attending) – Southwest:** report shared by PButler - Spring meeting in Feb 2020; 65 participants, selected school counselors of the year and encouraging more school counselors in the region to join; Robin added they had an excellent speaker who spoke on PANs PANDA; nominees have been selected for region and state
 - b. Conference Committee
 1. Sam updates – presenters, conference shirt, etc
Samantha Tilley emailed all presenters and the restructure of conference with Updates being presented first; one hour Boot Camp for elementary, middle and secondary counselors. Tshirt

design finalized with pricing. Terri Callaway has taken care of the food. Working on room assignments as well as slots open for presenters; starting with everyone presenting once. If sessions needed, duplicates added later. Decorations – photo booth (Kim Smith), photo/PowerPoint (Chris Hicks), suggestions welcome. As of now, we can accept 10 more presenters.

2. Laquetta – ASCA information – Keynotes

Laquetta Stewart and Samantha Tilley started discussion about having a contingency plan with the Coronavirus concern. Samantha mentioned checking with the hotel about the latest date the contract can be broken. The concern from the board is the fact of districts not allowing travel outside of district. Districts are getting updates from ADE and Health Dept. Robin Finley shared about possible ZOOM accounts and presenting online. Alicia Donner brought up virtual counseling (ASCA has shared prior to this concern) and look differently at what is happening. Eric Sparks is our ASCA representative and presenter. He will present virtually July 11th at 10am since he is not able to attend in person. Laquetta discussed the keynote (Roy Spence) who has decreased his fee. Laquetta spoke with a few of the board members about increasing the conference budget. Samantha showed the merchandise (and prices) available for purchase: shirts, jackets, planners, straws, etc

3. New Counselors Boot Camp – need to register for sessions

This boot camp will a way to recruit leadership and for the Boot Camp Dinner for new counselors. Several shared they would help with planning; leaders register for each level - elementary (Kelli Dockery), midlevel (Tina Wrobel), and secondary (Kim Smith) Possible description to include: address advocating for self, things not learned in college, sharing items with others

Ideas: door prizes, names tags flagged, coffee

4. Exhibitors & Hospitality room – Terri Callaway

Fourteen vendors signed up. Forms sent as they sign up to be a vendor. Many wait until May; June is the time most rush to register. If anyone knows of vendors, Terri Callaway can send the link.

5. Booth – Allison Spraggins - Silent Auction and booth needs workers.

c. Technology Committee news – none shared

d. Vice President Reports

1. COY – Carrie Johnston has shared three (3) individuals with the board to vote, sending to Carrie Johnston by March 20th.

2. Hugh Lovett Scholarship – Dr. David Christian shared the scholarship applicants in a blind document. Everyone can share his or her votes by the close of the voting window. If anyone requests the additional statements, Dr. Christian can share the information. Voting will be done online after Dr. Christian and Carrie Johnston responds to the board by March 18th for the timeline to vote.

e. ADE Updates - Suzanne Knowles shared the ADE is doing the best as possible to take care of students in the state. Discussion about ADE/ArSCA conference and share Counselor updates with all counselors. Laquetta Stewart wants to recognize her after her retirement as well and all she has done for the state.

f. Research Report – evidence based school counseling conference cancelled; March special addition journal coming out; Dr. Christian has an article about college enrollment and other information all about evidence based practices

g. Sponsorship Report – Robin Sparks & Pam Parkman

Sponsorship levels: Platinum \$2000, Gold \$1500, Silver \$1000, Bronze \$500

Robin asked the board to take the letter and personally connect with businesses and people known to gain sponsors.

1. Annick Downing to ASCA Conference? Board discussed ways for Annick to attend conference to represent our state. Three officers already attend. The extra bed is available. Motion #3 by Kim Smith and seconded by Tina Wrobel to send our SCOY to ASCA, paying registration, per diem, airfare, and to share a room with an ARSCA board member, if gender appropriate. (all in favor)

h. Handbook Committee – Terri Callaway

Committee still working on the appendices yet plan to have the document ready by our May meeting. It has been determined that this is a living, working document.

i. Any additional committee reports – none shared

V. Old Business

- a. ASCA Complimentary Membership and ASCA Registration – ideas to raffle complimentary membership, appoint ASCA registration

b. Emerging Leaders Program

Positions open: Middle Level Vice President and Post-Secondary Vice President

Forms sent by Terri Callaway by March 31st, membership vote in April so winners can know to plan for July 11th Leadership Development Institute (LDO)

c. NOVA Training – Debbie Drake

Before training, Drake suggested the need to contact superintendents explaining the program and benefits of counselors who participate. Debbie is working on a grant; federal government grants available. Counselors will need assistance for three day of training, lodging and meals.

- d. LDI July 11 – rooms, ASCA – President Stewart encouraged everyone to attend and share rooms if needed.

VI. New Business

- a. Purchase of National Model 4th Edition Booklets – not many sold last year; possibly purchase about 25; discussion to ask if ASCA would send some to purchase and ArSCA sends back what is not sold; price is \$35 per booklet

b. ADE Summit Vendor – do we want to do it? June 16-18

Various board members had concern for the price ArSCA paid, not a benefit for us. Therefore, we will not continue to participate with a vendor booth.

c. Any additional new business

1. Scanning/Documenting conference attendance - Laquetta Stewart shared time put in by Tahnee spends on conference scanning. Past discussion regarding setting this as a paid position. ArSCA could pay their conference registration and room. With districts paying, that person is having a difficult time getting conference PD hours. In order to avoid ethical issues, a co-chair position can be set with a backup person to handle this work. Training others to assist. Chris Hicks and Allison Spraggins have agreed to continue to work on this process with Tahnee. President Callaway will visit with Tahnee about this position. Motion #4 by Allison Spraggins and seconded by Kelli Dockery to create a Professional Development Co-Chair position for conference and that the President will appoint this position. This appointee will receive room and conference registration covered. (all in favor)
2. Conference in 2023 **Motion #5** by Allison Spraggins and seconded by Carrie Johnston to continue with ArSCA conference in Hot Springs through 2023. (all in favor)

VII. Adjournment **Motion #6** by Samantha Tilley and seconded by AMichelle Williams to adjourn meeting at 11:56am. (all in favor)

Respectfully Submitted:
Donna Wilchie, ArSCA Secretary
Date: March 14, 2020

Future Meetings

ArSCA Board Meetings:

May 16, 2020 - ZOOM 9:00am

Future Conferences

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

ArSCA Conference July 13-15, 2020 Hot Springs, AR

Theme: You wanna go where everybody knows your name!!

ArSCA Conference June 28-30, 2021 Hot Springs, AR

ASCA National Conference July 11-14, 2021 Las Vegas, NV

ASCA National Conference July 9-12, 2022 Austin, TX

ArSCA Conference July 18-20, 2022 Hot Springs, AR

ASCA National Conference July 15-18, 2023 Atlanta, GA

ASCA National Conference July 13-16, 2024 Kansas City, MO