



Arkansas School Counselor Association

ArSCA Board Meeting

April 8, 2026

Zoom

4:00pm-5:30pm

Theme: Be the Spark

I. Call to Order/Roll Call - Meeting called to order at 4:16pm by President Lyle

Attending (**voting members**):

Cynthia Cochran

Susie Harvison

Hanna Gorman

Jane Stewart

Dr. Jennifer Lyle

Michelle Williams

Marissa Snow

Tahnee Bowen

Terri Callaway

Dr. Robin Finley

Debbie Drake

Katie French

Jana McWhorter

Kelli Dockery

Shayne Thompson

Karon Parrish

Susan Whatley

Nick Williams

Donna Wilchie

**please note the agenda was completed in the order of need for those who could not attend the meeting at the beginning or the end

II. Announcements/Reminders

a. Reminder - newsletter assignments [ArSCA Newsletter Assignments/Content Guidelines - Google Sheets](#)

Reminders are only listed for those who submit items to the newsletter monthly, not for discussion.

III. Approval of Minutes – Donna Wilchie (PDF emailed and link to view in Google)

[March 11 2026 Minutes](#)

Motion #4 by Katie French and seconded by Michelle Williams to accept the minutes (all in favor)

IV. Approval of Financial Report – Susie Harvison (no updates since March meeting)

V. Region News & Reports - No regional reports

a. CENTRAL REGION - Nick Williams

b. NORTH CENTRAL REGION - Shayne Thompson

c. NORTHEAST REGION - Katie French

d. NORTHWEST REGION - Karon Parish

e. SOUTHEAST REGION - Bernie Roberts

f. SOUTHWEST REGION - Jana McWhorter

VI. Additional Committee Reports

a. None to report at this time (updates in old business)

VII. New Business

- a. none

VIII. Old Business

- a. School Counselor of the Year (SCOY) Update - Allison Spraggins

Spraggins shared an update with President Lyle - Applications closing out April 3rd and all will be finalized and assigned to portal review. April 13th all votes are due from voting board members. Results will be published of the winners. The overall winner will not be announced until the conference. Proof of admissions was discussed and to remove those not in a program.

- b. Hugh Lovett Scholarship Update - Secondary VPs Michelle Williams

Votes on candidates occurred with the top 3 intending to enroll into a school counseling program and applicants currently in a school counseling program. Our guidelines state currently in a school counseling program.

- c. Handbook Update - Dr. Jennifer Lyle

Several items are to be addressed and voted on. These items will be added to the handbook at LDI.

- 1. Who shall be invited to the President's Retreat?

Motion #5 by Karon Parrish and seconded by Shayne Thompson to invite all ArSCA Past Presidents to LDI. (all in favor)

- 2. Who attends LDI?

Motion #6 by Karon Parish and seconded by Katie French to invite to LDI the ArSCA board members, voting and non-voting including committees. (all in favor)

- 3. Should ArSCA pay mileage versus hotel room for board vice presidents?

Table - regional vice presidents responsibility for hotel room for LDI

Motion #7 by Kelli Dockery and seconded by Nick Williams to table the discussion on paying for a hotel room for ArSCA Vice-Presidents for LDI (if they need to arrive on the Friday night.)

- 4. ArSCA paid rooms assigned to two board members per room and only inhabited by ArSCA board members. If others attend, the member is responsible for their own room.

Motion #8 by Jane Stewart and seconded by Karon Parrish to provide hotel rooms covered with ArSCA money is limited to ArSCA Board members only. (all in favor)

- 5. Establishing a distance to request a hotel room for LDI

Postpone and push to budget committee for language and funding available

Suggestion shared - more than 3 hours to get a hotel

- 6. Should there be a max/cap mileage for travel reimbursement?

Postpone and push to budget committee for language and funding available

Suggestion shared: mileage capped at \$200, whichever is cheaper

- 7. What should be paid to members - driving versus flying to ASCA Conference?

Motion #9 by Nick Williams and seconded by Karon Parish to have the member present a plane ticket amount and mileage amount for the board to look at the cost of whichever is cheaper. (all in favor)

- 8. Who is invited to meet the governor and photo opt (max numbers provided for governor or event)?

Motion #10 by Nick Williams and seconded by Karon Parish to invite the members to attend at the board president's discretion. (all in favor)

9. Deadlines to remain in place for the board with enough time provided

Motion #11 by Karon Parrish and seconded by Katie French a motion that a deadline is a deadline (all in favor)

d. Conference Committee Update - Terri Callaway

ArSCA Conference June 29 – July 1, 2026 Hot Springs, AR

Updates shared and encouraged members to submit any potential presenters. Session proposals will need to be submitted. Regions are asked to bring silent auction items. Regional presidents are responsible for region COY winners and ArSCA is responsible for the state winners. The board is asked to help with set up on Sunday, May 28th.

e. Hiring Committee Update - Jennifer Lyle - The hiring committee met to discuss the hiring of an office manager to fill Susie Harvission's position as she resigns December 31, 2026.

f. **Motion #1** by Jane Stewart and seconded by Jana McWhorter to accept the resignation of Susie Harvission as office manager effective December 31, 2026 (all in favor)

Motion #2 by Marisa Snow and seconded by Kelli Dockery for Donna Wilchie to be the next officer manager effective January 1, 2027.

Since the budget committee did not address the consultation fees, they will meet again to look from where the funds will come. The budget will need to reflect these changes. The funds coming from next year's budget (anything after July 1st) can be addressed at LDI to it as a line item. May 1 to June 30 will need to be determined from where the funds will come to pay the stipends.

Motion #3 by Kelli Dockery and seconded by Katie French to table the discussion on the monetary consultation fee of \$600 for incoming office manager (May-June 30, 2026). The budget committee will convene and report to the board for voting.

This topic is tabled until the next meeting to allow the Budget Committee to discuss the funding for the stipend that will be paid through June 20, 2026.

Items will be addressed:

stipend of \$300 per month for the new office manager to shadow the current office manager from May 1, 2026 - December 31, 2026

stipend of \$300 per month for the consultation fee for January 1, 2027 - June 30, 2027 to the former office manager.

Next agenda - board positions and Bylaws (treasurer, office manager, secretary)

IX. Adjournment at 5:54pm Respectfully submitted by Donna Wilchie, ArSCA Secretary

Future Meetings

ArSCA Board Meetings:

May 13, 2026

Lunch and mileage will be provided when meeting in person.

If meetings are face-to-face, there will be a hybrid option for those who cannot attend in person.

ArSCA Conference June 29 – July 1, 2026 Hot Springs, AR **Theme: Be the Spark**

ASCA National Conference July 11-14, 2026 New Orleans, LA

ArSCA LDI August 1st UofA Graduate School 8am-4pm
-President's Retreat July 31st Fayetteville

ArSCA Conference June 28 – 30, 2027 Hot Springs, AR
ASCA National Conference July 17-20, 2027 Columbus, OH

ASCA National Conference June 24-27, 2028 Seattle, WA

ASCA National Conference July 14-17, 2029 Charlotte, NC