

**CCPA School Counsellors Chapter
Minutes of the Annual General Meeting
May 11, 2018
Winnipeg, Manitoba**

The AGM of the CCPA School Counsellor Chapter was called to order at 12:30 p.m.

Present: Shelley Bean (AB), Margot Beech Kennedy (ON), Michelle Bishop (AB), Eri Burnett (AB), Marion Clorey (PEI), Megan Donald (MB), Janice Graham-Migel (NS), Ariel Haubrich (AB), Belinda Josephson (NS), Rena Klisouris (QC), Simone Linn (AB), Denise Marks-Trach (MB), Kristy Marsh (AB), Vince Mireau (AB), Boyd Perry (NL), Penny Roadley (MB), Nicole C. Rosevere (MB), Danielle Savage (MB), Cheryl Steeves (MB), Candace Yaholkoski (MB).

1. Welcome and Introductions
 - Presented by Ariel Haubrich, President
 - Ariel introduced the members of the Chapter Executive in attendance and those who were not able to attend the AGM
2. Motion to approve the agenda
 - Ariel called the meeting to order at 12:30 pm and moved to approve the agenda
 - Seconded by Nicole Rosevere
3. Approval of the minutes from the 2017 AGM
 - Moved by Boyd Perry
 - Seconded by Penny Roadley
4. Business arising from the minutes
 - None
5. President's Report
 - Presented by Ariel Haubrich (see separate report)
 - Ariel named the members of the Chapter Executive and reported that as of April, 2018, there are 440 members in the School Counsellors Chapter
 - Ariel outlined the following activities of the chapter: monthly meetings of the Chapter Executive by teleconferencing; answering questions about school counselling; updating the CCPA website (sections about the School Counsellors Chapter) and communicating to members through Twitter and email; changing the by-laws as required; piloting a training program in Halifax for children of military families; researching different models of school counselling across Canada; the opportunity to have a membership with the American School Counseling Association at a reduced rate (which has been especially helpful to access resources for Canadian School Counselling Week).
 - Ariel reported that the balance in the Chapter's bank account as of April 25, 2018 was \$12,054.10

- Ariel announced that Natalie Doucette (Alberta) is the recipient of the 2018 School Counselling Award who will receive a plaque and a \$300 honorarium from the Chapter.
- Ariel thanked the CCPA office and the members of the Chapter
- Ariel moved that the President's Report be accepted.
- Seconded by Janice Graham-Migel

6. Treasurer's Report

- Presented by Janice Graham-Migel (see separate report)
- The bank balance as of May 11, 2018 is \$12,047.35
- Janice reported that Ariel, as Chapter President, received \$1000 to attend the 2018 CCPA conference, and four members of the Chapter Executive received \$500 to attend.
- Janice stated that for this year there had been no applications from members of the School Counsellors Chapter for a travel bursary. An announcement about the application process was sent by email to the members of the Chapter. A Chapter member in attendance raised the concern that she had not received the email and it was questioned that perhaps the CCPA office does not have the email addresses of all the members.
- Janice stated that the Chapter is fiscally responsible with the funds it receives from membership fees. A call was put out for any new initiatives that the Chapter could potentially support.
- Janice moved the acceptance of the Treasurer's Report.
- Seconded by Belinda Josephson

7. Election of Officers

- Current positions/membership/succession
 - Ariel noted that currently the Chapter by-laws state that there is no time limit for a member holding a position on the Chapter Executive but this is something that will be reviewed over the upcoming year.
 - Ariel stated that the goal for the Chapter Executive is to have representation from all provinces and territories in Canada. At the present time, there is no limit to the number of people holding the position of Member at Large.
 - President: Ariel indicated that there were no nominations for the Chapter President's position, either through e-mail or from the floor. By acclamation, Lisa Cheyne-Zanyk will move into the Chapter President's position after serving as Chapter Vice President.
 - Vice President: Natalie Doucette nominated. Ariel called for any other nominations for this position; none were made. Natalie Doucette accepted by acclamation.
 - Treasurer: Ariel called for any nominations for Treasurer; none were made. Janice Graham-Migel will serve another two-year term as Treasurer, accepted by acclamation.
 - Members at Large: Nomination: Natalie Doucette (alternate); The following Chapter members put forward their names to be Members at Large: Boyd Perry (NL) to serve another two-year term; Danielle Savage (MB); Simone Linn (AB); Belinda Josephson (NS) to serve another two-year term; Cheryl Steeves (MB); Simone Linn (AB); Positions were accepted by acclamation.

8. Canadian School Counselling Week Committee Report

- Presented by Janice Graham-Migel, Chair, National School Counselling Committee (see separate report)
- Janice outlined the timing of the week with a North American focus on the school counselling profession, held the first week of February each year. It coincides with the National School Counseling Week that is held the same week in the USA. Janice showed where to find resources for the week on the CCPA website and how to order copies of the Canadian School Counselling Week posters. A video was shown from the CCPA website, highlighting the statement made by Prime Minister Justin Trudeau regarding Canadian School Counselling Week and the work that is done by school counsellors across Canada. Janice also noted that the week is recognized in the House of Commons and proclaimed in many provinces/territories, cities, and towns in Canada.
- Janice asked all members for additional ideas to bring attention to this week (e.g. press releases, radio interviews, proclamations by mayors and Members of Parliament, etc.)
- Janice asked members to send information to her about how they marked the week this year and for their ideas for 2019.

9. Chapter Bursary and Award opportunities

- Ariel Haubrich indicated recipients of a travel bursary or chapter award must be members of the School Counsellors Chapter

10. Other Business

- Lisa Cheyne-Zanyk, incoming Chapter President, joined the AGM via Skype to introduce herself and say “hello” to the Chapter members who were present at the meeting.

11. Open Forum

- No further questions or discussion

12. Date of next Chapter AGM:

- Next meeting to occur in Moncton, New Brunswick (May, 2019)

13. Adjournment: The AGM adjourned at 1:09 p.m., following a presentation of a gift to Ariel Haubrich for her service as Chapter President.

Minutes respectfully submitted by:

Margot Beech Kennedy, M.Ed., RP, CCC
Secretary, School Counsellors Chapter