

**Canadian Counselling and Psychotherapy Association
School Counsellors Chapter
Annual General Meeting (May 9, 2020, 12:00 EST)
Call to Order: 12:00 pm (EST) by Zoom**

Present:

Lisa Cheyne-Zanyk (SK) – President
Janice Graham-Migel (NS) – Treasurer
Margot Beech Kennedy (ON) – Secretary
Ariel Haubrich (AB) – Past President
Belinda Josephson (NS) - Member-at-Large
Boyd Perry (NF) - Member-at-Large
Carol-Anne Haring (AB) - Member-at-Large
Yvette Forcier (SK) - Member-at-Large
Anne Madore (NB) - Member-at-Large
Goldi Barac-Goldberg; Joanne Cullen; Teresa Daly; Lindsay Dominie; JoEllen Doyle; Ann Peggy Freake;
Kim Grant; Rena Koon; Julie Lindsay; Nancy MacDonald; Lorna Martin; Margaret (Maggie) Owen;
Ashley Pitmann; Jennifer Sims; Geri Stolar; Tanya Surette; Karleen VanDyk

1. Welcome and Introductions

- a. Lisa Cheyne-Zanyk (President) called the meeting to order and welcomed the participants by Zoom. She noted that using a videoconferencing platform for this Annual General Meeting meant that participants were able to attend from across the country. She described the School Counsellors Chapter as presenting a national voice to School Counsellors across Canada.
- b. Lisa Cheyne-Zanyk introduced the members of the Executive at the meeting: Ariel Haubrich (Past President); Janice Graham-Migel (Treasurer); Margot Beech Kennedy (Secretary); Belinda Josephson (Member-at-Large); Boyd Perry (Member-at-Large); Carol-Anne Haring (Member-at-Large); Yvette Forcier (Member-at-Large); Anne Madore (Member-at-Large).
- c. Lisa Cheyne-Zanyk named the Executive members who were unable to attend the Annual General Meeting: Andrea Garland (Board Liaison for the School Counsellors Chapter); Danielle Savage, (Member-at-Large); Amanda O'Regan-Marchand (Member-at-Large).
- d. Lisa Cheyne-Zanyk thanked Karina Albert from CCPA National for hosting the Zoom meeting for the Annual General Meeting.

2. Acceptance of Agenda

- a. Lisa Cheyne-Zanyk asked for one change to today's agenda: following the Treasurer's Report, she added an additional item to discuss a change to the Chapter's bylaws. An early copier of the Agenda was sent to each of the Chapter's members in an email from CCPA on April 27, 2020 which did not have this addition.
- b. Belinda Josephson moved that the agenda for today's meeting, with the additional item, be accepted and Ariel Haubrich seconded the motion.

3. Approval of Minutes (Annual General Meeting, May 14, 2019, Moncton, NB)

- a. A copy of the minutes from last year's Annual General Meeting on May 14, 2019 in Moncton was sent to each of the Chapter's members in an email from the Canadian Counselling and Psychotherapy Association on April 27, 2020.
- b. Lisa Cheyne-Zanyk asked for questions and concerns arising from last year's minutes. None were raised.
- c. Boyd Perry moved that the minutes from May 14, 2019 be accepted and Anne Madore seconded the motion. Through a poll on Zoom this motion was carried by the members in attendance.

4. Business Arising from the Minutes

- a. There was no new business arising from the May 14, 2019 minutes.

5. President's Report

- a. Lisa Cheyne-Zanyk presented her President's Report. A copy was not available to the members during the Zoom meeting.
- b. Lisa Cheyne-Zanyk named the members of the current Executive, noting that both Natalie Doucette (Vice-President) and Cheryl Steeves (Member-at-Large) had stepped away from the Executive during the course of the year.
- c. She described the following list of activities from the past year:
 - i. Nine monthly meetings of the Executive were held, initially by teleconferencing and Zoom for more recent meetings and any additional meetings as required.
 - ii. Information is available to Chapter members through the Canadian Counselling and Psychotherapy Association School Counsellors Chapter website and through Twitter which is managed by Ariel Haubrich.
 - iii. February 3-7, 2020 marked this year's Canadian School Counselling Week, chaired by Janice Graham-Migel.
 - iv. At the 2019 CCPA Conference in Moncton, a presentation was given by Lisa Cheyne-Zanyk and Janice Graham-Migel titled, "School Counseling in Canada: An Examination of the School Counselling Profession in Canadian Provinces and Territories." Several members of the Chapter Executive also contributed to the presentation with information from their own provinces.
 - v. The Executive began an initial proposal for the creation of a video on the school counselling profession and this may be pursued further in the upcoming year.
 - vi. A strategic planning session for the Chapter is already being developed for the 2021 Annual Conference.
 - vii. The Chapter has a working relationship with the American School Counselor Association (ASCA) and two Executive members currently have a membership with ASCA.
 - viii. While this year's recipient of the CCPA Canadian School Counselling Award cannot be celebrated in person, Lisa Cheyne-Zanyk wanted members to know it has been awarded to Gerard Lowe (NL). Gerard and Lisa Cheyne-Zanyk were interviewed by the *Western Star* (in Corner Brook). Gerard received a \$300 honorarium from the Chapter and an engraved plaque. The deadline each year

for nominations is December 1st. Boyd Perry added that Gerard's receipt of the award has received much coverage and acknowledgement across the province and he hopes that this has both increased recognition of the award and interest in the Chapter overall. Janice Graham-Migel added that the American School Counselor Association devotes one edition of its magazine per year to highlight individual counsellors who have been nominated for its counselling awards and the White House is involved in this process.

- ix. Lisa Cheyne-Zanyk was interviewed by *Global News* in a series titled, "Failure to Launch" and Danielle Savage was interviewed on the radio for the same topic.
- x. Lisa Cheyne-Zanyk and Janice Graham-Migel participated on an advisory committee for the International School Health Network Project through Simon Fraser University on inclusive schools and preventing violent extremism. This group continues to share ideas and webinars internationally using systems-focused approaches to school health promotion and social development.
- xi. Danielle Savage wrote an article titled, "Can Overworked School Counsellors Ethically Meet Student Needs?" This article was published electronically by CERIC on February 4, 2020.
- xii. A working relationship was established recently with the British Columbia School Counsellors Association (BCSCA). Chapter Executive members were asked to comment on a series of documents that BCSCA created on providing school counselling during COVID-19. These documents have been shared with the Chapter members by e-mail and are on the Canadian Counselling and Psychotherapy Association's website.
- xiii. In terms of the Chapter's budget, there are three signing officers: Lisa Cheyne-Zanyk, Janice Graham-Migel, and Belinda Josephson. The balance as of April 8, 2020 in the Chapter's bank account was \$14,893.07.
- xiv. As Chapter President, Lisa Cheyne-Zanyk attends bi-monthly meetings with the Presidents of other Canadian Counselling and Psychotherapy Association Chapters. The focus of the meetings is on specific projects with respect to the Chapters coming together.
- xv. Lisa Cheyne-Zanyk thanked the Executive, the Canadian Counselling and Psychotherapy Association staff, and Andrea Garland (Board Liaison).
- xvi. Lisa Cheyne-Zanyk respectfully submitted her President's Report.
- d. Carol-Anne Haring moved that Lisa Cheyne-Zanyk's President Report be accepted and Belinda Josephson seconded this motion.
- e. Janice Graham-Migel asked if the updated budget as of May 9, 2020 should be included in the President's Report. Lisa Cheyne-Zanyk decided to leave the figure as it is in her report as it is accurate as of April 8, 2020.
- f. Through a poll on Zoom this motion was carried by the members in attendance.

6. Treasurer's Report

- a. Janice Graham-Migel (Treasurer) presented the Treasurer's Report and a copy was shared with participants through Zoom.

- b. Janice Graham-Migel drew attention to the October, 2019 and March, 2020 deposits of membership fees. The Canadian Counselling and Psychotherapy Association's National Office no longer deducts \$1 per member for translation.
- c. As of May 9, 2020, Chapter funds were \$14,135.74.
- d. Janice Graham-Migel respectfully submitted her report and moved that the Treasurer's Report be accepted.
- e. Carol-Anne Haring seconded the motion.
- f. There were no questions pertaining to the Treasurer's Report.
- g. Through a poll on Zoom the motion was carried by the members in attendance.

7. Change to the Chapter Bylaws:

- a. Lisa Cheyne-Zanyk explained that it is important that the Member-At-Large positions show representation on the Executive from across the country. If this number is too large, it can become challenging to reach a quorum at the monthly Executive meetings.
- b. Lisa Cheyne-Zanyk described the bylaw change she is proposing: to limit the number of Member-at-Large positions to 8, resulting in a total of 14 members on the Executive (13 of whom are voting members and the Board Liaison who is non-voting). As quorum is half of the Executive Voting Members plus one, this would make quorum 7 Executive Members if all positions are filled. Lisa Cheyne-Zanyk called for a member in attendance to launch the motion which was moved by Ariel Haubrich. Janice Graham-Migel seconded the motion.
- c. A member asked why the Executive wants to limit the number of Members-at-Large which would mean excluding members from smaller provinces. Lisa Cheyne-Zanyk responded by stating that the Chapter does not want to exclude anyone; rather limiting the number is important to meet quorum at each Executive Meeting. Ariel Haubrich added that ideally the Executive does want to have representation from every province but rather than tying itself to this limit, it is more important to have keen, active Executive Members regardless of their province or territory.
- d. Through a poll on Zoom it was noted that 27 members voted in favour of the motion and one member was not in favour. The motion was carried.

8. Election of Officers

- a. A copy of the Job Descriptions of the Executive positions open for election at this meeting was sent to each of the Chapter's members in an e-mail from the Canadian Counselling and Psychotherapy Association on April 27, 2020.
- b. Lisa Cheyne-Zanyk noted that the following Executive members have completed the second year of their term on the Executive: Lisa Cheyne-Zanyk as President; Ariel Haubrich as Past President; Janice Graham-Migel as Treasurer; Boyd Perry as Member-at-Large; Belinda Josephson as Member-at-Large; and Danielle Savage as Member-at-Large.
- c. Lisa Cheyne-Zanyk thanked Ariel Haubrich for her hard work and contributions as she is now leaving the Executive.
- d. Lisa Cheyne-Zanyk announced that the following members of the Executive would like to let their name stand: Janice Graham-Migel for President; Boyd Perry for Member-at-

- Large; Belinda Josephson for Treasurer; and Danielle Savage for Member-at-Large. She thanked these members for agreeing to have their name stand for another term.
- e. Lisa Cheyne-Zanyk noted that the following Executive members are moving into their second year of their two-year term: Margot Beech Kennedy for Secretary; Andrea Garland for Board Liaison; Carol-Anne Haring, Amanda O'Regan-Marchand and Yvette Forcier for Members-At-Large; Anne Madore would like to let her name stand for Vice-President.
 - f. Lisa Cheyne-Zanyk nominated Janice Graham-Migel's name for President. She asked three times separately for any nominations from the floor for this position. By acclamation, she announced Janice Graham-Migel will be President for the Chapter.
 - g. Lisa Cheyne-Zanyk nominated Anne Madore's name for Vice-president. She asked three times separately for any nominations from the floor for this position. By acclamation, she announced Anne will be Vice-President for the Chapter.
 - h. Lisa Cheyne-Zanyk nominated Belinda Josephson's name for Treasurer. She asked three times separately for any nominations from the floor for this position. By acclamation, she announced Belinda Josephson will be Treasurer for the Chapter.
 - i. Lisa Cheyne-Zanyk reported that the following members had contacted her prior to the meeting regarding letting their names stand for the position of Member-at-Large: Maggie Owens (QC), Joleen Campbell (YT), Boyd Perry (NL), and Danielle Savage (MB).
 - j. Lisa Cheyne-Zanyk called for nominations for the first time from the floor. The following nominations were received: Maggie Owens (QC), Boyd Perry (NL), Joanne Cullen (PE), and Danielle Savage (MB).
 - k. Julie Lindsay, originally from Nova Scotia and working in international schools, asked to be involved in some way with the Chapter. Both Lisa Cheyne-Zanyk and Janice Graham-Migel expressed that her involvement on the Executive would be welcome.
 - l. Lisa Cheyne-Zanyk described the responsibilities of Members-At-Large: commit to monthly meetings; take on various responsibilities in preparation for the strategic planning session at the next conference in 2021.
 - m. Lisa Cheyne-Zanyk called for nominations from the floor for a second time and a third time. There were no additional nominations.
 - n. Lisa Cheyne-Zanyk announced the following members will be taking on the position of Members-At-Large by acclamation: Maggie Owens, Julie Lindsay, Joanne Cullen, Boyd Perry, and Danielle Savage.
 - o. It was affirmed that nominees need to be present at the meeting to agree to the nomination.

9. Canadian School Counselling Week Report

- a. Janice Graham-Migel (Chair of the National School Counselling Committee) presented a report on the 2020 "Canadian School Counselling Week." The report, made available to participants through Zoom, highlighted the events and activities that occurred across Canada during the week.
- b. Janice Graham-Migel noted that 2020 marks the sixth annual Canadian School Counselling Week. Each year, it is held the same week as the United States (the first week of February). Canadian School Counselling Week is also held the week following

Bell Let's Talk in Canada. The purpose of Canadian School Counselling Week is to recognize the contributions of the school counselling profession to the personal, social, educational, and career development, and the mental health and well-being, of all students in Canada.

- c. A video message previously done by Prime Minister Justin Trudeau is posted on the Chapter website, recognizing Canadian School Counselling Week. Challenges occurred this year in having the week recognized in the House of Commons since there was no Member of Parliament available to give the recognition. For the upcoming year, it was suggested to have an updated message from Prime Minister Justin Trudeau and have a backup Member of Parliament to provide the recognition, in the event the first Member of Parliament is not available.
- d. Janice Graham-Migel asked if there were any questions regarding the report. Anne Madore commented on the extensive breadth of activities and announcements that were made during the week.
- e. Janice Graham-Migel moved that the report on 2020 "Canadian School Counselling Week" be accepted and Carol-Anne Haring seconded this motion.

10. Other Business

- a. Janice Graham-Migel acknowledged that COVID-19 has changed the scope of practice for school counsellors and she invited members to e-mail the Chapter Executive with any questions or concerns. If the Chapter can provide any information or resources that would assist school counsellors in their practice, it would be posted on the Chapter website.
- b. Lisa Cheyne-Zanyk added that it is important for school counsellors to help each other, as well. She referred to a recent British Columbia School Counsellors Association Zoom meeting with school counsellors that was widely attended.

11. Date of Next School Counsellors Chapter Annual General Meeting – May, 2021, Edmonton, AB

- a. Lisa Cheyne-Zanyk invited the three new Members-at-Large to attend the next meeting of the Executive on Wednesday June 10, 2020 at 7 pm (EST) by Zoom.
- b. Ariel Haubrich requested that a member of the new Executive take on the responsibility of managing the Chapter's Twitter account.
- c. On behalf of the School Counsellors Chapter, Janice Graham-Migel thanked Lisa Cheyne-Zanyk for the excellent work she did as Chapter President over the past two years. We look forward to Lisa continuing her work on the Chapter Executive as Past President.

12. Adjournment

- a. Lisa Cheyne-Zanyk moved that the Annual General Meeting of the School Counsellors Chapter be adjourned at 1:35 pm EST. Belinda Josephson and Lorna Martin seconded this motion.