

Governing Board Meeting Agenda
Thursday, September 20, 2018
4:30-7:30 pm
(Thatcher Brook Primary School, Waterbury, VT)

- Welcome & Introductions (5 minutes)
 - Suzanne Francke, Cairsten Keese, Barbara Bloom, Tara Cariano, Melissa Cleary (on phone).
- Approval of minutes from last meeting (5 minutes)
 - Suzanne made a motion to accept minutes and Barbara seconded the motion.
- Norms review and role assignments (5 minutes)

Governing Style

- Be impeccable with your word: Say only what you mean
- Do your best to depersonalize what is being said
- Ask for clarification to check out assumptions
- Always do your best

Ground Rules for Meetings

At the start of each Board meeting assign the following roles:

1. Facilitator: Cairsten
2. Note Taker: Tara
3. Timekeeper: Suzanne
4. Process Observer: Barbara
5. Parking Lot: Suzanne/Tara

Agenda Items

- Committee Reports (4:45-5:15)
 - Finance
 - 17-18 Year End Budget
 - 18-19 Proposed budget
 - Membership: 258 total members, 114 active members, 132 lapsed
 - 60 signed up and 29 of those 60 are new members - hoping for 100
 - Counseling students are untapped asset in our State
 - Public Policy, Advocacy & Legislation:
 - New legislation from ASCA from a senator from MA & OR looking to decrease the student to counselor ratio
 - Board will send out memo to members to increase awareness
 - Board will add the link to VTSCA website
 - Cairsten will reach out to AOE to see how to best get VTSCA connected
 - Look at MTSS structure that AOE is putting forth ([MTMDSS](#))

- Public Relations:
 - Kara created a conference flyer to send out to each school
 - Tara worked with WCAX to create a story on mental health in schools should air approximately Thurs 9/27
- IT/Website: Website has had conference materials uploaded for 2018
- Liaisons:
 - VT School Crisis Planning Team: Barbara will send electronic resources to Cairsten who can add to website
 - VSAC: New Liaison, Liam Danaher, who will join in the future
- Ongoing Business (5:15-6:30)
 - Conference
 - Invite mental health professionals, social workers, WCMH and other agencies as a way to bridge the gap between mental health and school counseling
 - Tara is going to look into wellness offerings for before conference
 - Tara is going to reach out to Matt B. at CVCC about Digital Media - video footage during conference
 - Photo Booth - Suzanne will set-up (use #vtzca18)
 - Prizes for hashtags, exhibitors (Suzanne getting gift cards, Tara will ask Stoweflake about donating prize)
 - Tara will reach out to The Alchemist (Back-up: Doc Ponds) for pre-conference social
 - Leisl M. from ASCA is coming to our conference!!!
 - Favors-Cairsten will order t-shirts
 - Tara will contact Alaska SCA about online ordering program
 - Youthlight (+ photo booth) volunteers
 - Ask current students - Suzanne in charge of JSC, Tara in charge of UVM
 - Student volunteers will be offered free conference attendance, if they are VTSCA members (max. Of 4) - MMS
 - Cairsten will look into lanyards and/or nametags
 - ASCA Conference/LDI Report Out ([Tara & Cairsten's ASCA/LDI notes](#))
 - Restructuring meetings (monthly electronic check-ins, board meeting right before conference, etc.)
 - ASCA offering free leadership trainings for board members
 - ASCA offering free website domain & they are designing apps specific to states
 - Streamline award nominations using ASCA process
- New Business (6:30-7:30)
 - NARSCA Leadership conference October 18th-20th
 - VTSCA will not be in attendance this year
 - Leadership Development & Board Member Recruitment Brainstorm
 - Create task lists to see if people are interested in helping with specific area
 - Have paper out at conference to have people sign up for specific tasks
 - Day on the Hill organizer
 - Advocacy

- Newsletter article collector
- Communications liaison- one person to receive emails/communications that need to be blasted out to members
- Social Media
- January Retreat
 - Cairsten will look into accommodations for January Retreat. Planning for retreat will happen at November board meeting
 - Seyon Lodge
 - All Souls Lodge and stay in Shelburne
 - Hotel suites where meeting can occur too (look into Marriott in Waterbury)
- ASCA 2019 in Boston
 - Shirts for VT counselors
 - Will plan more details during January retreat
- Teaming up with NHSCA for 2019 conference/summer PD?
 - Julianne will contact NHSCA to get more information
 - NHSCA is interested in partnering for single issue conference perhaps during the spring
 - Topics: Trauma transformed “train the trainers” program
 - Diversity workshop
- UVM - Partnership with VTSCA board
 - Cairsten and Tara are going to visit Lance’s second year class to talk about VTSCA, ASCA, and volunteering at the conference
 - They will also reach out to the first year class

Parking Lot

Meeting with Dan French

Revisit By-Laws

Friends Theme for conference “I’ll be There for You

Southern Location for conference