

**CCPA SCHOOL COUNSELLORS CHAPTER
Annual General Meeting Minutes
May 22, 2022
Call to Order: 12:00 pm (EST) by ZOOM**

Present:

Janice Graham-Migel (NS), President
Lisa Cheyne-Zanyk (SK), Past President
Anne Madore (NB), Vice President
Belinda Josephson (NS), Treasurer
Melissa Falconer (NB), Secretary
Kaitlyn Munn (NB), CCPA Board Liaison
Carol-Anne Haring (AB), Member-at-Large
Julie Lindsay (PE/International) – Member-at-Large
Boyd Perry (NL), Member-at-Large
Danielle Savage (MB) – Member-at-Large
Margot Beech Kennedy (ON) – Member-at-Large
Celeste Alberga (QC)
Janie Scheidl (AB)
Omolola Alawiye (AB)
Tania Diletzoy (AB)
Bernadette Kehoe (NS)
Aaron Reusch (BC)

A G E N D A

1. Welcome and Introductions

- a. Janice Graham-Migel welcomed the members in attendance to the Annual General Meeting (AGM). She introduced the members of the Chapter Executive and their respective roles on the Executive.

2. Acceptance of Agenda

- a. A copy of the 2022 AGM Agenda and 2021 AGM Minutes were sent to Chapter members in an e-mail from the Canadian Counselling and Psychotherapy Association on April 24, 2022. Belinda Josephson moved the acceptance of the 2022 Agenda, and Lisa Cheyne-Zanyk seconded the motion. Carried.

3. Approval of Minutes (AGM May 15, 2021)

- a. The 2021 AGM Minutes were shared in presentation mode over Zoom and members in attendance were provided with time to review. Janice asked for any additions, corrections,

or revisions. The following correction was noted: addition of “Respectfully submitted by Margot Beech Kennedy, Secretary, CCPA School Counsellors Chapter” to the closing.

- b. Danielle Savage moved the 2022 Minutes be accepted with the above-noted revision, and Carol-Anne Haring seconded the motion. Carried.

4. Business Arising from the Minutes

- a. It was noted that a draft Google document was developed by a subcommittee of the Chapter Executive to provide input regarding best practices in School Counselling across Canada. The information in the document could include, but not be limited to the following:
 - Educational Requirements (Counsellor Qualifications)
 - Counsellor Competencies (knowledge, skills, etc.)
 - Counsellor Ethics and Standards of Practice
 - Scope of Practice
 - Outcomes of Counselling Program / Practice
 - Counsellor to Student Ratio
 - Technology
 - Professional Associations / Memberships / Affiliations
 - Accreditation
 - Roles and Responsibilities
 - Other

5. President’s Report

- a. Janice presented the President’s Report.
- b. Janice highlighted the following points from her report:
 - i. There are currently 598 members who belong to the School Counsellors Chapter.
 - ii. The current Executive is seeking representation from Quebec, British Columbia, and the Territories.
 - iii. Eight Chapter Executive meetings were held from September, 2021 to June, 2022.
 - iv. The Chapter receives support from the CCPA National Office in disseminating information to the Chapter membership through e-mails and the website.
 - v. On November 26, 2021, Janice met with the Nova Scotia School Counsellors Association to promote the work of the CCPA School Counsellors Chapter. Janice noted that the members of the Chapter Executive will continue to connect with provincial associations in the upcoming year. The Chapter Executive will explore ways to connect with school counsellors in the provinces/territories that do not have a regional professional association.

- vi. On January 11, 2022, Janice met with Jill Cooke and Eric Sparks of the American School Counselor Association and discussed an ASCA affiliate membership and the upcoming ASCA conference.
- vii. The 9th Canadian School Counselling Week took place from February 7-11, 2022. The week was recognized in the House of Commons by Rene Arsenault, Member of Parliament for Madawaska—Restigouche, New Brunswick. Thank you to Anne Madore for her work in connecting with MP Rene Arsenault. Also, thank you to the CCPA National Office and Impact Public Affairs for their support of 2022 Canadian School Counselling Week.
- viii. An application was made for funding to the CCPA Chapter Support Fund to subsidize the cost of public relations for Canadian School Counselling Week through Impact Public Affairs.
- ix. Representing the School Counsellors Chapter, Janice participated in two sessions during the CCPA Counselling and Psychotherapy Month in April, 2022.
- x. Lisa Cheyne-Zanyk was awarded the 2022 School Counselling Award at the Awards Ceremony during the online CCPA annual conference.
- xi. Janice attended bi-monthly Chapter President's meetings to share information and keep up to date on information from CCPA National Office.
- xii. A Strategic Planning Session was held on May 19, 2022. The session created goals for the Chapter Executive for the upcoming year.
- xiii. Janice extended appreciation to Boyd Perry, Danielle Savage, Karina Albert, and Melissa Falconer for their work on reviewing and revising the Chapter website to better meet the needs of the School Counsellors Chapter.
- xiv. Janice thanked the 2021-2022 Chapter Executive and the CCPA National Office for their support during the past year.
- xv. Janice moved acceptance of the 2022 President's Report. Belinda seconded the motion. Carried.

6. Treasurer's Report

- a. Belinda Josephson, Treasurer, presented the 2022 Treasurer's Report.
- b. Belinda reported a balance of \$22,915.50 in the Chapter's account on May 22, 2022.
- c. Belinda moved acceptance of the Treasurer's Report and Carol-Anne seconded the motion. Carried.

7. Canadian School Counselling Week Report

- a. Janice Graham-Migel presented a report of the 2022 Canadian School Counselling Week.
- b. In the Fall, 2021, time was spent by the Chapter Executive with representatives from CCPA National Office and IMPACT Public Affairs to revamp the social media aspects of the week. Appreciation was extended to Danielle Savage for her expertise in supporting the Chapter

- Executive with her background knowledge in public relations. Appreciation was also extended to Monika Green at CCPA National Office and Ben Howe at Impact Public Affairs.
- c. It was noted that Canadian School Counselling Week was held the same week as the 2022 Freedom Convoy in Ottawa which affected the visibility of the week in the media.
 - d. The Calgary Herald newspaper requested to interview a school counsellor during Canadian School Counselling Week. The school counsellor was ready to be interviewed, but the interview did not go through. CTV News Sudbury covered Canadian School Counselling Week with two televised interviews.
 - e. Janice moved the acceptance of the Canadian School Counselling Week Report. Anne Madore seconded the motion. Carried.

8. Election of Officers

- a. Margot Beech Kennedy outlined the process for the election of officers for the Chapter Executive. Margot noted that to be elected to the Executive you must be a member of the School Counsellors Chapter.
- b. Margot called nominations from the floor three times for the position of President. She shared that the Executive had developed a contingency plan which would be explained if it was needed. There were no nominations for President.
- c. Margot called nominations from the floor three times for the position of Vice President. There were no nominations for Vice President.
- d. Margot introduced the contingency plan that had been identified by the Executive in anticipation that there may be a lack of nominations due to factors such as the pandemic. The plan would be to extend the current President and Vice-President terms for an additional year. Margot made a motion to proceed with the contingency plan. Belinda seconded the motion. Carried.
- e. It was announced that Janice Graham-Migel (President), Anne Madore (Vice-President), and Lisa Cheyne-Zanyk (Past-President) would continue in their Executive positions for an additional year. Margot thanked them for their continuing commitment to the Chapter Executive.
- f. Margot called nominations from the floor for the position of Treasurer. Julie Lindsay offered to put her name forward. Margot called for nominations a second and third time and no nominations were received. By acclamation, Julie was awarded the position of Treasurer.
- g. Margot called for nominations from the floor for the positions of Members-At-Large. The following nominations were received: Celeste Alberge, Tania Delitzoy (who declined), and Aron Rush. Danielle Savage and Boyd Perry both offered to take on an additional two-year term but noted that they would not stand in the way of new members wishing to take on the role. Belinda put her name forward for Member-At-Large. Celeste, Aron, Danielle, Boyd, and Belinda were elected to the positions of Member-at-Large.

- h.** Danielle asked if it was possible to invite members to join as Members-At-Large after the AGM. Janice clarified that nominations have to be received before or at the AGM and the person being nominated has to be in attendance at the AGM.

9. Other Business

- a.** Janice thanked Yvette Forcier and Jo Cullen for their work on the Chapter Executive over the past two years. Their contribution to the School Counsellors Chapter is greatly appreciated.

10. Date of Next AGM

- a.** Janice indicated the next School Counsellors Chapter AGM will be held in March, 2023, during the Canadian Counselling and Psychotherapy Association / American Counseling Association joint conference in Toronto.

11. Next Chapter Executive Meeting

- a.** The next Chapter Executive Meeting with the new Executive will be held on June 13, 2022, at 7:00 p.m. (EST), via Zoom.

12. Adjournment

- a.** Belinda made a motion to adjourn the AGM.
- b.** The meeting adjourned at 1:55 p.m. (EST)

Minutes submitted by:

Melissa Falconer

Secretary

CCPA School Counsellors Chapter