

**CCPA SCHOOL COUNSELLORS CHAPTER
Annual General Meeting Minutes
May 27, 2023
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
Julie Lindsay (PE/International) – Member-at-Large
Margot Beech Kennedy (ON) – Member-at-Large
Adam Lawlor (AB)
Kimberly Grant (NS)
Sarah Kharboutly (ON)
Joy Henshaw (NS)
Anna Kambarami (NT)
Annagretha Kambaram (ON)

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). Members of the Chapter Executive introduced themselves and their respective roles on the Executive.

2. Acceptance of Agenda

- a. A copy of the 2023 AGM Agenda was previously sent to Chapter members in an e-mail. Belinda Josephson moved the acceptance of the 2023 Agenda, and Anne Madore seconded the motion. Carried.

3. Approval of Minutes (AGM, May 22, 2022)

- a. The 2022 AGM Minutes were shared previously with Chapter members. Janice asked for any additions, corrections, or revisions and none were noted. Lisa Cheyne-Zanyk moved acceptance of the 2022 AGM Minutes and Julie Lindsay seconded the motion.

4. Business Arising from the Minutes

- a. No business arising from the minutes.

5. President's Report

- a. Janice presented the President's Report with the following highlights.
- b. There are 657 members of the School Counsellors Chapter. This is an increase of 100 members from the previous year.
- c. The Chapter Executive held six meetings and an additional four subcommittee meetings for special projects and initiatives.
- d. Janice attended scheduled CCPA Chapter Presidents meetings throughout the year and received updates from CCPA.
- e. Canadian School Counselling Week was held February 6 – 10, 2023. The week was recognized in the House of Commons by Patricia Lattanzio, Member of Parliament, Saint-Leonard-Saint-Michel, Quebec. Janice thanked CCPA National Office and Impact Public Affairs for their support in promoting Canadian School Counselling Week.
- f. Two goals from a Strategic Planning Session held May 19, 2022 were to conduct a survey of Chapter members and to explore the possibility of hiring a Co-Op university student to work on some of the Chapter initiatives. An Acadia University Co-Op Student (Aya Nakamoto) was hired to update the Environmental Scan of School Counselling in Canada and Janice supervised the Co-Op work term from January 2 to April 14, 2023.
- g. The possibility of establishing an "affiliate" Chapter membership was explored.
- h. Janice moved acceptance of the President's Report. Motion seconded by Belinda. Carried.

6. Treasurer's Report

- a. Julie Lindsay presented the Treasurer's Report. The closing balance on May 1, 2023 is \$30,635.50. Julie moved acceptance of the Treasurer's Report. Seconded by Lisa. Carried.

7. Canadian School Counselling Week Report

- a. Janice presented highlights from the Canadian School Counselling Week Report. The goal is to increase public awareness about the school counselling profession in Canada.
- b. Social media and electronic resources have increased over the years and branding was refreshed last year by CCPA National Office and Impact Public Affairs.
- c. On May 30, Janice will meet with Lindsey Thomson (CCPA Director of Public Affairs) to begin plans for 2024 Canadian School Counselling Week that will be held February 5 – 9, 2024.
- d. Janice moved acceptance of the Canadian School Counselling Report. Seconded by Julie. Carried.

The above reports in full are available on the CCPA School Counsellors Chapter website under "Reports."
<https://www.ccpa-accp.ca/chapters/school-counsellors-chapter/>

8. Election of Officers (two-year term)

- a. Margot Beech Kennedy reviewed the available two-year term Executive positions on the Chapter Executive (President, Vice President, Secretary, three Member-At-Large positions).
- b. A call was made for nominations of President. No nominations. Margot requested those in attendance to approve Janice Graham-Migel continue as President for another term. Request approved. Janice acclaimed as President.
- c. A call was made for nominations of Vice President. Melissa Falconer put forward her name for Vice President. No further nominations. Melissa acclaimed as Vice President.
- d. A call was made for nominations of Secretary. No nominations. Secretary position vacant.
- e. A call was made for three Member-At-Large positions. Anne Madore, Margot Beech Kennedy, and Adam Lawlor put forward their names for Member-At-Large. Anne, Margot, and Adam were acclaimed in Member-At-Large positions.
- f. Upon further discussion about the Secretary position not being filled, Julie Lindsay said she would take on the Secretary position if someone would move to the Treasurer position. Lisa Cheyne-Zanyk (Past President) said she would take on the Treasurer position so that Julie could move to Secretary. It was noted that the Chapter Executive members with signing authority on cheques are Janice, Belinda, and Lisa. Janice moved that Julie move to the Secretary position and Lisa move to the Treasurer position for a two-year term. Seconded by Belinda. Carried.

9. Date of Next AGM

- a. Janice indicated the next School Counsellors Chapter AGM will be held in Charlottetown during the 2024 CCPA conference (May 30 – June 2, 2024).

10. Other Business

- a. No other business.

11. Next Chapter Executive Meeting

- a. The next Chapter Executive Meeting with the new Executive will be held on June 12, 2023, at 7:00 p.m. (EST), via Zoom.

12. Adjournment

- a. Belinda made a motion to adjourn the AGM. The meeting adjourned at 1:00 p.m. (EST).

Minutes submitted by:

Melissa Falconer, MEd (Counselling)

Secretary

CCPA School Counsellors Chapter