



December 12, 2023

Capital District Counseling Association Executive Board Meeting

Welcome
Call to Order: 10:12am

CDCA OFFICERS

2023-2024
PO Box 50153
Albany, NY 12205
cdcany.org

Acting President/Past President:

Katie Lesko
katiecooneylesko@gmail.com

President Elect:

Sage Fulgan
sfulgan@brunswickcsd.org

VP of Professional Development:

Trish Poupore
patricia.poupore@gmail.com

Co-VP of Communications:

Katelyn Baker & Shanell Brown
bakerk@apcsd.org;
shanellcb@gmail.com

Treasurer:

Kimberly Leva
levak@scolonie.org

Membership:

Colleen O'Flaherty
chlor1982@aol.com

Chair of Committees:

Paige Collins
collip3@gmail.com

Secretary:

Alicia Caldara
acaldara@albany.k12.ny.us

I. Vote on Meeting Minutes from November Meeting Alicia Caldara - Secretary

- Motion Sage, Kimberly Second

II. Executive Board Member Reports

A. Vice President of Professional Development - Trish Poupore

1. Winter Program Review
 - Very successful!
 - 28 in attendance
 - Speaker and location was great
 - Shaker Ridge was very easy to work with
 - Could be seen repeating in the future - was a really great topic, will always be growing and expanding
 - 2 years ago -
 - Heavy appetizers vs dinner was a difference
 - Adjusting speaker time could make an adjustment - after time for socialization
 - Winter Program Wrap Up -
 - Reimbursement: For the Bar tab, raffle prizes - is there a reimbursement form?
 - Kimberly didn't see a form, but keeps notes and documentation
 - Checks sent to PO Box -
 - Kimberly will process over the next few days
 - Raffle ticket cash, new membership payment → will get to Kimberly
2. February Mixer - With NYSSCA
 - Coordinating with Janelle at Fort Orange during National School Counseling Week 2024
 - Scheduling on Thursday, February 8th
 - Splitting food costs - Pizza/Dessert, drinks
3. June Business Meeting
 - January Planning meeting to think about this

B. Membership - Colleen O'Flaherty

1. Current Membership -
 - 70 members currently
 - Kimberly will send Colleen names/schools of received checks for membership payments

C. Chair of Committees - Paige Collins

1. Any committee updates
 - Kathleen/Julie - Retiree's
 - Reading to Elementary Students, then giving them copies of the books they are reading
 - Megan / Elementary
 - Day of Sharing - information will be coming
 - Scholarship - Melissa
 - \$1,000 scholarships:
 - (a) Two year (Local college)
 - (b) Transfer Student Scholarship (local two year school to local four year school)
 - (c) 4 year Scholarship (Local college)
 - \$2,500 scholarship
 - (a) First Gen Scholarship
 - Applicants who applied, but didn't get the award, received \$5 gift card to Barnes and Nobles
 - Motion to approve amounts:
 - Kimberly motion, Colleen Second
2. Committee Chairs
 - Email drafted, will be inviting to January Planning Meeting

D. President Elect - Sage Fulgan

- CDCA Sponsoring the Trades Fair at Tamarac High in March
 - Asking for \$400-\$500 to help offset food costs
- Board will review and vote and January

E. VP Communications - Katelyn and Shanell

1. Newsletter - After the holiday, another newsletter
 - Mid-End January
 - Highlight Winter Program
 - (a) Admin feedback from attendance
 - College of St. Rose closure
 - February Mixer
 - Remind people about National School Counseling Week
 - (a) Potentially include a Counselor's Corner, and reference ASCA's week of activities
 - Include information for Counselor of the Year
 - New FAFSA Information
 - Retiree's reading to students
 - NYSSCA Counselor of the Year
 - Another one in April, can lead up to June Business Meeting

F. Treasurer - Kimberly Leva

1. Accounts
 - Checking: will have update next month
 - Fidelity: will have update next month
2. Bill to renew PO Box:
 - Renew for 12 months at a time
3. Insurance - Chubb
 - Renew annually
4. PayPal
 - Will make sure can get in to account

III. President's Report - Katie Lesko

A. President Report:

1. Counselor of the Year

- Counselor needs to be a member by February 1

- *Recognition Criteria*

(a) Nominees should maintain the highest standards of their profession and be model citizens of their school community and the community at large. They must demonstrate leadership in their professional field while demonstrating exemplary knowledge and skill in the following areas:

- (i) Program development*
- (ii) Collaboration*
- (iii) Contribution to their profession*

B. January Board Planning Meeting

1. January 27, 2024

- Start at 10:00am for planning

IV. Old Business

A. None

V. New Business

A. Business Meeting Planning

B. Board Meeting Planning

VI. Adjourn

- 11:27am