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Series C: Council for Initiatives in Jewish Education (CIJE). 1988–2003.

Subseries 1: Meetings, 1990–1998.

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Staff meetings. Minutes and assignments, April 1995-June 1995.

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**CIJE STAFF MEETING TELECON  
AGENDA  
APRIL 11, 1995**

- I. Association of Colleges of Jewish Education**
- II. Virtual College**
- III. Summer 1995**
  - Virtual College of Trainers
  - Goals Coaches
  - evaluation people
  - will these all be the same people
- IV. Colleges of Higher Education**
- V. CIJE Annual Report to the Board/November Meeting**
- VI. Matrix**
- VII. Board Meeting/Steering Committee Meeting**
- VIII. Taxi Policy**

**MINUTES:** CIJE STAFF TELECON  
**DATE OF MEETING:** APRIL 11, 1995  
**DATE MINUTES ISSUED:** APRIL 12, 1995  
**PARTICIPANTS:** Gail Dorph, Alan Hoffman, Barry Holtz, Virginia F. Levi,  
Robyn Mencher, Debra Perrin (sec'y), Nessa Rapoport  
**COPY TO:** Morton L. Mandel

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### **I. Assignment Sheet - 3/27/95 Meeting**

Assignment

Reviewed assignments from previous meeting. All have been completed excepting the camper calls by GZD. GZD and BWH will split the MEF camper calls. We are calling all board members who have not actively said no to attending the meeting. Those who will not be in attendance will receive, with a follow-up letter, all board meeting documents not mailed in advance.

### **II. Board Meeting/Steering Committee Meeting/Executive Committee Meeting**

#### **A. MATERIALS FOR MAILING TO STEERING COMMITTEE**

1. Cover Memo - VFL will update last year's version to use in this year's mailing.
2. Matrices - All domain matrices will go out together to each Chairperson. Attached will be a note stating:

"...CIJE staff has developed a more detailed version of the Work Plan including a time table. I'm sure you will want to pay special attention to our particular focus on page \_\_\_\_\_. Enclosed is the entire document for your information. We won't have a chance to discuss this at the Steering Committee meeting, but let's plan on discussing it afterward."

Richard Shatten and Steve Hoffman will each receive a copy of the matrixes along with a note to the same effect from ADH.

#### **B. STEERING COMMITTEE AGENDA**

- |    |   |     |
|----|---|-----|
| 1. | Master Schedule Control   | MLM |
| 2. | Minutes and Assignments   | VFL |
| 3. | MEF   |     |
|    | a. Preliminary Data on Educational Leaders from CIJE Study of Educators | EG  |
|    | b. Development of Evaluation Capacity                                   |     |
|    | 1. Module for a Local Study of Educators                                | AG  |
|    | 2. Creating Evaluation Capacity for Communities                         | ADH |

- |    |   |     |
|----|---|-----|
| 4. | CIJE and Affiliated Communities Criteria and Guidelines | GZD |
| 5. | Board Meeting Review                                    | MLM |

### C. STEERING COMMITTEE LIST

The only change to the Committee Assignment List will be Rabbi Isadore Twersky whose name will be listed under Content and Program, followed by (also, Building the Profession). If there are additional changes to be made, please notify DSP.

### D. EXECUTIVE COMMITTEE MEETING

Assignment

ADH and VFL will discuss materials for distribution at the meeting.

### E. COMMITTEE MAILINGS

1. Building the Profession - content is fine
2. Community Mobilization - will be mailed without an agenda
3. Content and Program is out
4. MEF - Gail will complete

In the books all 4 committee update reports will be enclosed without cover letters.

### F. FACT BOOKS

1. Table of Contents
2. Minutes
3. Reports
  - a. Press Chart
  - b. CIJE Update
4. Committees
  - a. Building the Profession
  - b. Community Mobilization
  - c. Content and Program
  - d. MEF
5. Agenda
6. Reform Judaism Magazine (in pocket)

## G. BOARD MEETING AGENDA

### Assignment

GZD and BWH will put the agenda into proper form and e-mail it to ADH for a review. They will also work on a title for Gail's presentation on April 27th.

## H. LOGISTICS

### 1. Wednesday, April 26th

Still to be decided is the question of a lay leader reading. We will continue this discussion at the next Telecon.

## III. ADH/MLM Telecon

ADH reported that MLM was pleased with all of CIJE's work that he received in his packet for the telecon of April 10th. He would be happy to be kept up to date on all of the work which we produce. Please keep this in mind when you are creating documents for mailings and meetings.

## IV. April 13th Telecon

### A. AGENDA

1. Association of Colleges of Jewish Education
2. Virtual College
3. Summer 1995
  - a. Virtual College of Trainers
  - b. Goals Coaches
  - c. evaluation people
  - d. will these all be the same people
4. Matrices
5. Board Meeting/Steering Committee Meeting

## CIJE ASSIGNMENTS

NO.	DESCRIPTION	ASSIGNED TO	DATE ASSIGNED	DUE DATE
1.	Put the Board meeting agenda into proper form and e-mail to ADH.	GZD, BWH	April 11, 1995	April 12, 1995
2.	Discuss materials for distribution at the Executive Committee meeting.	VFL, ADH	April 11, 1995	April 18, 1995
3.	Complete MEF Camper Calls.	GZD, BWH	April 11, 1995	April 21, 1995

updated: April 11, 1995



**CIJE STAFF MEETING TELECON  
AGENDA  
APRIL 13, 1995**

- I. Association of Colleges of Jewish Education**
- II. Virtual College**
- III. Summer 1995**
  - Virtual College of Trainers
  - Goals Coaches
  - evaluation people
  - will these all be the same people
- IV. Matrix**
- V. Board Meeting/Steering Committee Meeting**
  - will we still be holding a staff meeting after the Steering Committee



<b>MINUTES:</b>	CIJE STAFF TELECON
<b>DATE OF MEETING:</b>	APRIL 13, 1995
<b>DATE MINUTES ISSUED:</b>	APRIL 18, 1995
<b>PARTICIPANTS:</b>	Gail Dorph, Alan Hoffmann, Barry Holtz, Virginia F. Levi, Debra Perrin (sec'y), Nessa Rapoport
<b>COPY TO:</b>	Morton L. Mandel

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### **I. Assignment Sheet - 4/11/95 Telecon**

Assignment Reviewed assignments from previous week's telecon. All assignments have been done except the completion of all camper calls. GZD and BWH will complete the remainder of their calls.

### **II. Board Meeting/Steering Committee Meeting**

Assignment DSP will verify that all materials have been sent out to those Board members attending the meeting as well as to those who will not be attending. BWH, GZD and VFL will be outlining an agenda for the Board meeting and will forward it to DSP when approved for inclusion in the Board meeting fact book. VFL will in parallel send a copy to MLM for his approval.

Assignment

#### **A. STAFF MEETING OF 4/26/95**

The CIJE staff meeting will take place following the Steering Committee meeting at 1:00 pm. The agenda for this meeting is as follows:

- |  |            |
|--|------------|
| 1. Virtual College   | Gail       |
| a. Cummings Grant  |            |
| 2. Summer Seminars: Where are we? What are current issues?   |            |
| a. Goals Coaches   | Daniel     |
| b. Virtual College   | Gail       |
| c. Training Evaluators   | Adam/Ellen |
| 3. Study of Educational Leaders Data: What are we learning from the study? Policy Implications. Should it be a policy brief? | Ellen      |
| 4. Discussion on MEF evaluation of CIJE programs   | Adam       |
| 5. Informal Education - preliminary discussion   | Adam       |

Assignment GZD will distribute the Cummings Grant information to Staff by mail in advance of the Board meeting. Anything to be put in the Chairman's notes should be sent to ADH by e-mail.

## Assignment

## B. FACT BOOKS

It was recommended that all books at the meetings be made available to the attendees to bring home. Many people like to keep materials from successive meetings in the original binders as a way of keeping materials organized. ADH will discuss this further with MLM.

## C. ATTENDANCE

We ran through the list of attendees briefly to verify those who had RSVP'd. The most current list is attached.

## D. COMMITTEE AGENDAS

After consultation with the chair, each staff person will be responsible for bringing their own committee agenda to the meeting.

## E. COMMITTEE ALLOCATION

The allocation to committees of persons not previously in attendance will be as follows:

Jim Joseph	}	Building the Profession
Raymond Bloom		
M. Rosenzweig	}	Content and Program

## F. ELLEN'S ASSIGNMENT FROM THE OCTOBER 6TH STEERING COMMITTEE MEETING

EG's assignment, to outline the issues and draft a plan for the establishment of a national database for data generated and/or collected by the CIJE, is due at the upcoming board meeting. ADH will add to the Chairman's notes that this issue will be discussed as a part of the MEF workplan already on the agenda.

## G. LAY LEADER READING

NR will call Billie Gold to ask her to briefly read a commemorative text at the evening event of April 26th.

### III. Michael Rosenzweig

Assignment  
Assignment

A decision was made regarding those people who were invited by CIJE to attend the Board/Steering Committee meetings as speakers. CIJE will offer to pay their expenses. VFL will contact M. Rosenzweig to make his reservations for hotel and airfare. DSP will send a pre-approval form to ADH for signing.

### IV. May 15th National Foundation for Jewish Culture event

ADH posed a question of whether or not he should attend a meeting with D. Friedman in Baltimore on the night of the National Foundation for Jewish Culture event at which F. Melton is being recognized. It was decided that the meeting with D. Friedman takes precedence over the NFJC event although ADH will try to be back in time for the cocktail party which follows. The content of this meeting with D. Friedman is the problem with the CIJE committee in Baltimore, funding for Jewish education in Baltimore, and the best structure to produce Jewish educational change in Baltimore.



## CIJE ASSIGNMENTS

NO.	DESCRIPTION	ASSIGNED TO	DATE ASSIGNED	DUE DATE
1.	Verify that materials have been sent to all Board members.	DSP	April 13, 1995	Done
2.	Contact M. Rosenzweig regarding hotel reservations.	VFL	April 13, 1995	April 18, 1995
3.	Send consultant pre-approval form to ADH for signing.	DSP	April 13, 1995	April 18, 1995
4.	Outline agenda for Board meeting to be included in fact books and send to MLM for his approval.	GZD, BWH, VFL	April 13, 1995	April 18, 1995
5.	Complete MEF Camper Calls.	GZD, BWH	April 11, 1995	April 21, 1995
6.	Discuss binders with MLM.	ADH	April 13, 1995	April 24, 1995
7.	Distribute Cummings Grant information to all staff by mail.	GZD	April 13, 1995	April 26, 1995

Updated: April 18, 1995

	COUNT (YES/MTG.)		15	7	12	78	42	15
ATTENDANCE TRACKING			STEERING	SEARCH	EXECUTIVE	SEMINAR	BOARD	FUNDING
REVISED 4-20-95			Wed, 4-26	Wed, 4-26	Wed, 4-26	Wed, 4-26	Thurs, 4-27	Thurs, 4-27
NAME	PHONE	CODE	9:30-12:30	1-5:30	6-7:30	7:45	9:30-3pm	3-4:00pm
Arnov, David	PH: 212-869-9700	b				YES TRY	YES TRY	YES TRY
Bader, Daniel	PH: 414-224-6464	b				NO	NO	NO
Berman, Mandell	PH: 810-353-8390	bx			YES	YES	YES	YES
Bronfman, Charles	PH: 514-878-5201	bx			NO	NO	NO	NO
Colman, John	PH: 708-835-1209	bsx	YES	YES	YES	YES	YES	YES
Corson, Maurice	PH: 614-461-8112	b				NO	YES	
Crown, Susan	PH: 312-899-5030	b				NO	NO	NO
Davis, Jay	PH: 404-696-9440	b				NO	NO	NO
Field, Irwin	PH: 310-921-3567	b				NO	NO	NO
Fisher, Max M.	PH: 313-871-8000	b				NO	NO	
Gold, Billie	PH: 212-799-3120	bx	*FROM 2-4PM		YES	YES	YES*	YES
Goodman, Charles H.	PH: 312-899-5020	b				NO	NO	
Gottschalk, Alfred	PH: 513-221-1875	b				NO	YES	
Greenbaum, Neil	PH: 312-207-3852	b				NO	NO	NO
Hirschhorn, David	PH: 410-347-7200	bx			YES	YES	YES	YES
Kaufman, Ann P.	PH: 713-461-1760	bx			NO	NO	NO	NO
Kekst, Gershon	PH: 212-593-2655	b				YES	YES	YES
Koschitzky, Henry	PH: 416-781-5545	b				NO	NO	NO
Lainer, Mark	PH: 818-787-1400	bx			NO	NO	NO	NO
Lamm, Norman	PH: 212-960-5280	b				NO	YES	
Lender, Marvin	PH: 203-397-3977	b				NO	NO	NO
Lipoff, Norman	PH: 305-579-0503	b				NO	NO	NO
Lipset, Seymour Martin	PH: 703-993-2283	b		A.M. ONLY		NO	YES A.M.	
Mandel, Morton L.	PH: 216-391-1852	bsx	YES	YES	YES	YES	YES	YES
Maryles, Matthew J.	PH: 212-667-7420	bx			NO	YES	WILL TRY	NO
Melton, Florence	PH: 614-486-2690	b				NO	NO	NO
Merians, Melvin	PH: 212-249-0100	bx			YES	YES	YES	YES
Pollack, Lester	PH: 212-632-4829	bsx						
Ratner, Charles	PH: 216-267-1200	bsx	YES	YES	YES	YES	YES	YES
Ritz, Esther Leah	PH: 414-291-9220	bsx	YES	YES	YES	YES	YES	YES
Schatten, William	PH: 404-351-5315	b				NO	NO	NO
Scheuer, Richard	PH: 212-947-9009	b						
Schorsch, Ismar	PH: 212-678-8072	b	*WILL LEAVE AFTER LUNCH.			NO	YES*	
Teutsch, David	PH: 215-576-0800	b				YES	YES	
Twersky, Isadore	PH: 232-7356	b				YES	YES	
Wishner, Maynard	PH: 312-899-5524	bx			NO	NO	NO	NO
Yanowitz, Bennett	PH: 216-696-3311	b				YES	YES	YES
Ackerman, Walter	PH:	g				YES	YES	
Bloom, Raymond	PH: 305-576-0833	g				YES	YES	
Finkel, Cheryl	PH: 404-351-7754	g				YES	YES	
Finkelstein, Allan	PH: 212-532-4949	g				NO	YES	
Fishman, Joshua	PH: 212-227-1000	g	ESTHER FISHMAN			YES + 1	YES	
Hendler, Lee	PH: 410-363-4135	g				NO	YES ?	
Hirt, Robert	PH: 212-960-5263	g				NO	YES	
Joseph, Jim	PH: 305-868-2263	g				YES	YES	
Kraar, Martin	PH: 212-598-3505	g				NO	NO	
Mandel, Jack N.	PH:	g				NO	NO	
Mandel, Joseph C.	PH:	g				NO	NO	
Mr. Michael Rosenzweig	PH:	g				YES	YES	
Rotman, Arthur	PH: 212-532-4949	g				NO	NO	
Sheingold, Dr. Carl	PH: 212-598-3530	g				YES	YES	
Zucker, Henry	Phone: 216-391-1852	g				NO	NO	
Botwinick, Chaim	PH: 410-578-6914	l				NO	NO	
Chervin, Steve	PH: 404-870-1601	l				NO	NO	
Cohen, Ruth	PH: 414-271-8338	l				NO	NO	
Fidler, Genine Macks	PH: 410-358-4934	l				MAYBE	YES	
Friedman, Darrell D.	PH: 301-727-4828	l				NO	NO	
Gellman, Jane	PH: 414-963-9196	l				NO	NO	
Meyer, Richard H.	PH: 414-271-8338	l				NO	NO	
Sarnat, David I.		l				NO	NO	

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NAME	PHONE	CODE	9:30-12:30	1-5:30	6-7:30	7:45	9:30-3pm	3-4:00pm
Stein, Louise	PH: 404-870-1608	I				YES	YES	
Vogelstein, Ilene	PH: 410-653-0909	I				NO	NO	
Dorph, Gail	PH: 212-532-2360	s	YES			YES	YES	
Gamoran, Adam	PH: 608-263-7829	s	YES			YES	YES	
Goldring, Ellen	PH: 615-322-8037	s	YES			YES	YES	
Hoffman, Stephen H.	PH: 216-566-9200	sbsx	YES	YES	YES	YES	YES	YES
Hoffmann, Alan	PH: 212-532-2360	sbsx	YES	YES	YES	YES	YES	YES
Holtz, Barry	PH: 212-532-2360	s	YES			YES	YES	
Levi, Virginia	PH: 216-391-1852	sbsx	YES		YES	YES	YES	YES
Pekarsky, Daniel	PH: 608-262-1718	s	YES			YES	YES	
Rapoport, Nessa	PH: 212-532-2360	s	YES			YES	YES	
Shatten, Richard A.	PH:	sbsx	YES	YES	YES	YES	YES	YES
Woocher, Jonathan	PH: 212-529-2000	s	YES			YES	YES	
Dr. Robert Abramson	PH:	f						
Mona Riklis Ackerman	PH:	f						
Rabbi Daniel Allen	PH:	f						
Ms. Mimi Alperin	PH:	f				NO		
Ms. Marilyn Altman	PH:	f						
Dr. Saul Andron	PH:	f						
Rabbi Ramie Arian	PH:	f						
Dr. David Ariel	PH:	f						
Dr. Steven Bayme	PH:	f				NO		
Mr. David Behrman	PH:	f				YES		
Rabbi Jack Bieler	PH:	f				NO		
Ms. Shira Breuer	PH:	f				YES		
Shoshana Cardin	PH:	f				NO		
Mr. Jerome Chanes	PH:	f						
Rabbi Zuvulun Charlop	PH:	f						
Ms. Cindy Chazen	PH:	f						
Dr. Steven M. Cohen	PH:	f	ARRIVING LATE			YES		
Dr. Norman Cohen	PH:	f				NO		
Rabbi Rachel Cowan	PH:	f						
Dr. Aryeh Davidson	PH: 212- 678-8029	f						
Dr. Carol Diamant	PH:	f						
Barbara Dobkin	PH:	f						
Dr. Sheldon Dorph	PH:	f				YES		
David Dubin	PH: 201-569-7900	f						
Ms. Andrea Dubroff	PH: 914-562-6664	f						
Mr. Aharon Eldar	PH:	f				YES		
Rabbi Joshua Elkin	PH: 617-964-7765	f				NO		
Dr. Shulamith Elster	PH: 410-578-6968	f				NO		
Mrs. Sylvia Ettenberg	PH: 212-662-3841	f				YES		
Eli N. Evans	PH: 212-935-3340	f						
Mr. Tom Freudenheim	PH:	f						
Rabbi Herbert Friedman	PH:	f						
Mr. Peter Geffen	PH:	f				YES		
Rabbi Hirsh M. Ginsberg	PH:	f						
Ms. Judith Ginsberg	PH: 212-420-0604	f				NO		
Dr. David Gordis	PH:	f				YES		
Mr. Arnold Greenberg	PH: 203-521-6208	f						
Irving Greenberg	PH: 212-867-8888	f				NO		
Mr. Sol Greenfield	PH:	f	DELORES GREENFIELD			YES + 1		
Mr. Gene Greenzweig	PH: 305-576-4030	f						
Ms. Beverly Gribetz	PH:	f				YES		
Mr. Mark Gurvis	PH:	f				NO		
Mr. Benny Hagar	PH:	f				YES		
Mr. Charles Halperin	PH:	f						
Mr. Stuart Himmelfarb	PH: 212-382-0560	f				NO		
Ms. Debby Hirshman	PH:	f		SALLY GOTTESHAM		YES + 1		

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REVISED 4-20-95			Wed, 4-26	Wed, 4-26	Wed, 4-26	Wed, 4-26	Thurs, 4-27	Thurs, 4-27
NAME	PHONE	CODE	9:30-12:30	1-5:30	6-7:30	7:45	9:30-3pm	3-4:00pm
Dr. Bethamie Horowitz	PH:	f				NO		
Carol K. Ingall	PH: 212-678-8033	f				YES		
Mrs. Rae Janvey	PH:	f				YES		
Erica Jesselson	PH:	f				NO		
Mr. Richard Joel	PH:	f				NO		
Ms. Deborah Kaplan	PH:	f						
Ms. Carolyn Keller	PH:	f				NO		
Professor Barry Kosmin	PH:	f						
Ms. Lynn Korda Kroll	PH:	f		JULES KROLL		YES +1		
Ms. Lydia Kukoff	PH:	f				YES		
Rabbi Irwin Kula	PH: 212-867-8888	f						
Ms. Alisa Kurshan	PH:	f				YES		
Ms. Eve Landau	PH:	f				NO		
Rabbi Nathan Laufer	PH:	f				NO		
Mr. Ted Lazarus	PH:	f						
Rabbi William Lebeau	PH:	f		BEVERLY LEBEAU		YES + 1		
Mrs. Sara Lee	PH: 213-749-3424	f				NO		
Ms. Stephanie Levi	PH:	f				YES		
Ms. Rachel Levin	PH:	f				NO		
Rabbi Mordechai Liebling	PH:	f						
Mr. Asher Lifsenberg	PH:	f				YES		
Haskel Lookstein	PH: 212-427-1000	f						
Rabbi Brian Lurie	PH:	f				NO		
Mr. David Mann	PH: 212-245-8200, X308	f				YES		
Dr. Daniel Margolis	PH:	f						
Rabbi Simeon J. Maslin	PH:	f						
Rabbi Rolando Matalon	PH:	f						
Professor Egon Mayer	PH:	f				NO		
Ron B. Meier	PH:	f						
Rabbi Paul J. Menitoff	PH:	f				NO		
Rabbi Joel Meyers	PH:	f						
Jack and Helen Nash	PH:	f				NO		
Rabbi Kerry Olitzky	PH:	f				NO		
Rabbi Michael Paley	PH: 212-358-6113	f						
Dr. Chaim and Adina Potok	PH:	f				NO		
Jehuda Reinharz, President	PH:	f				NO		
Mr. Alan S. Jaffe, President	PH:	f						
Rabbi Yaakov Rabinowitz	PH:	f						
Dr. Eduardo Rauch	PH: 212-678-8032	f		ISABELLE RAUCH		YES + 1		
Dr. Joseph Reimer	PH: 617-736-2996	f				NO		
Professor Shulamith Reinharz	PH:	f						
Professor Paul Ritterband	PH:	f						
George and Pamela Rohr	PH:	f						
Ms. Joan Rosenbaum	PH:	f						
Passi Rosen-Bayewitz	PH:	f				NO		
Harriet L. Rosenthal	PH: 201-736-5921	f						
Rabbi Seymour Rossel	PH:	f				NO		
Daniel Rubin	PH:	f						
Lenny Rubin	PH:	f				YES		
John Ruskay	PH: 212-836-1228	f				YES		
Professor Nahum Sarna	PH:	f				NO		
Dr. Lifsa Schachter	PH:	f						
Mr. Philip Schatten	PH: 201-489-6400, x-1	f		CHERYL FISHBEIN		YES +1		
Dr. Carl Scheingold	PH: 212-598-3530	f				YES		
Dr. Gary Schiff	PH:	f				NO		
Dr. Alvin Schiff	PH: 516-766-8274	f						
Mr. Mac Schwebel	PH:	f						
Mr. Daniel S. Shapiro	PH:	f						
Rabbi Steven Shaw	PH:	f		DAVID SZONYI		YES +1		
Mr. Scott Shay	PH:	f				NO		
Mr. Robert Sherman	PH:	f						

ATTENDANCE TRACKING			STEERING	SEARCH	EXECUTIVE	SEMINAR	BOARD	FUNDING
REVISED 4-20-95			Wed, 4-26	Wed, 4-26	Wed, 4-26	Wed, 4-26	Thurs, 4-27	Thurs, 4-27
NAME	PHONE	CODE	9:30-12:30	1-5:30	6-7:30	7:45	9:30-3pm	3-4:00pm
Dr. Susan Shevitz	PH:	f						
Ms. Roanna Shorofsky	PH:	f						
Mr. Barry Shrager	PH:	f				YES		
Mr. Richard Siegel	PH: 212-629-0500	f		JEANNE SIEGEL		YES + 1		
Rabbi David Silber	PH:	f		DVORA STEINHETZ		YES + 1		
Rabbi Allen Silverstein	PH:	f						
Mr. Richard Sipser	PH: 415-751-6983	f						
Ms. Virginia Slifka	PH:	f				NO		
Mr. Stephen Solendar	PH:	f				NO		
Dr. Jeffrey Solomon	PH: 212-836-1740	f				NO		
Dr. Eliot Spack	PH: 212-268-4210	f		BARBARA SPACK		YES + 1		
Dr. Elliot Spiegel	PH:	f						
Ms. Radine Spier	PH:	f						
Ms. Carol Starin	PH:	f						
Rabbi Jacob Staub	PH:	f				NO		
Mr. Michael Steinhardt	PH:	f				NO		
Dr. Devora Steinmetz	PH:	f						
Ms. Susan Stern	PH:	f						
Mr. Stanley Strauss	PH:	f				NO		
Rabbi Daniel B. Syme	PH:	f						
Margery Tabankin	PH:	f				NO		
Ms. Nicki Tanner	PH:	f						
Margaret W. Tishman	PH: 212-860-7541	f						
Rabbi Gordon Tucker	PH:	f						
Professor Saul Wachs	PH:	f		DR. BARBARA WACHS		YES + 1		
Mr. Howard Wasserman	PH:	f						
Sally Wertheim	PH:	f				NO		
Rabbi David Woznica	PH:	f				NO		
Rabbi Eric Yoffie	PH:	f				NO		
Rabbi Joel Zaiman	PH:	f				NO		
Mr. Larry Ziffer	PH:	f						
Rabbi Sheldon Zimmerman	PH:	f						

**CIJE STAFF MEETING TELECON  
AGENDA  
APRIL 18, 1995**

9

- I. Association of Colleges of Jewish Education**
- II. Summer 1995**
  - Question: Add people from Seattle, Hartford, San Francisco?
- III. Virtual College**
- IV. Board Meeting/Steering Committee Meeting**
  - Lee Hendler
  - additions to Chairman's notes
  - D. Sarnat
- V. Gail's List**
- VI. Pekarsky Telecon Minutes**



**MINUTES:****DATE OF MEETING:****DATE MINUTES ISSUED:****PARTICIPANTS:****COPY TO:**

CIJE STAFF TELECON

APRIL 19, 1995

APRIL 25, 1995

Gail Dorph, Alan Hoffmann (in Israel), Barry Holtz,  
Virginia F. Levi, Debra Perrin (sec'y)

Morton L. Mandel, Nessa Rapoport, Robin Mencher

**I. Assignment Sheet - 4/11/95 Telecon**Assignment  
Assignment  
Assignment

Reviewed assignments from previous week's telecon. Assignments 1 - 4 have been completed (attached). BWH and GZD are still placing camper calls. GZD is sending Cummings Grant information to full staff today. ADH will speak to MLM regarding board members bringing fact books home. Billie Gold has accepted NR's invitation to do a commemorative reading at the Sarna Seminar.

**II. Board Meeting/Steering Committee Meeting****A. ATTENDANCE**

Current RSVP'd attendance is as follows:

Steering Committee	15
Search Committee	7
Executive Committee	12
Sarna Seminar	80
Board Meeting	42
Funding Meeting	15

Discussion was held over why there has been a bigger turnout for the seminar than the October meeting. Factors which seem to play a role are the timing of mailings, greater familiarity with CIJE, and J. Sarna as a draw.

**B. COMMITTEE ALLOCATION**

Assignment

Walter Ackerman will attend the Building the Profession Committee. GZD will call him and go over the agenda. She will also remind him that his attendance at the Board meeting is as a member of our staff. Carl Sheingold will attend the Community Mobilization Committee.

### C. AGENDA

Assignment

It was decided that we will leave both Lee Hendler and Lester Pollack's names on the Board Meeting agenda despite the fact that they have both RSVP'd that they will not be attending. ADH will call Lee Hendler to try and convince her to attend.

### D. ADDITIONS TO CHAIRMAN'S NOTES

Assignment

Following GZD's introduction, talk and summary, MLM will raise a question to begin the discussion. GZD will e-mail an appropriate question to ADH to be enclosed in the Chairman's notes. It will be something like "what would it take for North America to organize itself to be able to deliver..." DSP will forward a copy of the Swados and Sarna bio's to ADH for inclusion in Chairman's notes.

Assignment

### E. LOGISTICS

Assignment

BWH will discuss with DNP the time allotments for discussion and introduction of M. Rosenzweig.

### F. BOARD MEMBERSHIP

Discussion was held regarding the recent developments at CJC in Atlanta. Steve Berman will take over as CJC President after Bill Schatten leaves. D. Sarnat is unhappy with Bill Schatten. There is no protocol for removing Board members, though poor attendance might be an acceptable cause.

## III. Summer 1995

### A. GOALS COACHES

There will be a summer seminar for goals coaches. A number of the people we hoped would participate have said yes. DP, BWH, and GZD will work to include people from Seattle, Hartford, and San Francisco. Those discussed were as follows:

#### Seattle

S. Weinberg  
D. Kerdeman  
B. Huppin

#### San Francisco

N. Tamlar

#### Hartford

Gerber  
Margolis (Boston)  
Shapiro (Boston)

## Assignment

After the Steering Committee meeting GZD and BWH will begin calls to these communities.

**IV. D. Pekarsky Telecon**

The Pekarsky telecon of April 18 included a discussion of planning something between CIJE and Harvard's Philosophy of Education Research Center and its Mandel Program for creating goals oriented institutions. We are looking into planning a seminar for late fall and having the goals coaches participate. This would give us some sense of the institutions that we would like to work with in 1996. Our focus would have to connect three levels: 1) the Principals seminar and last year's attendees, 2) lay people, and 3) a Principals seminar for new people in which we could include a practical aspect.

**V. Association of Colleges of Jewish Education**

ADH reported on his meeting with the Association of Colleges of Jewish Education. Initial reception was hostile, but this attitude changed to one of consideration as the meeting progressed. There were two possible interpretations of their response: 1) this could have huge potential and good things could come to them from it, or 2) all they want is money to bolster what they already have going. They did realize that there is a mutuality of interests. We need colleges for local work and they need to bring their work to a national level to become funded nationally. The meeting ended very positively.

GZD and ADH will be visiting the colleges in Boston, Baltimore, and Cleveland to prepare for the next Association of Colleges of Jewish Education meeting on May 30. This begins an important conversation opening the issue of training institutions and puts the denominational institutions on alert that something serious is going on here.

## CIJE ASSIGNMENTS

NO.	DESCRIPTION	ASSIGNED TO	DATE ASSIGNED	DUE DATE
1.	Contact M. Rosenzweig regarding hotel reservations.	VFL	April 13, 1995	Done
2.	Send consultant pre-approval form to ADH for signing.	DSP	April 13, 1995	Done
3.	Outline agenda for Board meeting to be included in fact books and send to MLM for his approval.	GZD, BWH, VFL	April 13, 1995	Done
4.	Complete MEF Camper Calls.	GZD, BWH	April 11, 1995	April 21, 1995
5.	Discuss binders with MLM.	ADH	April 13, 1995	April 24, 1995
6.	Distribute Cummings Grant information to all staff by mail.	GZD	April 13, 1995	April 24, 1995
7.	Call Walter Ackerman to discuss agenda of Building the Profession committee.	GZD	April 19, 1995	April 24, 1995
8.	Call Lee Hendler to convince her to attend the board meeting.	ADH	April 19, 1995	April 24, 1995
9.	Outline questions to begin discussion following GZD presentation at the board meeting and e-mail to ADH.	GZD	April 19, 1995	April 24, 1995
10.	Forward a copy of the Swados and Sarna bio's to ADH for inclusion in Chairman's notes.	DSP	April 19, 1995	April 24, 1995
11.	Discuss time allotments for introduction and discussion with D. Pekarsky.	BWH	April 19, 1995	April 24, 1995
12.	Begin calls to new communities regarding a seminar for goals coaches.	GZD, BWH	April 19, 1995	April 27, 1995

updated: April 25, 1995

**CIJE STAFF MEETING  
AGENDA  
APRIL 26, 1995**

- |  |       |
|--|-------|
| <b>I. Virtual College</b>  |       |
| a. Cummings Grant  | GZD   |
| <b>II. Summer Seminars: Where are we? What are current issues?</b>   |       |
| a. Goals Coaches   | DP    |
| b. Virtual College   | GZD   |
| c. Training Evaluators   | AG/EG |
| <b>III. Educational Leader Materials: What are we learning from the study? Policy implications. Should it be a policy brief?</b> | EG    |
| <b>IV. Discussion on MEF evaluation of CIJE programs</b>   | AG    |
| <b>V. Informal Education</b>   | AG    |

*book*

**STAFF MEETING NOTES: APRIL 26, 1995**

present: Gail Dorph, Adam Gamoran, Ellen Goldring, Barry Holtz, Ginny Levi (for a part), Dan Pekarsky, Bill Robinson (by phone)

The purpose of the meeting was to

1. share information and make sure that we were all up to date on CIJE projects and initiatives
2. to discuss the evaluation component of these projects
3. to move ahead in the discussion of CIJE and informal education/educators

One of the things that became clear again was that our internal communication is not yet what it needs to be. Too much time had to be spent on explanation of the Cummings Grant and the Virtual College idea and of the Goals seminar this summer. Some of it was due to lack of informational communication (that would account for the lack of knowledge about goals project). Since Cummings Grant had been distributed in writing, I think the problem there was the confusion of the concept Virtual College (the big picture) and the Cummings Grant (one project that is part of the big picture).

One organizational suggestion that was made: Danny should include Adam, Ellen and Bill on e-mail communication that has to do with the Goals Project and MEF team should include Danny on their e-mail communication roster.

I'm wondering if better than that would be a bi-weekly e-mail assignment for every domain summarizing what's going on in each. Perhaps that's more efficient than copying everyone on all this other stuff which may not get read because of the pace and detail of some of the communications.

**Virtual College:**

Suggestions about the project itself: think through the relationship of goals and goals coaches to leadership seminars and mentor-trainer program.

Include in first cohort principals as well as central agency personnel otherwise we may fall into the "same scene" that currently exists, top down-central agency delivered models not particularly tied to institutional contexts.

Bill will attend the planning sessions May 31 and June 1 so that MEF will be in at beginning of formal planning and training process. MEF will monitor process and evaluate outcomes. Although CIJE has not yet given MEF team specific written goals, it is clear that we expect those who participate in the program to engage in

the planning and delivery of professional development opportunities either at institutional and communal level and that we have ideas about the elements of educational practice that ought to characterize their work. Gail and Barry will actually write up specific goals for the project after the two day consultation.

#### **Goals Coaches:**

A suggestion was made about content of seminar: issue of taking stock and creating base line data needs to be folded in to content of the seminar and needs to be part of the process of creating goals and linking them to practice and seems to be a prerequisite to engaging in this project institutionally.

Bill will attend the seminar for coaches to be held July 30 to August 2 in Cleveland.

Since we do not necessarily expect everyone who comes to seminar to become an institutional goals coach, the question of what needs to be evaluated generated a discussion of a variety of option:

- a. community seminars (for example: there has been a four session seminar in Milwaukee Dan has run --no MEF component has been part of it)
- b. training seminar for goals coaches at end of July
- c. institutional goals process starting when they begin to work toward creation of goals
- d. institutional goals process starting when they are trying to implement "new vision and goals"

After some discussion, it was agreed that given our approach, it would not be appropriate to begin at point d. C and D are definitely on the docket --that is, CIJE will definitely become involved in an evaluation process at the point when institutions commit to taking on a goals coach and begin to engage in creating goals and linking them to practice. A and B still need to be discussed.

Adam also suggested a strategy that we might want to think about an evaluation strategy by which three groups could be compared: those who participate in the community seminars but elect not to continue; those who participate in community seminars and elect to continue; and those who do neither.

Clearly the issue of the role and nature of evaluation and the goals project has not yet been resolved. MEF will prepare two memos on evaluation options: one for goals project and one for Cummings grant. Staff will then need to review memos and decide on the direction that the evaluations of these project will take.

## **Community Mobilization:**

Nessa raised the "stepchild" nature of community mobilization in the creation and implementation of all of our projects to date. Her sense is that community mobilization is not integral to our planning and continues to be an afterthought in terms of:

- who needs to know what
- when do they need to know it
- by what means should they get the info needed
- how is information about any of our products or programs disseminated to larger audience than the "who needs to know" for purposes of funding and carrying out the program

Example: at Goals Coaches seminar, should there be a half day open to lay leaders in Cleveland?

Example: what's our ongoing communication with Harvard participants like? how have we used them to continue the community mobilization stuff?

Her sense: as long as community mobilization gets shunted off into "a project for Nessa" rather than integrated into each and every aspect of the work, it will not happen properly.

Needs further discussion and some strategizing if we are to take any serious action.

## **Informal Education:**

Adam's feeling is that we need to address informal ed from a different perspective than formal ed. and his suggestion was that we look at the issue of settings.

We then generated a list of settings in which informal education takes place: camps, cultural arts programs, youth groups, Israel trips, retreats, college campuses, family and adult ed in synagogues and JCC's. As we continued our work, we found that this particular while interesting did not move along the question of "learning more about building the profession" of informal Jewish education.

Danny then suggested that we look at the people doing the work who were in "director" type positions. The list we generated included:: camp directors, directors of youth program opportunities, Israel trip leaders, retreat programmers, museum educators, family education programmers, synagogue programmers, Hillel professionals and perhaps program directors, JCC Jewish educators.

Question: What should be the nature of this study of informal education? Is it comparable to our study of formal educators? That is, are we asking, who is the

formal Jewish educator and based on that knowledge hoping to create a plan for "building the profession" of the informal Jewish educator? If so, then the last list we made may be a promising way to begin thinking about the questions we need to be addressing. We need to clarify our goals with regard to this study before we can even bring the issue to our steering committee. Again today, we got to this agenda item at the very end of our meeting, allowing only a half hour for our deliberation. This needs more staff time devoted to the issue. Perhaps a way to go might be to convene a very select group of the top professionals in the informal realm and add them to our group for purposes of this discussion.



**MINUTES:** CIJE STAFF MEETING  
**DATE OF MEETING:** MAY 1, 1995  
**DATE MINUTES ISSUED:**  
**PARTICIPANTS:** Gail Dorph, Alan Hoffmann, Barry Holtz, Robin Mencher, Debra Perrin (sec'y), Nessa Rapoport  
**COPY TO:** Sheila Allenick, Adam Gamoran, Ellen Goldring, Virginia Levi, Morton Mandel, Daniel Pekarsky

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**I. Assignment Sheet - Steering Committee Meeting, 4/26/95 and Debriefing Meeting, 4/27/95**

Assignment Looked at assignment sheet from VFL but did not discuss. We will look into these at our next staff meeting, Thursday, May 4. It has been decided that AG, EG, and DNP should all be receiving copies of staff meeting minutes.

**II. Board Meeting/Steering Committee Debriefing**

**A. JUNE 8, 1995 STEERING COMMITTEE**

Regarding the topic of new communities, what was the directive that we gave to the steering committee? It seemed unclear and will have to be put forth more concisely at the June meeting with a formulated explanation of what specifically is required of the new communities. This should be dealt with in writing as well. Formulation of this topic could change the direction of the steering committee conversation. Issues of structure must be dealt with as well. Staff felt that some of the conversation was unclear and certain issues were never decided. This will be discussed in further detail at the staff meeting on May 4.

Assignment Pertaining to EG's presentation to the steering committee, a decision must be made regarding educational leadership. NR will prepare a document regarding the study. EG needs to make a strong case for what the state of the art is in administrative training.

For the June meeting, we promised to bring a design for the evaluation capacity budget to the steering committee for discussion.

**B. APRIL 26, 1995 STAFF MEETING**

Assignment April 26 staff meeting notes were taken by staff and will be collected by GZD for compilation. DSP will contact AG, DNP, and EG about sending copies via e-mail by May 4. The focus of the staff meeting was MEF evaluation of CIJE projects including MEF evaluation of training goals coaches and of the virtual college. The issue of informal education is extremely complicated and must be discussed

and planned for well in advance of the June meeting. We also must consider who will be taking the ball for this. The question to be on the next steering committee agenda is "How do we study Informal Education."

### C. EXECUTIVE SEARCH UPDATE

ADH reported on the executive search process. Phillips Oppenheim has looked at 150 candidates in order to find a replacement for the CIJE Executive Director. So far there is no candidate who seems right for the position although many of the candidates are appropriate for work in the field of Jewish Education. Yet, none of them have a strong enough background in either judaica or education. We may want to begin a version of the Jerusalem Fellows program with some of these individuals.

The mandate of Phillips Oppenheim is being restructured per the suggestion of the search committee. ADH will now work more closely with Phillips Oppenheim to identify names of 6 or 7 people who could potentially run CIJE and he and Phillips Oppenheim will decide on a proper method to recruit them. This will not be the usual suspects list. ADH will enlist the help of the professional staff for possible names. A potential list of names mentioned were those who did not end up as the President of HUC-JIR.

### D. APRIL 25, 1995 BOARD SEMINAR

#### Assignment

Following up on the board seminar NR will send out letters to Elizabeth Swados and Jonathan Sarna to thank them for their part in the success of the evening. We will also send a letter to all those who attended stating "...we are so glad you could be with us at this very powerful... We will be publishing J. Sarna's paper..."

#### Assignment

NR will also follow up on publishing the Sarna paper. We should get this out quickly but will have to research the cost of an outside typesetter. NR and ADH will meet to map out the budget, quality, and design of the paper.

### E. LOGISTICS OF THE APRIL 26 - 27, 1995 MEETINGS

Questions/ideas from the briefing session:

Are two consecutive days of meetings too taxing for our board? We cannot create a three day meeting or we will meet with diminishing returns.

Possible organization of the next board meeting:

1. An orientation/dinner at the next board meeting for our new lay person

attendees

2. Separate steering committee and board meetings
3. Separate steering committee and executive committee meetings.

7  
S.C. Time?

#### Assignment

By July 1 we will need a design for the November board seminar. A design for the day should be finalized in June. ADH, NR and BWH will arrange a meeting with Ted Sizer about speaking at the seminar. We will also look into a new meeting space for the seminar, possibly exploring use of the Jewish Museum, UYA space, or Jewish historical spaces in NYC.

#### F. LAY LEADERSHIP

Lynn Kroll is a good possibility for a lay leadership addition to the board and NR has good access to her. With our current decision to add lay leadership to the board we will also have a major opportunity to add new people to our committees.

#### G. FUTURE BOARD MEETING PLANNING

Generic backward maps are being created by RJM and DSP to use at all future board and steering committee meetings.

### III. Ackerman Papers

Walter Ackerman and his papers should be at the next Steering Committee meeting. The topics of these papers are 1) the structure of Jewish education and 2) regional training institutions. Ackerman will be invited to CIJE on May 11 to discuss this further.

### IV. Woocher Document

The Woocher document entitled "Toward a 'Unified Field Theory' of Jewish Continuity," could be the topic of our first brown bag luncheon seminar. This will be added to the agenda of the May 4 staff meeting for discussion of such variables as frequency, list of possible attendees, and assigning a staff member to be in charge of seminar organization.

### V. Summer

Our upcoming calendar is as follows:

Wednesday, May 31 from 9:00am - 9:00pm } Thursday, June 1 from 9:00am - 5:00pm }	Virtual College Planning Team meetings
Sunday, June 11	Research Conference at Stanford GZD & ADH
July 9 - 13	Cummings Mentor Trainers in Cleveland
July 17 - 20	Brandeis CJF Planners staff: Woocher, Chevitz, Shrage, BWH
July 30 - August 2	Goals Coaches Cleveland
August 13 - 17	CAJE
August 25	Steering Committee Meeting
August 28 - 29	Community Planning Seminar

Attached is a blank calendar which we will use for CIJE meetings and staff vacations.  
Assignment Please use it to mark your vacation time and return it to DSP for staff records.

## VI. Matrix

By October we should have the matrix level of detail for our 1996 Workplan. We are continuously adding to our work load but should not make the mistake of making new additions without replacing old projections. The workplan is our guess at how much work we have for the year in total. When something new is added, something old must be removed. We need to spend more time thinking about how to organize our time on a professional level. Professional staff will plan a retreat (DNP included) in order to organize and plan for the future.

## CIJE ASSIGNMENTS

NO.	DESCRIPTION	ASSIGNED TO	DATE ASSIGNED	DUE DATE
1.	Complete MEF Camper Calls.	GZD, BWH	April 11, 1995	Done
2.	Discuss binders with MLM.	ADH	April 13, 1995	Done
3.	Distribute Cummings Grant information to all staff by mail.	GZD	April 13, 1995	Done
4.	Call Walter Ackerman to discuss agenda of Building the Profession committee.	GZD	April 19, 1995	Done
5.	Call Lee Hendler to convince her to attend the board meeting.	ADH	April 19, 1995	Done
6.	Outline questions to begin discussion following GZD presentation at the board meeting and e-mail to ADH.	GZD	April 19, 1995	Done
7.	Forward a copy of the Swados and Sarna bio's to ADH for inclusion in Chairman's notes.	DSP	April 19, 1995	Done
8.	Discuss time allotments for introduction and discussion with D. Pekarsky.	BWH	April 19, 1995	Done
9.	Begin calls to new communities regarding a seminar for goals coaches.	GZD, BWH	April 19, 1995	April 27, 1995
10.	Add AG, EG, and DP to list of cc's for staff meeting minutes.	DSP	May 1, 1995	Done
11.	Prepare document regarding the issue of educational leadership for discussion by staff.	NR	May 1, 1995	
12.	Compile staff notes from 4/26/95 meeting.	GZD	May 1, 1995	May 4, 1995
13.	Send thank you letters to Liz Swados and Jonathan Sarna for the success of the board seminar.	NR	May 1, 1995	May 5, 1995
14.	Meet to discuss publishing the Sarna paper.	ADH, NR	May 1, 1995	
15.	Arrange a meeting with Ted Sizer about speaking at the next board meeting	ADH, BWH, NR	May 1, 1995	
16.	Fill out staff calendar and return to DSP.	Staff	May 1, 1995	

updated: May 4, 1995

**CIJE STAFF MEETING  
AGENDA  
MAY 3, 1995**

- I. Summer Vacation Schedule**
- II. Virtual College**
  - a. Cummings Grant
- III. Summer Seminars: Where are we? What are current issues?**
  - a. Goals Coaches
  - b. Virtual College
  - c. Training Evaluators
- IV. Educational Leader Materials: What are we learning from the study? Policy implications. Should it be a policy brief?**
- V. Discussion on MEF evaluation of CIJE programs**
- VI. New Communities Document**
- VII. Overwork**
- VIII. June Steering Committee**
- IX. Luncheon Seminar**

<b>MINUTES:</b>	CIJE STAFF MEETING
<b>DATE OF MEETING:</b>	MAY 8, 1995
<b>DATE MINUTES ISSUED:</b>	May 26, 1995
<b>PARTICIPANTS:</b>	Gail Dorph, Alan Hoffmann, Barry Holtz, Robin Mencher, Debra Perrin (sec'y), Nessa Rapoport
<b>COPY TO:</b>	Sheila Allenick, Adam Gamoran, Ellen Goldring, Virginia Levi, Morton Mandel, Daniel Pekarsky

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### **I. Calendar - Summer 1995**

The following is an updated list of the CIJE staff calendar for Summer 1995:

1. May 9 is the Wexner Heritage meeting at CIJE. The assumption is that they will be creating the agenda for this meeting. This will be the last meeting in which CIJE will offer input as consultants. If Nathan Laufer does decide that we will do this as a partnership, then we will begin the discussion on the issues we still feel need to be negotiated. Part of the conversation should also focus on the fact that CIJE would like to be involved with the Wexner lay leadership groups about to start in Fall 1995.
2. May 10 ADH is meeting with Charles Bronfman in Montreal.
3. May 11 Walter Ackerman will be here for a meeting. We will be discussing what we would like to do with his research papers and whether there is enough substance to them for the CIJE Steering Committee.
4. ADH has a telecon Friday, May 12 with MLM.
5. NR and ADH will prepare an agenda for the May 12 community mobilization meeting to be held in Cleveland with Chuck Ratner and Steve Hoffman.
6. The May 15th staff meeting has been cancelled. Instead ADH and NR will meet that day from 9:30am - 5:30pm on the mobilization utilization work plan.
7. May 17th ADH and GZD will meet with the Seattle Community re their involvement with CIJE.
8. On May 18 GZD and ADH will meet with Aryeh Davidson in Palo Alto.
9. May 19th ADH and GZD will meet with the San Francisco community.
10. May 22 will be a full day staff meeting now planned from 9:15am - 2:30pm.

Assignment

ADH will then travel to Baltimore for dinner with Daryll Friedman.

#### Assignment

11. On May 30 the Presidents of the Association of Colleges of Jewish Studies will be at CIJE. GZD will plan the agenda for the day. NR & BWH will also attend. The topic for discussion is "What we can accomplish with the Training Colleges/what is their role in Building the Profession."

Does this pertain to Community Mobilization? Building the Profession asks what it would take for these institutions to become regional training institutions. What does community mobilization mean in this regard? In order for these institutions to become serious contenders on the regional level, they will have to re-think their relationships at the community level.

#### Assignment Assignment

Prior to this meeting GZD and ADH will visit the Colleges. DSP and GZD will arrange meetings with the College Presidents in Cleveland, Philadelphia, and Baltimore. ADH will visit Boston Hebrew College when he travels to Boston on June 23.

13. May 31 ADH will attend one hour of the Research Workgroup for Jewish Continuity in Education at the New York UJA/Federation.

14. May 31/June 1 is the Virtual College Planning Team meeting at CIJE in New York.

#### Assignment

15. On June 2 ADH will meet with MLM in Palm Beach, Florida. ADH will consider how to arrange this meeting and still attend the second day of the Virtual College deliberation where he will have important input on content.

16. June 11-13 is the Jewish Education Research Conference at Stanford. Adam Gamoran and Gail Dorph are presenting. ADH will attend for one day. June 11 of the conference will be the pre-conference meeting of the ALOHA group -- the association of harmony institutions. We should know before the research conference if we will be invited to talk about the Policy Brief and/or Study of Educators. GZD will be there through Tuesday, June 13.

#### Assignment

17. GZD, ADH, BWH, & NR are working together to schedule the Goals Coaches Meeting either July 13/14 & 16/17 or August 1-4. DSP will contact S. Fox to discuss which dates he and Danny Marom will be able to attend.

18. The Goals Coaches Seminar will take place in January of 1996. ADH will be in the U.S. beginning January 8th. The most probable dates for the seminar are January 14-17, 1996.

## II. Postponement of the Goals Coaches Seminar

Assignment BWH and GZD will call those previously invited to the Goals Coaches Seminar to let them know that we will be changing the date to sometime in January, 1996. Their conversation should be something like "...many of the people we wanted to have attend can't make it. Therefore we are postponing it for 6 months..." Logistics and content were discussed as several of those who had already agreed to come to the Goals Seminar are candidates also to be mentor-trainers. It was thought that July 31st-August 4th in Cleveland may be the actual date for this seminar

## III. Cummings Grant

Assignment The Nathan Cummings grant agreement was sent to CIJE at an old postal address. It now seems that the checks that were missing from Cummings in 1993 and 1994 were also forwarded incorrectly. CIJE was due to receive the first check from our grant on May 1, 1995, but we have not yet returned the contract. ADH will send a copy of the contract that we received today by fax to SFA for approval. ADH will write to Charles Halpern to explain CIJE's delay in returning the letter due to the incorrect address.

Assignment BWH will send a letter describing our revisions to the agreement and will run it by Rachael Cowan before sending it. The changes will be to Year 2, #2 and to Year 3, #1 (see attachment). NR will prepare a backward map for #2 of Year 1.

Assignment

Assignment We need to work out the relationship between the future CIJE Policy Brief and our volume on Best Practices. Discussion will take place between BWH, GZD, and NR regarding the issue of a Best Practices volume or coordinated Best Practices/Policy Brief. Decisions will have to be made regarding what it will be used for. The conversation between BWH, GZD, and NR and a final decision of this critical path will be made by the end of June.

The brief on improving the supplementary school should include the Cummings family name. BWH will speak with Rachel Cowan about the possibility of our speaking at the next Nathan Cummings board meeting. We should also consider printing the supplementary school brief at the same time.

Assignment GZD and BWH are writing up specific goals for the Cummings project from the minutes of the 4/26 staff meeting.

## IV. General Assembly

Funding/financing of Jewish education is an area that CIJE may wish to focus on for the upcoming General Assembly. There are a number of Board members whom we could

involve in this regard.

The funding of Jewish education is a major issue for CIJE. It could deal, inter alia, with the policy question of the cost of day schools.

## **V. Summer Programs - Content**

### **A. GOALS COACHES SEMINAR**

Assignment

There is a new model for the Goals Coaches Seminar that DNP will write up and give to staff.

### **B. TRAINING OF EVALUATORS**

Assignment

We must prepare a document for the Steering Committee regarding the training of evaluators. ADH and GZD will discuss this with AG and EG during their telecon on May 9. The agenda for this telecon is:

1. Training of Evaluators Proposal
2. MEF proposals to evaluate the Goals Project
3. Educational Leadership report: timetable
4. Invite AG/EG to attend evening meeting before the Steering Committee to discuss informal education

### **C. INFORMAL EDUCATION AND THE JUNE 8 STEERING COMMITTEE MEETING**

Assignment

ADH will have a conversation with AG and EG about informal education. We need to decide what will be the focus of a study of informal education. What angle should it take? This will be the topic of discussion at the dinner staff meeting on June 7 before the Steering Committee meeting. We should consider finding a national academic figure who could explore with us the idea of informal education. Someone like Reuven Kahana who would focus on youth and adolescence might be appropriate. The topic is "What should the study of informal education be? Who are the personnel of Informal Education."

Discussion was held regarding the interpretation of these questions. Where does the JCC fit into the picture of informal education? Who are the people being paid to work in informal education? Who are those who have the biggest potential to institute change in the life of a young person? The research of MEF discovered that many people who are part-time workers describe themselves as "career" Jewish educators. The research team must look into the question of on whom to focus when looking at informal education. What does it mean to describe a

Jewish educating professional in this domain?

Assignment

AG's assignment for this project could be "creating the map" of informal Jewish educators. Then we can look at that information and cut in at a specific level for further examination. Joe Lukinsky is a good potential participant for this meeting and will be invited by ADH.

## VI. Office Structure

ADH is currently reviewing the structure and functions of the New York office. Additional time has been involved for the staff to attend to the project. ADH, RJM, and DSP are doing a time and motion study of how administrative hours are spent. This exercise will aid us in reorganizing the office. It will also help us to see if we need to hire any additional administrative capacity and, if so, what the job specs would be. The first implication of all of this is that the CIJE data base project is on hold, although we will look into hiring outside professionals to complete it.

Nessa articulated the position that putting the data base project on hold was significantly limiting CIJE's reach at the community mobilization level.



## CIJE ASSIGNMENTS

NO.	DESCRIPTION	ASSIGNED TO	DATE ASSIGNED	DUE DATE
1.	Prepare an agenda for 5/12/95 Community Mobilization meeting.	ADH, NR	May 8, 1995	Done.
2.	Inform N. Cummings association that they have incorrect address.	DSP	May 8, 1995	Done.
3.	Begin calls to new communities regarding a seminar for goals coaches.	GZD, BWH	April 19, 1995	Done.
4.	Compile staff notes from 4/26/95 meeting.	GZD	May 1, 1995	Done.
5.	Send thank you letters to Liz Swados and Jonathan Sarna for the success of the board seminar.	NR	May 1, 1995	Done.
6.	Consider how to arrange attending the second day of the Virtual College Planning Team meeting.	ADH	May 8, 1995	May 19, 1995
7.	Send letter to N. Cummings association regarding changes to grant agreement.	BWH	May 8, 1995	May 19, 1995
8.	Send copy of Nathan Cummings Grant to SFA for approval.	ADH	May 8, 1995	May 19, 1995
9.	Plan agenda for Association of Colleges meeting on 5/30/95.	GZD	May 8, 1995	May 22, 1995
10.	Call those previously invited to the Summer Goals Seminar.	GZD, BWH	May 8, 1995	May 22, 1995
11.	Discuss informal education issues.	ADH, AG, EG	May 8, 1995	May 22, 1995
12.	Schedule Goals Coaches Seminar with S. Fox.	DSP	May 8, 1995	May 22, 1995
13.	Write up new model of Goals Coaches Seminar.	DNP	May 8, 1995	May 26, 1995
14.	Meet with institutions of higher learning prior to 5/30/95 meeting.	ADH, GZD, BWH	May 8, 1995	May 30, 1995
15.	Discuss document for Steering Committee regarding Training of Evaluators.	ADH, AG, EG	May 8, 1995	May 30, 1995
16.	Arrange meetings for GZD and ADH at Colleges.	GZD, DSP	May 8, 1995	May 30, 1995
17.	Invite Joe Lukinsky to June 7 meeting.	ADH	May 8, 1995	May 30, 1995
18.	Meet to discuss publishing the Sarna paper.	ADH, NR	May 1, 1995	May 31, 1995

NO.	DESCRIPTION	ASSIGNED TO	DATE ASSIGNED	DUE DATE
19.	Arrange a meeting with Ted Sizer about speaking at the next board meeting	ADH, BWH, NR	May 1, 1995	May 31, 1995
20.	Finalize decision on issue of Best Practices Volume/Policy Brief Evaluating Supplementary Schools: 1) Best Practices Policy Brief on Supplementary Schools; 2) Format for Best Practices in JCC's; 3) Best Practice on Inservice.	BWH, GZD, NR	May 8, 1995	June 1, 1995
21.	Write up specific goals for the Cummings project.	BWH, GZD	May 8, 1995	June 1, 1995
22.	Presentation regarding the publication of educational leadership materials for discussion by staff.	NR	May 1, 1995	June 16, 1995

updated: May 8, 1995



**CIJE STAFF MEETING  
AGENDA  
MAY 11, 1995**

- I. Board Meeting Debriefing**
- II. Virtual College**
  - a. Cummings Grant
- III. Summer Seminars: Where are we? What are current issues?**
  - a. Goals Coaches
  - b. Virtual College
  - c. Training Evaluators
- IV. Educational Leader Materials: What are we learning from the study? Policy implications. Should it be a policy brief?**
- V. Discussion on MEF evaluation of CIJE programs**
- VI. Woocher Document**
- VII. Ackerman Papers**
- VIII. Informal Education**
- IX. June Steering Committee Meeting**
- X. In-service Training**
- XI. Reforming Jewish Education**

STAFF MEETING NOTES -- 5/11

present: Walter Ackerman, Gail Dorph, Alan Hoffmann, Barry Holtz, Nessa Rapoport

① attach to minutes file  
② Reponal Steyer  
③ Ackerman file

This was a meeting devoted to a discussion about two papers that Walter Ackerman has produced for CIJE. Two broad issues structured our conversation:

- a. substantive comments and issues raised by each paper
- b. policy implications of each paper and how will the paper be used: inside CIJE, outside CIJE

**Summary of Questions and Issues Raised about Building the Profession: Inservice Training**

1. How could the regional colleges become regional training centers? What are the issues?

- a. What would be the relationship of the enterprise to federations? would it be a matter of "selling shares" in the endeavor?
- b. What would be the relationship to central agencies in the "cachement" area?

2. Would it be possible to think of each of the colleges developing a core curriculum and then a specialty?

- a. how would curriculum have to be adapted/adjusted to meet the needs of in-service?

3. What could be the role of technology in the development of the capacity to reach beyond your local community?

4. What about the idea of developing a national faculty that is devoted to in-service efforts?

- a. Would it be possible to create a Mandel professorship at each of these institutions in addition to one of the professors already present as a way of creating such a faculty?

5. What's the difference between exporting the programs now in place to developing programs that actually meet in-service needs and are structured in keeping with "best practices" in professional development?

- a. what about the development of professional development schools in connection with each of these institutions?

These are some of the issues that we thought could serve as "talking points" for our May 30th meeting with regional college presidents.

In what ways should the issue of getting involved with these colleges become part of the steering committee?

### **Summary of Questions and Issues Raised about Reforming Jewish Education With an Eye Toward it Publication**

1. Who's its audience and what do they need to know in order to understand the issues raised?

(probably first and second papers need to be combined; some of examples need to be expanded; some of critiques may need to be spelled out)

2. Connections made to what is being tried here and how it reflects current discussions in general education are compelling and should perhaps be expanded and made even clearer

3. Mixture of reportage and analysis

(examples make cases very clear and enhance story, may need more such examples; Ackie's voice often heard but sub rosa, does it need to be heard more clearly)

4. Should there be an additional section which deals with prospects for success of these efforts?

Conversation led to the suggestion that the paper and its issues be part of June steering committee agenda.

### **Suggested Map of Steering Meeting Discussion on WA paper on Reforming Jewish Education:**

Send paper out in advance

Discussion has two parts: Tachlis/ Implications for CIJE

#### **PART ONE:**

1. Informational Questions

2. Does this reflect the reality as you have experienced it in your communities  
(In advance, ask Chuck, Esther Leah and John to be prepared to respond based on  
their experiences in their own communities )

3. What differences (if any) has restructuring made? (question addressed to  
everyone present)

4. Has there been any mechanism created to find out answers to previous  
question?

what do we evaluate anyway?

#### PART TWO:

1. As a CIJE paper, should it have a point of view?

2. As a CIJE paper, should it be framed by questions and include multiple  
responses?

3. Who is our audience?

4. What's the role of this paper in our planning for GA?

One possibility: a session devoted to: the structure of Jewish education: the  
federations and the bureaus.

One thing to take into consideration: this year is the 100th anniversary of  
Boston federation and 75th anniversary of the BJE

C:\CIJE\PLANS\ACKIEPAP.MIN

**CIJE STAFF MEETING  
AGENDA  
MAY 22, 1995**

- I. Summer Vacation Schedule**
- II. Virtual College**
  - a. Cummings Grant and Budget
- III. Summer Seminars: Where are we? What are current issues?**
  - a. Goals Coaches
  - b. Virtual College
  - c. Training Evaluators
- IV. Educational Leader Materials: What are we learning from the study? Policy implications. Should it be a policy brief?**
- V. Document on Evaluation Capacity**
- VI. New Communities Document**
- VII. June Steering Committee**
  - backward mapping
  - materials for mailing (it should be out already)
- VIII. Luncheon Seminar**
- IX. Walter Ackerman**
- X. Cummings Grant: Where are we with the CIJE Cleveland legal dept.?**
- XI. Rescheduling staff meetings**
  - June 6th
  - June 12th
- XII. NY Office organization**

**XIII. Revisiting the Goals Seminar**

**XIV. June 7th meeting**

- AG
- Lukinsky

**XV. Brandeis University consultation at Stanford**



**MINUTES:**

**DATE OF MEETING:**

**DATE MINUTES ISSUED:**

**PARTICIPANTS:**

**COPY TO:**

**OUT OF OFFICE STAFF MEETING**

MAY 22, 1995

MAY 26, 1995

Gail Dorph, Alan Hoffmann, Barry Holtz,

Debra Perrin (sec'y), Nessa Rapoport

Sheila Allenick, Adam Gamoran, Ellen Goldring,

Virginia Levi, Morton Mandel, Robin Mencher,

Daniel Pekarsky

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**I. Review of Minutes and Assignments from May 8, 1995 Staff Meeting**

From the Minutes from the May 5th Meeting.

**A. CALENDAR**

1. Item #12. ADH will now be in Florida on June 1 to meet with MLM.

2. Item #13. GZD, ADH, BWH will be attending the Research Conference on Jewish Education at Stanford University. Adam has asked that Bill Robinson attend as part of his training and professional development. DSP will contact him regarding the cost of his tickets.

3. Regarding #14 ADH will contact A. Hochstein about rooms and food for the Goals Seminar meetings in Boston, using the Mandel Institute's connections with Harvard University. Assignments #6, 8, 11-13 and 15-17 have been completed. The remainder are being worked on. Still under consideration is the issue of who we will ask to speak at the November 1, 1995 Board Seminar. T. Sizer, A. Eisen, and L. Darling-Hammond are all potential candidates. ADH will discuss this with MLM.

**II. Report on West Coast Visit to Communities**

**A. SEATTLE**

GZD and ADH visited Seattle on May 17, 1995 to explore CIJE interests with key community leaders. ADH and GZD did not think the meetings went well. They were not attended fully and community interest was lacking. It could take Seattle six months to one year before they get to a point where we can work with them effectively.

Seattle has received an endowment for K-12 Jewish education that is greater than the total dollar amount which the Federation Campaign collects on a yearly basis. Because Seattle has more money than they need for Jewish Education there will

be interesting changes in their community in the near future. ADH and GZD felt as if CIJE was brought in by the education professionals to sell ourselves to the lay community and the Federation. This is not the way we should be linked into a community.

Although the meetings were not as productive as hoped, this was a good opportunity to recruit for the Seniors Educator's Program. Beth Huppin will probably be a candidate but will not be involved with the Virtual College because of her personal commitments.

There are a number of people in Seattle interested in the Goals Project. An important side benefit of visiting Seattle was meeting two outstanding academics in education who have Jewish interests. Prof. Sam Weinburg, who is interested in Jewish education; Prof. D. Kerdeman, who is interested in the Goals Project, she will have tenure in a year's time and would then be very interested in working with D. Pekarsky; and Carol Starin.

A possible format for a future meeting with Seattle might be to include Steve Hoffman and a CIJE layperson in the new community meetings. With this in mind, we may want to invite S. Hoffman to a meeting with Hartford.

#### B. STANFORD

GZD and ADH spent May 18 visiting Stanford, California to meet with Lee Shulman and associates about Building the Profession. Having met with Lee Shulman they found that our connection with him has changed subtly, perhaps, in part due to the influence of Aryeh Davidson who is presenting at Stanford. A. Davidson was insightful but sees us as competitors. This brings to light a dilemma with the advisory process. If we don't bring in L. Shulman, we could be making an enemy. He is too important an academic figure for CIJE to ignore him.

[NOTE: The meeting with David Cohen of Michigan who came into New York went well. He recommends asking Linda Darling-Hammond to speak at the upcoming board meeting. It was noted that D. Cohen might be a good candidate for the CIJE Board. An alternative is Lee Shulman.]

#### C. SAN FRANCISCO

On May 19, 1995, GZD and ADH traveled to San Francisco to meet with planners R. Sipser, N. Tamler and B. Sherman, the Bureau Director. In San Francisco, step one of a two-step process was achieved. The community professionals had read all of the information which we had sent and were well prepared. They viewed the meeting as an opportunity to learn more so that they could discuss and plan the next step themselves. San Francisco is a professionally driven community which is well aware of the work to be done. From this meeting we learned that

## Assignment

CIJE has not been clear enough on what precisely needs to be done by new communities, what our expectations are and who we see as implementing the various areas. The communities want to know what they will get from us and that is the question which we haven't been able to answer precisely enough. For the Educators Survey, San Francisco will need someone to administer the surveys, someone to do the interviews, a data demographics input person and someone to crunch the numbers and do the frequency tables. CIJE must consider what types of support, if any, we want to provide to these new communities. They are looking for someone who will be trained to the level of AG and EG to do the work they have been doing in our lab communities. ADH will discuss this issue with AG and EG in the next MEF Telecon. The agenda for that Telecon will be:

1. What is the level of training necessary? Is not the MEF group responsible for training this researcher?
2. Software data entry. Is there going to be a software package for this person? This was John Coleman's question at the last Board meeting.
3. Qualitative. What kind of training is needed?
4. When will we have the educational leadership reports?
5. How can we use this information and will this influence the integrated reports?
6. How much marginal difference does gathering the qualitative data make? Is there anything that depends on the qualitative input?

Discussion continued regarding the qualitative aspect of our research. We must keep in mind that it will be necessary to find someone in addition to J. Tamivaara to be responsible for this research if we expand to additional committees.

### III. Steering Committee

The Steering Committee Meeting will be held June 8, 1995 from 9:30 AM to 3 PM. The agenda for the Steering Committee Meeting will be as follows:

1. Master Schedule Control
2. Minutes Assignments
3. CIJE Update
4. Evaluation Institute AG
5. Regional Training Capacity
6. Committee Chairs and Staff Meeting
7. Guidelines for CIJE Affiliated Communities GZD/BWH

The CIJE Update will include Virtual College and Wexner Foundation updates as well as an update of other recent happenings. The section on regional training capacity will include three papers by Walter Ackerman: "The Structure of Jewish Education," "Building the Profession In-Service Training," and "Reforming Jewish Education."



## CIJE ASSIGNMENTS

NO.	DESCRIPTION	ASSIGNED TO	DATE ASSIGNED	DUE DATE
1.	Consider how to arrange attending the second day of the Virtual College Planning Team meeting.	ADH	May 8, 1995	Done.
2.	Meet with institutions of higher learning prior to 5/30/95 meeting.	ADH, GZD, BWH	May 8, 1995	Done.
3.	Discuss document for Steering Committee regarding Training of Evaluators.	ADH, AG, EG	May 8, 1995	Done.
4.	Send copy of Nathan Cummings Grant to SFA for approval.	ADH	May 8, 1995	Done.
5.	Arrange meetings for GZD and ADH at Colleges.	GZD, DSP	May 8, 1995	Done.
6.	Call those previously invited to the Summer Goals Seminar.	GZD, BWH	May 8, 1995	Done
7.	Discuss informal education issues.	ADH, AG, EG	May 8, 1995	Done.
	Schedule Goals Coaches Seminar with S. Fox.	DSP	May 8, 1995	Done.
9.	Contact B. Robinson regarding airfare to Stanford, CA.	DSP	May 22, 1995	Done.
10.	Send letter to N. Cummings association regarding changes to grant agreement.	BWH	May 8, 1995	May 19, 1995
11.	Plan agenda for Association of Colleges meeting on 5/30/95.	GZD	May 8, 1995	May 22, 1995
12.	Discuss what type of support CIJE should provide to new communities in terms of research.	ADH, AG, EG	May 22, 1995	May 23, 1995
13.	Write up new model of Goals Coaches Seminar.	DNP	May 8, 1995	May 26, 1995
14.	Invite Joe Lukinsky to June 7 meeting.	ADH	May 8, 1995	May 30, 1995
15.	Meet to discuss publishing the Sarna paper.	ADH, NR	May 1, 1995	May 31, 1995
16.	Arrange a meeting with Ted Sizer about speaking at the next board meeting	ADH, BWH, NR	May 1, 1995	May 31, 1995
17.	Discuss with MLM who to invite to speak at the November 1, 1995 Board Seminar.	ADH	May 22, 1995	June 1, 1995

NO.	DESCRIPTION	ASSIGNED TO	DATE ASSIGNED	DUE DATE
18.	Finalize decision on issue of Best Practices Volume/Policy Brief Evaluating Supplementary Schools: 1) Best Practices Policy Brief on Supplementary Schools; 2) Format for Best Practices in JCC's; 3) Best Practice on Inservice.	BWH, GZD, NR	May 8, 1995	June 1, 1995
19.	Write up specific goals for the Cummings project.	BWH, GZD	May 8, 1995	June 1, 1995
20.	Presentation regarding the publication of educational leadership materials for discussion by staff.	NR	May 1, 1995	June 16, 1995

updated: May 26, 1995



**CIJE STAFF MEETING**  
**AGENDA**  
**June 29, 1995**

**I. Plans for November 1-2, 1995 meetings**

**A. Seminar**

1. Chair
2. Speaker/program
3. location/set-up
4. guest list/camper system
  - a. Steve Solendar recommendations

**B. Board Meeting**

1. schedule
  - a. 9:30am - 3:00pm?
  - b. committees need 90 minutes
2. agenda/presentation styles
3. camper calls
4. identification of new board members/orientation

**C. Executive Committee**

1. agenda
2. timing

**D. Steering Committee**

**II. Plans for August 25, 1995 Steering Committee meeting**

- A. time**
- B. agenda**

**III. Update on Virtual College Program**

**IV. Summer Seminars: Where are we? What are current issues?**

- a. Goals Coaches
- b. Virtual College - Teacher Educator Institute
- c. Training Evaluators

**V. Educational Leader Materials: What are we learning from the study? Policy implications. Should it be a policy brief?**

**VI. Document on Evaluation Capacity**

**VII. Luncheon Seminar:** Wooster: date for August onwards

**VIII. NY Office organization**

**IX. Wexner**



**MINUTES:**

**DATE OF MEETING:**

**DATE MINUTES ISSUED:**

**PARTICIPANTS:**

**COPY TO:**

**CIJE STAFF TELECON**

JUNE 29, 1995

JULY 11, 1995

Gail Dorph, Alan Hoffmann (by phone), Barry Holtz,  
Virginia Levi (by phone), Robin Mencher,  
Debra Perrin (sec'y), Nessa Rapoport  
Sheila Allenick, Adam Gamoran, Ellen Goldring,  
Morton Mandel, Daniel Pekarsky

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The agenda of this telecon is as follows:

- I. Plans for November 1-2, 1995 meetings
  - A. Seminar
    - 1. Chair
    - 2. Speaker/program
    - 3. Location/set-up
    - 4. Guest list/camper system
      - a. Steve Solendar recommendations
  - B. Board Meeting
    - 1. Schedule
      - a. 9:30 - 3:00pm?
      - b. Committees need 90 minutes
    - 2. Agenda/presentation styles
    - 3. Camper calls
    - 4. Identification of new board members/orientation
  - C. Executive Committee
    - 1. Agenda
    - 2. Timing
  - D. Steering Committee
- II. Plans for August 25, 1995 Steering Committee meeting
  - a. Time
  - b. Agenda
- III. Update on Virtual College Program
- IV. Summer Seminars: Where are we? What are current issues?
  - a. Goals Coaches
  - b. Virtual College - Teacher Educator Institute
  - c. Training Evaluators
- V. Educational Leader Materials: What are we learning from the study? Policy implications. Should it be a policy brief?
- VI. Document on Evaluation Capacity
- VII. Luncheon Seminar: Woocher - date for August onwards
- VIII. NY Office - JCCA/CIJE relations

- IX. Wexner
- X. June 8 Steering Committee Minutes and Assignments
- XI. JCCA/CIJE Relations
- XII. Reports/Updates
  - A. Lansing - GZD/BWH
  - B. Chicago - NR
  - C. D. Pekarsky
  - D. Database
  - E. JCC Best Practices Volume
- XIII. Ackerman Paper
  - A. Art Vernon's question to NR
- XIV. General Assembly
- XV. Spielberg Foundation

## **I. Review of May 22, 1995 Staff Meeting Minutes**

The minutes of May 22 were reviewed.

## **II. Calendar**

### **A. Goals Seminar, July 13, 14, 16, and 17**

Discussion regarding the upcoming Goals Seminar (scheduled to take place on July 13/14 in Boston and July 16/17 in New York) focused on setting the schedule for this event. The meetings will begin at 9:00 am on July 13 at Harvard University. Staff attending from New York is advised to use the 7:00 am shuttle. A 4:30 pm shuttle from Boston to New York on Friday should leave adequate time for those returning to NYC for Shabbat. It is expected that most of the Goals meeting will take place on Thursday and Friday and that Sunday and Monday may be used for other purposes. Arrangements have been made for Sunday's meeting will take place at the home of GZD as there will be no air conditioning at the JCCA.

Attendees to the Goals Seminar will be as follows: S. Fox, D. Marom, D. Pekarsky, I. Sheffler, R. Toren, and the CIJE New York professional staff. Although A. Gerstein was invited, it appears unlikely that she will attend. Her invitation will be withdrawn should she be unable to attend the first two days. D. Marom and I. Sheffler will only be in attendance on Thursday and Friday. ADH will advise S. Fox and D. Marom of the meeting schedule.

Assignment

### III. Plans for November 1-2, 1995 Board meeting

#### A. Board Seminar Location

##### 1. Jewish Museum

The Jewish Museum is a prime board seminar location for its ambiance, but in the past has proven to be difficult in terms of use for private events. Although the seminar could be a public event, it was decided that we would only do one public event per year. As a board event including new members, the November seminar should be for invited guests only.

##### 2. Kellogg Center at Columbia University

The Kellogg Center at Columbia University is an option for a good room, but It's West Side location makes it difficult.

##### 3. Harvard Club

The Harvard Club has at least one nice room and the atmosphere could be very effective. DSP will look into the space, the number of rooms available, issues of cost, and whether or not outside food may be brought in. Assuming all is in order, she will arrange to hold three rooms for the evening of November 1, for the executive committee dinner, seminar, and reception.

##### 4. 110 E. 59th Street Building

BWH will call Caroline Green to discuss the possibility of using these meeting rooms.

Further discussion regarding the question of an orientation for new board members as well as board meeting content and agenda planning will be dealt with at the Staff telecon and meeting of July 10, 1995.

### IV. Reports/Updates

#### A. GZD/BWH's visit to Lansing, Michigan

GZD and BWH traveled to Lansing, Michigan to meet with Deborah Ball and Sharon Feiman-Nemser of Michigan University regarding issues of the Cummings Grant and the Teacher Educator Institute (July 30 - August 3). Both D. Ball and S. Feiman-Nemser will be faculty for portions of the seminar. They

will also come to New York for a meeting July 11 to discuss the development of video for training. Points of interest from GZD were twofold. One, that together, this group was able to conceptualize the Jewish text study piece to be included in the Institute, and two that D. Ball and S. Feiman-Nemser will also lead portions of the seminar.

Assignment  
Assignment  
Assignment

NR will plan on attending for one day only. She and GZD will discuss which day would be best. NR will also plan on meeting with S. Hoffman, C. Ratner and ADH while she is in Cleveland. VFL will contact them for availability.

Further discussion was held regarding the conflict of this meeting with the Milwaukee JCC consultation on adolescent programming to be held August 1. Our goals for attending this consultation are to further understand the JCC and to consider how we can help their process along. Milwaukee's focus for this meeting is adolescence and the informal content of using space and Jewish environment. J. Reimer could be involved because of his special expertise in the issue. We will consider sending J. Reimer and AG as our own consultants, focusing on the content of the JCC programming. GZD will discuss this possibility with each of them.

Assignment

#### B. NR's Chicago visit

NR will distribute a memo reviewing her recent meetings in Chicago. It will be circulated to all staff.

#### C. Daniel Pekarsky

DNP is developing a design for the goals seminar to be held at Harvard with it Scheffler, D. Marom, and S. Fox. ADH will contact him to discuss issues and options.

As an aside, the issue of piggybacking our December 10-11, 1995 Goals Consultation for JCC camps onto a national JCC Washington, D.C. meeting was discussed. BWH was approached by L. Rubin who informed him that the JCC Jewish educators, directors, and camp directors will all be in Washington, D.C. for their annual JCC professional upgrade meeting November 8-9. Although the Winter CIJE Board Meeting and the GA sandwich this date, it would be logical to consider rescheduling to accommodate the JCC attendees.

#### D. Database

To date, all address information on Reform and Conservative rabbis has been verified and entered into our database by J. Gaboury. Next week we will receive

the CJF information, which is an extensive piece that includes Jewish educators in the Federation system. We are still waiting for the list of Orthodox rabbis and have already mailed the Policy Brief to the bureau directors.

NR expressed concern over a hastily prepared update which she brought to Chicago regarding CIJE's work in the field. She will send it to staff for input, but feels we must consider creating a 2-3 page update document for all staff members attending meetings with various constituencies.

#### E. JCC Best Practices Volume

Steven M. Cohen and BWH have finished a draft of the JCC Best Practices volume. It is now being circulated to A. Finkelstein, L. Rubin, S. Greenfield, and the 6 Directors of JCCs studied for comment. CIJE staff will also receive copies for comment. CIJE consulting staff and Mandel Institute staff will also receive copies.

#### F. General Assembly

Regarding our proposal to the General Assembly, we must be sure that each of the CIJE proposals is read and responded to by each CIJE staff member. As GZD pointed out, because of the structure of the GA and the part that these proposals play when woven together, we should consider taking more of an active role in the "weaving."

## CIJE ASSIGNMENTS

NO.	DESCRIPTION	ASSIGNED TO	DATE ASSIGNED	DUE DATE
1.	Advise S. Fox and D. Marom of the Goals Seminar meeting schedule.	ADH	June 29, 1995	July 6, 1995
2.	Check into using the Harvard Club for the November 1 Board Seminar.	DSP	June 29, 1995	July 6, 1995
3.	Speak with Caroline Green about using the UIA meeting rooms for the November 1 Board Seminar.	BWH	June 29, 1995	July 6, 1995
4.	Plan to attend one day of the Teacher Educator Institute in Cleveland, arrange with GZD.	NR	June 29, 1995	July 10, 1995
5.	Contact S. Hoffman and C. Ratner regarding their availability the week of the Teacher Educator Institute.	VFL	June 29, 1995	July 10, 1995
6.	Discuss participation in the Milwaukee JCC consultation with AG and J. Reimer.	GZD	June 29, 1995	July 10, 1995
	Speak with DNP regarding feedback from Israel.	ADH	June 29, 1995	July 10, 1995

updated: June 29, 1995