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Steering committee. Minutes and assignments,
January 1991-June 1991.

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MINUTES: COUNCIL STEERING COMMITTEE

DATE OF MEETING: January 23, 1991

DATE MINUTES ISSUED: January 24, 1991

PRESENT: Stephen H. Hoffman, Morton L. Mandel,
Henry L. Zucker, Virginia F. Levi (Sec'y)

COPY TO: Seymour Fox, Annette Hochstein

I. The minutes and assignments of December 14, 1990 were reviewed.

SHH reported a conversation with the Jim Joseph Foundation and noted that they will review funding for the CIJE on an annual basis.

MLM will call Lester Crown to request support for the CIJE.

SHH reported on a conversation with Rabbi Fishman during which he offered to help identify sources of funding for Fishman's proposal when the time is right.

II. Status of Board Appointments

A list of prospective board members was reviewed and it was noted that ten have agreed to serve. Committee members will continue to make phone calls in the next several weeks with the goal of having as many commitments as possible by the first board meeting.

III. Plans for First Board Meeting

- A. The March dates originally set aside are no longer operable. It was suggested that a meeting be held on April 8 or 9.

It was agreed that prospective meeting dates will be checked with the following critical board members, once they have agreed to serve:

1. First tier -- Bronfman, Goodman, Greenbaum, Maryles, Pollack
2. Second tier -- Fisher, Gottschalk, Hirschhorn, Lamm, Schorsch

- B. The first meeting will be scheduled for noon to 4:00 p.m. at CJF and will include a buffet lunch. The agenda of this meeting will be to update board members on the status of staff appointments and review the tasks proposed for CIJE in its first year.

IV. Meeting of Senior Policy Advisors

A meeting of senior policy advisors is scheduled for February 25. The purpose will be to outline CIJE plans drafted in Jerusalem and to get policy advisor reactions.

V. Distribution of Reports

A record of distribution of Commission reports was reviewed. This will be periodically updated and kept in the notes section of the Steering Committee factbook.

VI. Operations

Assignment

A. It was noted that the counselor/camper approach to the Commission worked well. SHH will set up a system whereby senior policy advisors are responsible for keeping board members informed and involved through phone calls and visits.

Assignment

B. It was suggested that we consider Heinz Eppler for possible involvement on the CIJE or MIG board.

Assignment

C. VFL will work with SHH to develop a report on the status of requests for funding the CIJE.

VII. Next Meeting

The next meeting of this group will be all day Monday, February 11.

- ☐ ASSIGNMENTS
☐ ACTIVE PROJECTS
☐ RAW MATERIAL
☐ FUNCTIONAL SCHEDULE

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ELSTER ASSIGNMENTS

ORIGINATOR VFL DATE 1/24/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Draft a position description for a planner.		SE	1/23/91	TBD	
2.	Draft an approach to developing a best practices panel.		SE	1/23/91	TBD	



- ☐ ASSIGNMENTS
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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR VFL DATE 1/24/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Draft pre-service strategy proposal for CIJE.		SF	1/23/91	1/31/91	
2.	Approach Israel Scheffler about conducting a research capability assessment proposal.		SF	1/23/91	1/31/91	
3.	Contact regarding foundation support and/or board membership: a. Florence Melton b. Isadore Twersky		SF	1/23/91	2/11/91	
4.	Meet with Alvin Schiff to work out how to approach Riklis through Ackerman or Hat.		SF	8/7/90	TBD	
5.	Invite Rabbi Twersky to prepare an an op ed piece.		SF	10/30/90	TBD	



PREMIER INDUSTRIAL CORPORATION

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE A. HOFFMAN ASSIGNMENTS

ORIGINATOR VFL DATE 1/24/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Prepare an in-service training strategy proposal for CIJE.		AH	1/23/91	1/31/91	



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE S. HOFFMAN ASSIGNMENTS

ORIGINATOR VFL DATE 1/24/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Ask Alvin Schiff or Jon Woocher to follow up with Ari Goldman of the <u>New York Times</u> about an article.		SHH	11/28/90	2/11/91	
2.	Contact the following regarding foundation support and/or board membership: a. Rachel Cowan b. Eli Evans c. David Hirschhorn		SHH	1/23/91	2/11/91	
3.	Prepare an invitation to prospective Council senior policy advisors.		SHH	8/22/90	3/1/91	
	<u>AS TIME PERMITS</u>					
4.	Set up a system whereby senior policy advisors keep board members informed and involved through phone calls and visits.		SHH	1/23/91	5/1/91	
5.	Consult with a college-age expert to advise us on Hillel.		SHH	11/28/90	6/1/91	
6.	Recruit a chief professional officer.		SHH	8/7/90	9/1/91	
7.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
8.	Talk with Eli Evans about Revson Foundation funding.		SHH	8/7/90	TBD	
9.	Consider adding Rabbi Fishman to senior policy advisors.		SHH	1/23/91	TBD	
10.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE S. HOFFMAN ASSIGNMENTS

ORIGINATOR VFL DATE 1/24/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
11.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
12.	Consider inviting David Finn to serve as a member of the board.		SHH	8/22/90	TBD	
13.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
14.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	

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SUBJECT/OBJECTIVE LEVI ASSIGNMENTS

ORIGINATOR VFL DATE 1/24/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Ask Fox and Rotman who might represent denominations and professional educators on CIJE board.		VFL	11/28/90	2/11/91	
2.	Ask University Press staff about their plans for publicizing the final report.		VFL	12/14/90	2/11/91	
3.	Make follow-up phone calls regarding board membership to: a. S. Martin Lipset b. Esther Leah Ritz c. Daniel Shapiro		VFL	1/23/91	2/11/91	
4.	With SHH, develop a report on the status of requests for funding the CIJE.		VFL	1/23/91	2/11/91	
5.	Arrange for hard cover binding and special mailing of Commission reports.		VFL	1/23/91	2/28/91	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ZUCKER ASSIGNMENTS

ORIGINATOR VFL DATE 1/24/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Call contacts in San Francisco for suggestion of person to serve on the CIJE board.		HLZ	11/28/90	2/8/91	
2.	Schedule a meeting with Arnow-Weiler families.		HLZ	8/7/90	5/1/91	



MINUTES: COUNCIL STEERING COMMITTEE

DATE OF MEETING: February 11, 1991

DATE MINUTES ISSUED: February 14, 1991

PRESENT: Stephen H. Hoffman, Morton L. Mandel,
Henry L. Zucker, Virginia F. Levi (Sec'y)

BY TELECONFERENCE: Shulamith Elster, Seymour Fox, Annette Hochstein

- I. The minutes and assignments of January 23, 1991 were reviewed. It was agreed that the Council Steering Committee will review and discuss requests for support of programs in Jewish education, whether they are submitted to CIJE or MAF.

II. Status of Board Appointments

A list of prospective CIJE members was reviewed.

Assignment

- A. It was agreed that SF will call Mona Ackerman about foundation support and board membership.

- B. Gerald Cohen will let us know within a week whether he will join the CIJE board or identify another potential board member from Atlanta or the Southeast.

Assignment

- C. It has been suggested that Henry Koschitzky, rather than his wife Julia, be invited to serve on the board. SHH will contact Koschitzky when he returns from Israel.

Assignment

- D. SF plans to talk with Florence Melton on February 15 about joining the board.

III. Plans for First Board Meeting

The meeting has been scheduled for Tuesday, April 9 at CJF in New York.

- A. The agenda will include the following items:

1. Purpose of the CIJE.
2. CIJE leadership.
3. Long-term agenda.
4. Objectives and priorities for the first year.
5. Proposed budget.
6. Staff recruitment, office space, and other logistics.

- Assignment B. It was suggested that the counselor/camper approach be put in place prior to the April board meeting so that board members can be prepared for the meeting and the agenda can reflect their feedback. SHH will prepare assignments of counselors.

IV. Senior Policy Advisors

A meeting of senior policy advisors has been scheduled for Tuesday, March 12 at CJF. The list of potential senior policy advisors is currently as follows:

Robert Abramson	Sara Lee
Jack Bieler	Danny Pekarsky
David Dubin	Bernie Reisman
Josh Elkin	Art Rotman
Sylvia Ettenberg	Alvin Schiff
Joshua Fishman	Barry Shrage
Yitz Greenberg	Steve Solender
Richard Joel	Eliot Spack
Marty Kraar	Jon Woocher

- Assignment In addition, SHH has asked the organization of national youth directors to designate an advisor and will follow up with Sid Clearfield.

- Assignment MLM will ask Alex Schindler who should be invited from UAHC.

- Assignment SHH will ask Norman Lamm whom to invite from the Orthodox movement.

- Assignment SHH and VFL will prepare a grid of potential senior policy advisors to check for inclusiveness.

V. Follow-up on CIJE Assignments

- Assignment A. A paper on pre-service and in-service training, just received from AH, was discussed. It was agreed that the next step is to identify a panel of experts to consult with one or more people who can undertake the tasks defined in the paper. SE will work with SF and AH to identify these people for the training aspect of our work.
- Assignment SF will forward to SHH his thoughts on the cost of this process.

B. Proposal on Research Capability

- Assignment Israel Scheffler is unavailable to draft this proposal, but is willing to sit on a panel to work with a researcher. SF will prepare a brief paper outlining the issues to be considered in an assessment of research capability. He will submit this by February 18.

Assignment

It was agreed that SF and AH will prepare similar brief background papers on each of the areas, e.g. lead communities, to be undertaken by the CIJE. These will serve as the basis for discussion at the senior policy advisors' meeting on March 12. Each paper is to include both a context and an action plan, noting the kinds of decisions needed or questions to be answered to reach our stated goals.

VI. Funding Update

A chart summarizing funding commitments was reviewed. It was noted that the camper approach will help to prepare people for the funding request. We will continue to push on this during the weeks ahead.

VII. Status of Staffing

Assignment

SE has prepared a draft of a position description of a planner and will forward it to SF and AH for their reactions. She will continue to seek candidates and gather resumes.

VIII. Status Report on Grant Proposals

A. JCCA

AH reported that she has been meeting with JCCA staff and will soon have a revised proposal for the development of a program to train JCC personnel. She will try to determine the relationship of this proposal to a planning proposal recently submitted to Wexner. We will consider whether support for the JCCA proposal should come solely from the MAF or from a variety of sources when we know the amount being sought. We were reminded of the importance of developing a program which can continue to function when start-up funding is concluded.

B. Yeshiva University

The planning grant has been approved and the planning process will continue until June.

C. Jewish Theological Seminary

SF and AH are in conversation with Ismar Schorsch and Aryeh Davidson about this proposal.

D. Hebrew Union College

SF has spoken with Fred Gottschalk and Sara Lee, who have agreed to do some long-range planning and develop a more focused proposal.

IX. Jewish Agency Authority

Assignment

It was reported that the diaspora leadership of the Jewish Agency is appointing four resident Israelis for the Executive of the new Education Authority. It was agreed that SF would arrange for Avraham Infeld to take responsibility for keeping SHH informed so that we can intervene where necessary.

X. Next Meeting

It was tentatively agreed that a teleconference will be held on Monday, March 11 at 7:30 a.m. Cleveland time, to include the same participants.



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SUBJECT/OBJECTIVE ELSTER ASSIGNMENTS

ORIGINATOR VFL DATE 2/14/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Send draft of position description of a planner to SF and AH.		SE	2/11/91	2/15/91	
2.	Work with SF and AH to identify people who can undertake tasks defined in paper on pre-service and in-service training.		SE	2/11/91	3/11/91	
3.	Draft an approach to developing a best practices panel.		SE	1/23/91	TBD	





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SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR VFL DATE 2/14/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Prepare a brief paper outlining the issues to be considered in an assessment of research capability.		SF	2/11/91	2/18/91	
2.	Contact regarding foundation support and/or board membership: a. Florence Melton b. Mona Ackerman		SF	2/11/91	2/28/91	
3.	With AH, prepare brief background paper on each area to be undertaken by the CIJE.		SF	2/11/91	2/28/91	
4.	Forward to SHH, thoughts on cost of implementing recommendations on training.		SF	2/11/91	2/28/91	
5.	Arrange for Avraham Infeld to keep SHH informed about the work of the Education Authority.		SF	2/11/91	2/28/91	
6.	Invite Rabbi Twersky to prepare an op ed piece.		SF	10/30/90	TBD	

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SUBJECT/OBJECTIVE S. HOFFMAN ASSIGNMENTS

ORIGINATOR VFL DATE 2/14/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Contact the following regarding foundation support and/or board membership: a. Henry Koschitzky b. Eli Evans c. David Hirschhorn		SHH	1/23/91	2/28/91	
2.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	2/28/91	
3.	Ask Norman Lamm whom to invite as an advisor from the Orthodox movement.		SHH	2/11/91	2/28/91	
4.	Prepare an invitation to prospective Council senior policy advisors.		SHH	8/22/90	3/1/91	
5.	Set up a system whereby senior policy advisors keep board members informed and involved through phone calls and visits.		SHH	1/23/91	3/12/91	
6.	Prepare assignments of "counselors" prior to April board meeting.		SHH	2/11/91	4/1/91	
7.	Recruit a chief professional officer.		SHH	8/7/90	9/1/91	
	<u>AS TIME PERMITS</u>					
8.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
9.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	
10.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	

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SUBJECT/OBJECTIVE S. HOFFMAN ASSIGNMENTS

ORIGINATOR VFL DATE 2/14/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
11.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
12.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE LEVI ASSIGNMENTS

ORIGINATOR VFL DATE 2/14/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	With SHH, prepare a grid of potential senior policy advisors to check for inclusiveness.		VFL	2/11/91	2/28/91	
2.	Arrange for special mailing of hard cover Commission reports.		VFL	1/23/91	3/15/91	





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SUBJECT/OBJECTIVE ZUCKER ASSIGNMENTS

ORIGINATOR VFL DATE 2/14/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Call contacts in San Francisco for suggestion of person to serve on the CIJE board.		HLZ	11/28/90	3/1/91	
2.	Schedule a meeting with Arnow-Weiler families.		HLZ	8/7/90	5/1/91	



MINUTES: CIJE STEERING COMMITTEE

DATE OF MEETING: February 27, 1991

DATE MINUTES ISSUED: February 28, 1991

PRESENT: Shulamith Elster, Seymour Fox, Annette Hochstein,
Stephen Hoffman, Virginia Levi, Henry L. Zucker

COPY TO: Morton L. Mandel

I. Status of Pending Grant Proposals

A. JCC Association

Assignment

Assignment

AH continues to work with Don Scher and Barry Chazen on the formulation of a proposal. The focus may change to maximizing the training of general education professionals at JCCs. A preliminary proposal should be ready within the next two weeks. AH will clarify its relationship to the original proposal submitted to MAF to train outstanding executive directors. She will also clarify the status of the Wexner proposal. No action is required of MAF-Cleveland until a new proposal is in hand.

B. Yeshiva University Planning Grant

A planning commission has been established and is working with Jack Ukeles, in consultation with AH. Following a planning retreat scheduled for March, we will get a clearer sense of their direction. It was agreed that, when a proposal is submitted, we will talk with them about finding partners for funding their program.

C. Jewish Theological Seminary

JTS has a planning grant from Wexner for their School of Education. It is likely that one piece of a comprehensive proposal on personnel will be submitted to MAF. SF and AH are in touch with JTS and will advise us when it is appropriate to consider a proposal.

D. Hebrew Union College

SF and AH are to talk with Gottschalk and Lee about the direction HUC will take, especially whether to pursue a program of research or training. The next step is likely to be a proposal for a planning grant, but this is not yet clear and no action is necessary at present.

III. Agenda of Senior Policy Advisors Meeting

The senior policy advisors are scheduled to meet March 12 in New York. The proposed agenda for the meeting is as follows:

A. General orientation

1. Spend approximately 30 minutes bringing the group up to date on the recommendations of the Commission and action which has been taken since the issuance of the report. Review minutes of the meeting of the working group in Jerusalem.
2. Review working papers on building the profession (SE), lead communities (SHH), and research (JW). SF and AH will work with SE to prepare papers to be used as the basis of these three presentations.

Woocher's presentation will also refer to work he is doing on the development of a data base.

- #### B.
- Break into groups to consider the three working papers and recommend specific approaches to the issues.

It is anticipated that policy advisors will begin to identify what lead communities will look like, will flesh out directions we should take with pre- and in-service training, and will identify priorities for conducting research and establishing a data base.

It was noted that community support is also a Commission priority. It is anticipated that community advocacy will grow out of this process, especially as concrete recommendations are presented to the CIJE Board. Senior policy advisors should be reminded of the centrality of this issue and informed that it will be discussed at a future meeting.

It was suggested that senior policy advisors might also consider how to approach the establishment of a best practices panel. While it may be premature to go into detail at this time, we do wish to have this in place when we begin to work with lead communities and should develop a framework to allow us to seek a funder for this approach in the near future.

- #### C.
- Return to plenary to discuss recommendations of subgroups.

We hope to be prepared to go to the CIJE Board with recommendations for establishing a strategy on pre- and in-service training, an approach to developing a research capability, and a plan for establishing lead communities. If we can get Board approval of these approaches on April 9, prospective funders can be approached with a specific agenda and the CIJE can begin to take concrete steps.

Assignment

It was agreed that SE, SF, and AH would consult further on this on February 28 and would provide SHH with an outline of materials to be prepared by March 5. This will be the basis of discussion at our next teleconference on Wednesday, March 6 at 8:30 a.m.

It was agreed that one purpose of the meeting is to get these key players in Jewish education to participate, feel involved, and take ownership.

IV. Report on Boston Seminar

It was reported that nineteen Jerusalem Fellows met in Boston in early February. A written report of this seminar is currently being prepared and will be shared with this group and MAF when it is ready.



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ELSTER ASSIGNMENTS

ORIGINATOR VFL

DATE 2/28/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Work with SF and AH to identify people who can undertake tasks defined in paper on pre-service and in-service training.		SE	2/11/91	3/11/91	
2.	Draft an approach to developing a best practices panel.		SE	1/23/91	TBD	



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SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR

VFL

DATE 2/28/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Prepare a brief paper outlining the issues to be considered in an assessment of research capability.		SF	2/11/91	3/5/91	
2.	With AH, prepare brief background paper on each area to be undertaken by the CIJE, and with SE prepare outline for use at senior policy advisors meeting.		SF	2/11/91	3/5/91	
3.	Contact regarding foundation support and/or board membership: a. Florence Melton b. Mona Ackerman		SF	2/11/91	3/15/91	
4.	Forward to SHH, thoughts on cost of implementing recommendations on training.		SF	2/11/91	3/27/91	
5.	Invite Rabbi Twersky to prepare an op ed piece.		SF	10/30/90	TBD	



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SUBJECT/OBJECTIVE HOCHSTEIN ASSIGNMENTS

ORIGINATOR VFL

DATE 2/28/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Clarify relationship of new JCCA proposal to original proposal submitted to MAF to train outstanding executive directors.		AH	2/27/91	3/13/91	
2.	Clarify status of JCCA proposal for Wexner planning grant.		AH	2/27/91	3/13/91	
3.	Follow up with S. Martin Lipset on progress of review of CJF population data.		AH	2/27/91	3/24/91	

- ☐ **ASSIGNMENTS**
☐ **ACTIVE PROJECTS**
☐ **RAW MATERIAL**
☐ **FUNCTIONAL SCHEDULE**

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOFFMAN ASSIGNMENTS

ORIGINATOR VFL

DATE 2/28/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Contact the following regarding foundation support and/or board membership: a. Henry Koschitzky b. Eli Evans		SHH	1/23/91	3/12/91	
2.	Ask Norman Lamm whom to invite as an advisor from the Orthodox movement.		SHH	2/11/91	3/12/91	
3.	Set up a system whereby senior policy advisors keep board members informed and involved through phone calls and visits.		SHH	1/23/91	3/12/91	
4.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	3/27/91	
5.	Prepare assignments of "counselors" prior to April board meeting.		SHH	2/11/91	4/1/91	
6.	Talk with Mark Lainer about support for CIJE from his family.		SHH	2/27/91	4/15/91	
7.	Recruit a chief professional officer.		SHH	8/7/90	9/1/91	
	<u>AS TIME PERMITS</u>					
8.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
9.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	
10.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
11.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
12.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	

- ☐ ASSIGNMENTS
- ☐ ACTIVE PROJECTS
- ☐ RAW MATERIAL
- ☐ FUNCTIONAL SCHEDULE

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FUNCTION	COUNCIL STEERING COMMITTEE	
SUBJECT/OBJECTIVE	LEVI ASSIGNMENTS	
ORIGINATOR	VFL	DATE 2/28/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Arrange for special mailing of hard cover Commission reports.		VFL	1/23/91	3/15/91	



- ☐ ASSIGNMENTS
☐ ACTIVE PROJECTS
☐ RAW MATERIAL
☐ FUNCTIONAL SCHEDULE

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ZUCKER ASSIGNMENTS

ORIGINATOR VFL DATE 2/28/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Call contacts in San Francisco for suggestion of person to serve on the CIJE board.		HLZ	11/28/90	3/1/91	
2.	Schedule a meeting with Arnow-Weiler families.		HLZ	8/7/90	5/1/91	



MINUTES: CIJE STEERING COMMITTEE

DATE OF MEETING: March 7, 1991

DATE MINUTES ISSUED: March 8, 1991

PRESENT: Shulamith Elster, Annette Hochstein, Stephen Hoffman,
Henry L. Zucker, Virginia F. Levi (Sec'y)

COPY TO: Seymour Fox, Morton L. Mandel

I. The minutes of February 27 were reviewed.

II. Status of Pending Grant Proposals

A. JCC Association

It was reported that a new proposal has been drafted by JCCA staff and submitted to MAF-Israel. AH will review the proposal and share it with MAF-Cleveland. The request is for a planning grant to develop a program of Jewish education training for JCCA staff.

B. Yeshiva University Planning Grant

SF will meet with Jack Ukeles on March 12 to discuss the work of the Yeshiva Planning Commission.

C. Jewish Theological Seminary

AH has a meeting scheduled with Aryeh Davidson to discuss the status of JTS' proposal on personnel.

D. Hebrew Union College

SF will meet with Sara Lee on March 12 to discuss the status of a proposal from HUC.

E. Reconstructionist Rabbinical College

It was reported that a new proposal has just been received and will be reviewed.

F. Jerusalem Municipality

Michael Gal is working on a new proposal and will submit it to MAF-Israel.

III. Plans for March 12 Senior Policy Advisors Meeting

A. Agenda

The previously proposed agenda was approved. It was agreed that we are not ready to include best practices in the discussion on March 12, but that SHH would indicate that work is progressing on this subject.

B. Materials for Use at the Meeting

Drafts of papers on training, lead communities, and research had been submitted by AH. It was agreed that SE would make some revisions, check them with AH, and have the papers available for distribution at the March 12 meeting. We will make it clear at the meeting that these are preliminary working papers, not for distribution or publication.

C. Assignment to Breakout Groups

The working papers will be reviewed in groups as follows:

1. Training/Building the Profession

Josh Elkin-Chair, Jack Bieler, Sylvia Ettenberg, Joshua Fishman, Bernie Reisman, Eliot Spack, Shulamith Elster

2. Lead Communities

Art Rotman-Chair, David Dubin, Yitz Greenberg, Richard Joel, Marty Kraar, Barry Shrage, Steve Solender, Steve Hoffman, Ginny Levi (recorder)

3. Research

Jon Woocher-Chair, Sara Lee, Dan Pekarsky, Alvin Schiff, Seymour Fox

Chairs will be asked to appoint recorders for groups 1 and 3.

Working papers will be distributed to the groups responsible for them early in the meeting. They will be given time to review the papers prior to discussion. All participants will receive copies of the papers not reviewed by their groups prior to the conclusion of the meeting.

- D. SHH will talk with Lamm and Schindler about representatives of their organizations to serve on the CIJE senior policy advisors. If either representative is identified and available to attend the meeting, he will be added to the group on training.

Assignment

Assignment

IV. Additional Board Members

- A. It was reported that MLM had spoken with Schindler and been advised to invite Mel Merians to serve on the CIJE Board.

Assignment

- B. It was reported that HLZ had spoken with Phyllis Cook and Brian Lurie of San Francisco and had been advised to invite Bud Goldman to serve on the CIJE Board. SHH will follow up.

V. Future Conference Calls

Telecons were confirmed for March 20, March 27, and April 3, all at 8:30 a.m. Cleveland time.



- ☐ ASSIGNMENTS
☐ ACTIVE PROJECTS
☐ RAW MATERIAL
☐ FUNCTIONAL SCHEDULE

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ELSTER ASSIGNMENTS

ORIGINATOR VFL DATE 3/8/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Work with SF and AH to identify people who can undertake tasks defined in paper on pre-service and in-service training.		SE	2/11/91	3/11/91	
2.	Make revisions on drafts of papers on training, lead communities, and research, check them with AH, and have ready for 3/12 meeting.		SE	3/7/91	3/11/91	
3.	Draft an approach to developing a best practices panel.		SE	1/23/91	TBD	

- ☐ ASSIGNMENTS
☐ ACTIVE PROJECTS
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☐ FUNCTIONAL SCHEDULE

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR VFL DATE 3/8/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact regarding foundation support and/or board membership: a. Florence Melton b. Mona Ackerman		SF	2/11/91	3/15/91	
2.	Forward to SHH, thoughts on cost of implementing recommendations on training.		SF	2/11/91	3/27/91	
3.	Invite Rabbi Twersky to prepare an an op ed piece.		SF	10/30/90	TBD	

- ☐ ASSIGNMENTS
☐ ACTIVE PROJECTS
☐ RAW MATERIAL
☐ FUNCTIONAL SCHEDULE

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOCHSTEIN ASSIGNMENTS

ORIGINATOR VFL DATE 3/8/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Clarify status of JCCA proposal for Wexner planning grant.		AH	2/27/91	3/13/91	
2.	Follow up with S. Martin Lipset on progress of review of CJF population data.		AH	2/27/91	3/24/91	



- ☐ **ASSIGNMENTS**
☐ **ACTIVE PROJECTS**
☐ **RAW MATERIAL**
☐ **FUNCTIONAL SCHEDULE**

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOFFMAN ASSIGNMENTS

ORIGINATOR VFL **DATE** 3/8/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Contact the following regarding foundation support and/or board membership: a. Henry Koschitzky b. Eli Evans		SHH	1/23/91	3/12/91	
2.	Ask Norman Lamm and Alex Schindler whom to invite from their organizations to serve on the CIJE senior policy advisors.		SHH	3/8/91	3/12/91	
3.	Set up a system whereby senior policy advisors keep board members informed and involved through phone calls and visits.		SHH	1/23/91	3/12/91	
4.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	3/27/91	
5.	Invite Bud Goldman to serve on the CIJE Board.		SHH	3/8/91	4/1/91	
6.	Prepare assignments of "counselors" prior to April board meeting.		SHH	2/11/91	4/1/91	
7.	Talk with Mark Lainer about support for CIJE from his family.		SHH	2/27/91	4/15/91	
8.	Talk with Bob Hiller about a benefits package for Jewish professionals.		SHH1	3/8/91	4/15/91	
9.	Recruit a chief professional officer.		SHH	8/7/90	9/1/91	
	<u>AS TIME PERMITS</u>					
10.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
11.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	

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FUNCTION	COUNCIL STEERING COMMITTEE	
SUBJECT/OBJECTIVE	HOFFMAN ASSIGNMENTS	
ORIGINATOR	VFL	DATE 3/8/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
12.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
13.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
14.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	





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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE LEVI ASSIGNMENTS

ORIGINATOR VFL DATE 3/8/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Arrange for special mailing of hard cover Commission reports.		VFL	1/23/91	3/15/91	





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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ZUCKER ASSIGNMENTS

ORIGINATOR VFL DATE 3/8/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Schedule a meeting with Arnow-Weiler families.		HLZ	8/7/90	5/1/91	



MINUTES: CIJE STEERING COMMITTEE

DATE OF MEETING: March 20, 1991

DATE MINUTES ISSUED: March 20, 1991

PRESENT: Shulamith Elster, Seymour Fox, Annette Hochstein,
Stephen Hoffman, Virginia F. Levi (Sec'y)

COPY TO: Morton L. Mandel, Henry L. Zucker

I. Status of Pending Grant Proposals

A. JCC Association

Assignment

Art Rotman has indicated that we should consider the proposal initiated in the States, not the one being developed in Israel. This involves the training of the top leaders of the JCCA movement. AH will review the proposal and provide her comments while she is in the States next month.

B. Yeshiva University Planning Grant

Jack Ukeles continues to work with Yeshiva. A planning seminar is scheduled for April. The process should yield a comprehensive proposal on schedule.

C. Jewish Theological Seminary

AH met with Aryeh Davidson to discuss the status of this proposal. Davidson is now preparing a proposal for improving and expanding teacher training and placement for Conservative day schools.

D. Hebrew Union College

SF met with Sara Lee on March 12. She agreed to consider development of a proposal for upgrading HUC's training program. She and her staff will now prepare a plan and a proposal. This may include a request for a planning grant.

E. Reconstructionist Rabbinical College

Assignment

We now have a new proposal from Arthur Green. VFL will fax it to AH and SE and it will be discussed during our next telecon.

F. Jerusalem Municipality

Assignment

AH anticipates having a proposal from Michael Gal in the next several weeks and will bring it with her to the States.

II. Status of Scheffler-Fox Paper

Assignment

SF reported that he will meet with Scheffler during the week of April 15 and anticipates completing the paper shortly thereafter. It was felt that there is still a need for this paper and that it will be of use to the CIJE in its work.

III. Follow-up on CIJE Funding

- A. SHH will continue to work with Mark Lainer on potential support.
- B. Florence Melton advised SF to discuss this with her again in June. We will not invite her to the April CIJE board meeting.
- C. Eli Evans is prepared to support the CIJE one year at a time if we promise to push technology in lead communities. It was felt that this could and should be done and that we should offer to work with Evans.
- D. SF met with Kathy Hat and felt that she would encourage Mona Ackerman to support the CIJE for three years. SF is to call Hat next week for an answer.
- E. No final decision was reached on whether to invite to the April 9 meeting potential funders who have not yet made a commitment. SHH will discuss this with MLM. A conversation with Charles Bronfman is probably necessary before invitations can be extended. SHH will let the Steering Committee know the outcome of that discussion.

Assignment

IV. Review of Senior Policy Advisors Meeting

It was felt that the March 12 meeting of senior policy advisors went well. Attendance was good and participants appeared to feel good about their involvement. Discussion was constructive and covered a lot of ground. The outcome was minimal modification to the recommendations made in Jerusalem.

It was felt that we now have a reasonably clear idea of next steps to be taken with respect to lead communities and research. It is less clear where we go with training. It was suggested that the next step may be to draw up a master plan to deal with the shortage of training opportunities. In order to do this, we might form a committee of experts and academics; identify an individual, probably a planner, to collect data; identify where gaps exist; and begin to recommend solutions.

Assignment

SF and AH will fax to SHH a list of possible committee members. SE will begin to identify people who might undertake this work.

V. Follow up on Possible Additions to CIJE Board

- A. Bud Goldman has been suggested as a possible West Coast representative. This suggestion is under consideration and no further action is necessary at the moment.
- B. Alex Schindler has suggested that Mel Merians be appointed. SHH will discuss this with MLM.

Assignment

VI. Plans for April 9 Board Meeting

A. Agenda

Following is the currently proposed agenda for the meeting.

1. CIJE structure
2. Finance and administration
3. Staffing
4. Action plan
 - a. Lead communities
 - b. Pre-professional/in-service training
 - c. Research capability
 - d. Best practice
5. Foundation community contacts and issues

It was suggested that the board be kept apprised of key initiatives in Jewish education that are being undertaken. We might ask participating foundation principals to report briefly, (three minutes) on initiatives they are currently funding.

B. Communications Agenda

It was suggested that the following be sent to CIJE board members in advance of the meeting:

1. A memo from MLM approximately one week prior to the meeting with an update on staff.
2. The minutes of the January Jerusalem meeting and the March senior policy advisors meeting, edited to make recommendations more tentative.

3. It was suggested that mailing the summary papers on lead communities, research, and training might be too much. However, a timeline for action on lead communities might be helpful. SHH will work on this.

Assignment

- C. Counselor/camper assignments will be discussed during the next telecon.

- D. A chart summarizing the attendance plans of those invited to the meeting was reviewed and the following assignments for follow up were made:

Assignment

Irwin Field-VFL
Max Fisher-MLM
Charles Goodman-SHH
Arthur Green-VFL
David Hirschhorn-VFL
Mark Lainer-SHH
Norman Lipoff-VFL
S. Martin Lipset-SHH

- E. SHH reported that he had spoken with Bob Hiller about the development of a benefits package for Jewish professionals. Hiller is interested and expressed a willingness to fund a study on the subject. SHH will talk to Jon Woocher about benefits consultants who might be available to work on this project.

Assignment

- VII. The next telecon will take place on Wednesday, March 27 at 9:00 a.m. Cleveland time.

- ☐ ASSIGNMENTS
☐ ACTIVE PROJECTS
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☐ FUNCTIONAL SCHEDULE

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FUNCTION	COUNCIL STEERING COMMITTEE		
SUBJECT/OBJECTIVE	ELSTER ASSIGNMENTS		
ORIGINATOR	VFL	DATE	3/20/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Work with SF and AH to identify people who can undertake tasks defined in paper on pre-service and in-service training.		SE	2/11/91	3/27/91	
2.	Draft an approach to developing a best practices panel with Barry Holtz.		SE	1/23/91	TBD	



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR VFL DATE 3/20/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact regarding foundation support and/or board membership: a. Florence Melton b. Mona Ackerman		SF	2/11/91	6/10/91 3/27/91	
2.	Send SHH a list of suggested members of a training oversight committee.		SF	3/20/91	3/25/91	
3.	Meet with Israel Scheffler to discuss completion of research paper.		SF	3/20/91	5/1/91	
4.	Invite Rabbi Twersky to prepare an op ed piece.		SF	10/30/90	TBD	

- ☐ ASSIGNMENTS
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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOCHSTEIN ASSIGNMENTS

ORIGINATOR VFL DATE 3/20/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Get proposal for Jerusalem Municipality from Michael Gal and bring to U.S.		AH	3/20/91	4/10/91	
2.	Follow up with S. Martin Lipset on progress of review of CJF population data.		AH	2/27/91	4/15/91	
3.	Review JCCA proposal from Art Rotman and provide comments while in the U.S.		AH	3/20/91	4/19/91	

AMERICAN JEWISH
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- ☐ ASSIGNMENTS
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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOFFMAN ASSIGNMENTS

ORIGINATOR VFL DATE 3/20/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Discuss with MLM whether to invite potential funders to April 9 meeting.		SHH	3/20/91	3/21/91	
2.	Discuss with MLM if Mel Merians should be appointed to CIJE board.		SHH	3/20/91	3/21/91	
3.	Ask Alex Schindler whom to invite to serve as a senior policy advisor.		SHH	3/8/91	3/27/91	
4.	Set up a system whereby senior policy advisors keep board members informed and involved through phone calls and visits.		SHH	1/23/91	3/27/91	
5.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	3/27/91	
6.	Work on a timeline for action on lead communities.		SHH	3/20/91	3/27/91	
7.	Follow up on attendance at April 9 meeting with: a. Charles Goodman b. Mark Lainer c. S. Martin Lipset		SHH	3/20/91	3/27/91	
8.	Invite Bob Hirt to join senior policy advisors.		SHH	3/20/91	3/31/91	
9.	Invite Bud Goldman to serve on the CIJE Board.		SHH	3/8/91	4/1/91	
10.	Contact Henry Koschitsky regarding foundation support and/or board membership.		SHH	1/23/91	4/1/91	
11.	Talk to Jon Woocher about consultants to work on benefits package.		SHH	3/20/91	4/3/91	
12.	Talk with Mark Lainer about support for CIJE from his family.		SHH	2/27/91	4/15/91	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOFFMAN ASSIGNMENTS

ORIGINATOR VFL DATE 3/8/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
13.	Recruit a chief professional officer. <u>AS TIME PERMITS</u>		SHH	8/7/90	9/1/91	
14.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
15.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	
16.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
17.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
18.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	

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FUNCTION	COUNCIL STEERING COMMITTEE		
SUBJECT/OBJECTIVE	LEVI ASSIGNMENTS		
ORIGINATOR	VFL	DATE	3/20/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Fax proposal from Arthur Green to AH and SE.		VFL	3/20/91	3/22/91	
2.	Follow up on attendance at April 9 meeting with: <ul style="list-style-type: none"> a. Irwin Field b. Arthur Green c. David Hirschhorn d. Norman Lipoff 		VFL	3/20/91	3/27/91	





PREMIER INDUSTRIAL CORPORATION

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ZUCKER ASSIGNMENTS

ORIGINATOR VFL

DATE 3/20/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Schedule a meeting with Arnow-Weiler families.		HLZ	8/7/90	5/1/91	



MINUTES: CIJE STEERING COMMITTEE

DATE OF MEETING: April 3, 1991

DATE MINUTES ISSUED: April 4, 1991

PRESENT: Shulamith Elster, Annette Hochstein,
Stephen Hoffman, Virginia F. Levi (Sec'y)

COPY TO: Seymour Fox, Morton L. Mandel, Henry L. Zucker

- I. The minutes and assignments of March 20 were reviewed. It was reported that the Riklis Foundation is not currently prepared to commit funding to the CIJE. A decision on whether to invite representatives of non-participating foundations to join the CIJE board awaits a conversation between MLM and Charles Bronfman.

It was reported that Melvin Merians, new chairman of the UAHC, has agreed to serve on the CIJE board and that Alex Schindler has appointed Daniel Syme to represent UAHC on the senior policy advisors.

II. Status of Pending Grant Proposals

A. JCC Association

Assignment

SF and AH plan to meet with Art Rotman for clarification of the proposal during their trip to the States.

B. Yeshiva University Planning Grant

This proceeds on schedule.

C. Jewish Theological Seminary

Assignment

SF and AH will meet with Aryeh Davidson while in the States and expect to receive a proposal at that time.

D. Hebrew Union College

We now have a proposal for a planning grant. It will be reviewed and discussed in the near future.

E. Reconstructionist Rabbinical College

This is to be discussed further with AH when she is in the States. Concerns were raised regarding adequate evaluation of candidates for the program, the lack of detailed information on staffing the program, the need to identify long-term funding, and the need for ongoing evaluation of the proposed program.

F. University of Judaism - Wilstein Institute

We have received a letter from Lipset reporting on his proposed timetable and promising an interim report in July and a final report in December.

G. Ramaz

VFL will fax the proposal to AH and SE. The Jim Joseph Foundation may consider co-funding this project. It is to be discussed further.

H. Torah Umesorah

SHH has asked Rabbi Fishman for a concrete proposal.

I. Jewish Heritage Video Collection

Eli Evans has supplied a concept paper on this major Revson Foundation interest. It will be circulated to Steering Committee members and discussed further in the future.

III. April 9 Board Meeting

The following agenda was tentatively approved:

A. CIJE operations

- | | |
|-------------------------------|-----|
| 1. Structure | MLM |
| 2. Finance and administration | SHH |
| 3. Staffing | MLM |

B. Action plan

- | | |
|--|-----|
| 1. Pre-professional/In-service training
and best practice | SE |
| 2. Research capability | JW |
| 3. Lead communities | SHH |

C. Foundation community contacts and issues MLM/SHH

It was agreed that the focus during presentation of the action plan will be on lead communities. The other presentations will be status reports including definition, identification of issues and needs, and a possible timetable for action.

We may request board action on the proposal prepared by Jon Woocher, to take the first steps toward establishment of a North American Jewish Education Data Bank. It was suggested that eventually this data bank be expanded to incorporate a clearinghouse for best practices, but agreed that it is premature to propose this now.

During the presentation on lead communities we will seek a decision from the board on whether to take a shotgun approach to identifying the communities or to invite communities to apply. We will outline a timetable for action, to include site visits and identification of communities with a goal to begin implementation by September.

The presentation on foundation community contacts and issues might include the following:

1. A summary of Jewish education proposals approved or under review by the Mandel Associated Foundations.
2. A report on discussions with Eli Evans regarding support for technology.
3. A report by SHH on his conversation with Bob Hiller about the creation of a national benefits package.
4. Call on Bronfman, Hausdorff and Hirschhorn to report briefly on recent activities of their foundations in support of Jewish education.

IV. Preparations for Board Meeting

Assignment

- A. SHH will brief MLM and prepare a detailed outline of the day, including desired outcomes and potential problems.

B. Logistics

1. Luncheon will be served before the meeting officially begins.
2. Participants will be asked to pick up their placecards and put them at their own places rather than our assigning seats.
3. Binders will be distributed at the meeting and will include the following:
 - a. Mission statement
 - b. Minutes of Jerusalem meeting
 - c. Minutes of March 12 senior policy advisors meeting
 - d. Woocher proposal
 - e. Executive summary of Commission report
 - f. Current lists of board members and senior policy advisors
 - g. Agenda

C. Follow up

At the preplan meeting set for Monday, April 8 at 3:00 p.m., we will discuss plans for follow up to the meeting, including the assignment of counselors to campers.

- ☐ ASSIGNMENTS
☐ ACTIVE PROJECTS
☐ RAW MATERIAL
☐ FUNCTIONAL SCHEDULE

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ELSTER ASSIGNMENTS

ORIGINATOR VFL DATE 4/4/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Work with SF and AH to identify people who can undertake tasks defined in paper on pre-service and in-service training.		SE	2/11/91	4/15/91	
2.	Draft an approach to developing a best practices panel with Barry Holtz.		SE	1/23/91	TBD	



- ☐ ASSIGNMENTS
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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR VFL DATE 4/4/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact regarding foundation support and/or board membership: a. Florence Melton		SF	2/11/91	6/10/91	
2.	Send SHH a list of suggested members of a training oversight committee.		SF	3/20/91	4/15/91	
3.	Meet with Israel Scheffler to discuss completion of research paper.		SF	3/20/91	5/1/91	
4.	Invite Rabbi Twersky to prepare an op ed piece.		SF	10/30/90	TBD	

- ☐ ASSIGNMENTS
☐ ACTIVE PROJECTS
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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOCHSTEIN ASSIGNMENTS

ORIGINATOR VFL DATE 4/4/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Follow up with S. Martin Lipset on progress of review of CJF population data.		AH	2/27/91	4/15/91	
2.	Review JCCA proposal with Art Rotman while in the U.S.		AH	3/20/91	4/19/91	
3.	With SF, meet with Aryeh Davidson to discuss JTS proposal.		AH	4/3/91	4/19/91	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOFFMAN ASSIGNMENTS

ORIGINATOR VFL DATE 4/4/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Set up a system whereby senior policy advisors keep board members informed and involved through phone calls and visits.		SHH	1/23/91	4/8/91	
2.	Work on a timeline for action on lead communities.		SHH	3/20/91	4/8/91	
3.	Prepare detailed outline for board meeting, including desired outcomes and potential problems, and brief MLM.		SHH	4/3/91	4/8/91	
4.	Talk to Jon Woocher about consultants to work on benefits package.		SHH	3/20/91	4/10/91	
5.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	5/1/91	
6.	Consider inviting Bud Goldman to serve on the CIJE Board.		SHH	3/8/91	5/1/91	
7.	Contact Henry Koschitsky regarding foundation support and/or board membership.		SHH	1/23/91	5/1/91	
8.	Recruit a chief professional officer.		SHH	8/7/90	9/1/91	
	<u>AS TIME PERMITS</u>					
9.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
10.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	
11.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
12.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
13.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	

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FUNCTION	COUNCIL STEERING COMMITTEE		
SUBJECT/OBJECTIVE	ZUCKER ASSIGNMENTS		
ORIGINATOR	VFL	DATE	4/4/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Schedule a meeting with Arnow-Weiler families.		HLZ	8/7/90	5/1/91	



MINUTES: CIJE STEERING COMMITTEE

DATE OF MEETING: April 11, 1991

DATE MINUTES ISSUED: April 15, 1991

PRESENT: Shulamith Elster (by telecon), Seymour Fox,
Annette Hochstein, Stephen Hoffman,
Virginia F. Levi (Sec'y), Henry L. Zucker

COPY TO: Morton L. Mandel

I. Reactions to April 9 CIJE Board Meeting

The group felt that the first board meeting was a success. Attendance was good, participation was high, and there was a sense of enthusiasm and serious interest among the board members.

It was noted that some board members are comfortable with the traditional role of a board, whereby the staff works up recommendations, presents them to the board, and the board takes action. Others seem to want to be more directly involved in the work. The recommendation to create subcommittees reflects this desire.

It was suggested that it will be difficult to run subcommittees with so small a staff. Scheduling a subcommittee meeting in the morning followed by a board meeting in the afternoon allows no time for follow up to the subcommittee activity, which might need to precede reports to the board. It is possible that subcommittees could meet via telecon, although this is not ideal. It was concluded that the suggestion to develop subcommittees should be thought through before further action is taken.

It was noted that the board clearly wishes to see signs of progress. The Steering Committee must see that action is now taken and that concrete evidence of progress is available for distribution to the board well in advance of the next meeting. With this goal in mind, it was suggested that we communicate regularly with the board members, bringing them up to date on actions being taken and progress made. This will occur through written communication and interaction with "counselors."

Assignment

It was reported that MLM and Charles Bronfman agree that we should now invite representatives of Crown, Revson, Wexner, and possibly a few other foundations to join the board without financial commitment for at least the next year. It was suggested that we may wish to consider other foundations and federations to be represented on the board.

II. Follow-up Assignments

- Assignment A. Following is a list of board members and the "counselors" assigned to stay in touch with them.

Charles Bronfman - SF with SHH	Mark Lainer - SHH
Gerald Cohen - SE	Norman Lamm - AH
John Colman - HLZ	Norman Lipoff - SHH
Irwin Field - SHH	S. Martin Lipset - SE
Max Fisher - SHH	Morton Mandel
Charles Goodman - AR	Matthew Maryles - AH
Alfred Gottschalk - SE	Melvin Merians - SE
Arthur Green - SE	Lester Pollack - AR
Neil Greenbaum - JW	Esther Leah Ritz - AH
Thomas Hausdorff - HLZ	Ismar Schorsh - AH
David Hirschhorn - SF	Isadore Twersky - SF
Ludwig Jesselson - AH	Bennett Yanowitz - SHH

- B. With board members who were not present at the meeting, counselors should review the meeting, using the minutes as a guide, and solicit their opinions on the issues discussed, e.g., the number of lead communities and how to identify and invite them, the importance of taking action on establishment of a data bank, and strategies for action in the training area.

Those who were present should be asked for their feedback and any additional thoughts which occurred to them following the meeting. They should also be asked which areas of CIJE focus are of particular interest to them.

A brief written report, summarizing the key points of discussion, should be submitted to VFL for circulation to all counselors.

III. Next Steps

- Assignment A. It was agreed that our top priority is to take action to establish lead communities. SE, SF, and AH will meet on April 17 and will discuss the following:

1. Simulation to determine:

- What are the minimal and optimal steps involved in establishing a lead community?
- What do you have to know first?
- What will CIJE have to deliver?
- What is the role of best practice in the establishment of a lead community?
- Etc.

The purpose of this activity will be to develop an outline of the content to be addressed in lead communities.

- Assignment 2. They will begin to develop a list of experts on which the CIJE can draw for working with lead communities.
- Assignment 3. SHH will meet with Abramson, Gurvis, Rotman, Shrage, Syme, and Woocher to determine how to proceed on the community organization side of lead communities. It was suggested that SE and SHH meet with Syme before such a meeting.
- Assignment 4. SE will develop an outline for how to proceed with the educational component of lead communities.

All of the above should be accomplished by the middle of June.

B. Research

- Assignment 1. SE, SF, and AH will work on a proposal to present to Isa Aron, stating what we seek as a first step in developing a research agenda.
- Assignment 2. SF and AH will propose a list of people to serve on an editorial board for the Aron study.
- Assignment 3. AH will talk with Jon Woocher about next steps for the establishment of a data bank.

C. Training

While time did not permit discussion of this area, it was later agreed that future discussions should include the development of an approach to in-service training. It was noted that this involves large numbers of people who can be engaged relatively quickly and is a means of indicating to the world of Jewish education that the CIJE is serious and is making progress. Future discussions should also include the proposal discussed with Bob Hiller to consider a portable benefits program. We may wish to establish a group to think through whether it can be done, how, and when.

IV. Future Telecons

It was agreed that future telecons will take place according to the following schedule, all meetings to take place at 8:30 a.m., Cleveland time:

Friday, April 26
Wednesday, May 1
Tuesday, May 7
Tuesday, May 14
Wednesday, May 29
Tuesday, June 4

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ELSTER ASSIGNMENTS

ORIGINATOR VFL

DATE 4/15/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Work with SF and AH to develop concrete means of establishing lead communities.		SE	4/11/91	4/19/91	
2.	Work with SF and AH on a proposal to Isa Aron stating what we seek as a first step in developing a research agenda.		SE	4/11/91	4/25/91	
3.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Gerald Cohen b. Alfred Gottschalk c. S. Martin Lipset d. Melvin Merians e. Arthur Green		SE	4/11/91	4/30/91	
4.	Work with SF and AH to identify people who can undertake tasks defined in paper on pre-service and in-service training.		SE	2/11/91	5/15/91	
5.	With SHH, meet with D. Syme.		SE	4/11/91	6/1/91	
6.	With SF and AH, develop list of experts on which CIJE can draw for working with lead communities.		SE	4/11/91	6/15/91	
7.	Develop outline for how to proceed with educational component of lead communities.		SE	4/11/91	6/15/91	
8.	Draft an approach to developing a best practices panel with Barry Holtz.		SE	1/23/91	TBD	

- ☐ **ASSIGNMENTS**
☐ **ACTIVE PROJECTS**
☐ **RAW MATERIAL**
☐ **FUNCTIONAL SCHEDULE**

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR VFL DATE 4/15/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Work with SE and AH to develop concrete means of establishing lead communities.		SF	4/11/91	4/19/91	
2.	Work with SE and AH on a proposal to Isa Aron stating what we seek as a first step in developing a research agenda.		SF	4/11/91	4/25/91	
3.	With AH, propose a list of people to serve on an editorial board for the Aron study.		SF	4/11/91	4/25/91	
4.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SHH b. David Hirschhorn c. Isadore Twersky		SF	4/11/91	4/30/91	
5.	Meet with Israel Scheffler to discuss completion of research paper.		SF	3/20/91	5/1/91	
6.	Send SHH a list of suggested members of a training oversight committee.		SF	3/20/91	5/15/91	
7.	Contact regarding foundation support and/or board membership: a. Florence Melton		SF	2/11/91		6/10/91
8.	With SE and AH, develop list of experts on which CIJE can draw for working with lead communities.		SF	4/11/91	6/15/91	
9.	Invite Rabbi Twersky to prepare an an op ed piece.		SF	10/30/90	TBD	

- ☐ **ASSIGNMENTS**
☐ **ACTIVE PROJECTS**
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☐ **FUNCTIONAL SCHEDULE**

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOCHSTEIN ASSIGNMENTS

ORIGINATOR VFL **DATE** 4/15/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Review JCCA proposal with Art Rotman while in the U.S.		AH	3/20/91	4/19/91	
2.	With SF, meet with Aryeh Davidson to discuss JTS proposal.		AH	4/3/91	4/19/91	
3.	Work with SE and SF to develop concrete means of establishing lead communities.		AH	4/11/91	4/19/91	
4.	Work with SE and SF on a proposal to Isa Aron stating what we seek as a first step in developing a research agenda.		AH	4/11/91	4/25/91	
5.	Talk with Jon Woocher about next steps for the establishment of a data bank.		AH	4/11/91	4/25/91	
6.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Matthew Maryles b. Ludwig Jesselson c. Norman Lamm d. Esther Leah Ritz e. Ismar Schorsch		AH	4/11/91	4/30/91	
7.	With SE and SF, develop list of experts on which CIJE can draw for working with lead communities.		AH	4/11/91	6/15/91	



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOFFMAN ASSIGNMENTS

ORIGINATOR VFL

DATE 4/15/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Talk to Jon Woocher about consultants to work on benefits package.		SHH	3/20/91	4/10/91	
2.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SF b. Irwin Field c. Max Fisher d. Norman Lipoff e. Mark Lainer f. Bennett Yanowitz		SHH	4/11/91	4/30/91	
3.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	5/1/91	
4.	Consider inviting Bud Goldman to serve on the CIJE Board.		SHH	3/8/91	5/1/91	
5.	Contact Henry Koschitsky regarding foundation support and/or board membership.		SHH	1/23/91	5/1/91	
6.	Work on a timeline for action on lead communities.		SHH	3/20/91	5/15/91	
7.	Invite representatives of Crown, Revson, Wexner, and possibly a few other foundations, to join the board without financial commitment for next year.		SHH	4/11/91	5/15/91	
8.	With SE, meet with D. Syme.		SHH	4/11/91	6/1/91	
9.	Meet with Abramson, Gurvis, Rotman, Shrage, Syme and Woocher to determine how to proceed on community organization side of lead communities.		SHH	4/11/91	6/15/91	
10.	Recruit a chief professional officer.		SHH	8/7/90	9/1/91	

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ORIGINATOR VFL DATE 4/15/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>AS TIME PERMITS</u>					
11.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
12.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	
13.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
14.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
15.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE MANDEL ASSIGNMENTS

ORIGINATOR VFL DATE 4/15/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Talk with Mark Lainer about support for CIJE from his family.		MLM	2/27/91	5/1/91	
2.	Call Max Fisher regarding level of support for Council.		MLM	10/10/90	5/1/91	
3.	Call and invite Bill Berman to serve on the CIJE board.		MLM	1/23/91	5/1/91	
4.	Talk to Board Institute of HUC.		MLM	1/23/91	5/30/91	
5.	Give closing talk at JESNA Continental Leadership Conference.		MLM	9/11/90	6/11/91	
6.	Call Lester Crown to request support for the CIJE.		MLM	1/23/91	TBD	
7.	Consider means of upgrading financial capability of foundation staff.		MLM	1/23/91	TBD	



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SUBJECT/OBJECTIVE ROTMAN ASSIGNMENTS

ORIGINATOR VFL DATE 4/15/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Goodman b. Lester Pollack		AR	4/11/91	4/30/91	



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE WOOCHER ASSIGNMENTS

ORIGINATOR VFL DATE 4/15/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	<p>Contact the following board member as follow up to April 9 meeting and send brief report to VFL:</p> <p>a. Neil Greenbaum</p>		JW	4/11/91	4/30/91	



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ZUCKER ASSIGNMENTS

ORIGINATOR VFL DATE 4/15/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. John Colman b. Thomas Hausdorff		HLZ	4/11/91	4/30/91	
2.	Schedule a meeting with Arnow-Weiler families.		HLZ	8/7/90	5/1/91	

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MINUTES: CIJE STEERING COMMITTEE TELECONFERENCE

DATE OF MEETING: April 26, 1991

DATE MINUTES ISSUED: April 29, 1991

PRESENT: Shulamith Elster, Seymour Fox, Annette Hochstein,
Stephen Hoffman, Virginia F. Levi (Sec'y),
Henry L. Zucker

COPY TO: Morton L. Mandel

- I. The minutes and assignments of April 11 were reviewed. SHH reported that he had spoken with Mark Lainer and Norm Lipoff about the April 9 meeting. SF has spoken with Isadore Twersky. Their reports will be submitted to VFL for distribution.

II. Lead Communities

It was reported that SE, SF, and AH had met to discuss the lead community process and revisions in the proposed approach. It was noted that the new approach would require communities to commit themselves to a set of core issues and concerns and permit them to select from a wide range of other focus areas to meet their particular needs. The CIJE would monitor, collect data, and evaluate the process. It was suggested that one unique aspect of the original lead community proposal, the provision of expert planning intervention, may be missing from this new approach. AH will provide the summary of this new approach by April 30 so that it can be discussed at the next teleconference.

The next step in establishing lead communities is to carry out a simulation. This will involve listing all of the steps required to establish and work with a lead community, and detailing the effort and time necessary to accomplish each step. It was suggested that senior policy advisors be involved in this process, perhaps after the Steering Committee has first undertaken it. The process should help to determine the extent to which the approach is appropriate for various types of cities.

III. Planner Search

It was reported that several candidates have been identified and have been or will be interviewed. SE will send a copy of the position description to Art Rotman and Jon Woocher and will solicit their ideas of possible candidates. She will also seek recommendations from Jack Ukeles. It was noted that we are looking for a practical community organization planner rather than a policy planner.

Assignment

Assignment

IV. Best Practice

Barry Holtz has agreed to work with CIJE on defining and identifying best practice. In addition, panels will be established to work with lead communities on implementing best practices.

V. Research and Data Bank

It was noted that it will be important for the work of a data bank to be synchronized with the data collection, analysis, and evaluation for lead communities. It was agreed that it is premature to establish a data bank until a simulation has been undertaken to help determine the data most useful for lead communities.

It was reported that Isa Aron is willing, in principle, to work on establishing a research agenda. In addition, Israel Scheffler and Marty Lipset have agreed to serve on an editorial board for this area. A decision has not yet been made about whether to involve Lee Shulman on this board.

VI. Strategy Formation on Training

It was agreed that a national strategic plan must be developed in the area of training. It was suggested that Jack Ukeles be asked to prepare a detailed proposal outlining how he would go about developing such a plan. SE will meet with Ukeles on May 5 for preliminary discussions on this process. SHH and SE will identify other candidates from whom to seek proposals, perhaps including the Wilstein Institute.

VII. Relationships with Funders

A. SF reported having met with the Meltons and recommended that Florence Melton now be invited to become a member of the CIJE board. SHH will ask MLM to extend an invitation by mid-May. SF will continue to talk with Mrs. Melton about funding.

B. HLZ met with Jack Weiler and suggests that a member of the Arnow/Weiler family be invited to serve on the board. HLZ will follow up on a proposal for funding.

C. It was suggested that a representative of Avi Chai be invited to serve on the board.

VIII. Status of Fox/Scheffler Paper

It was reported that the paper is nearly complete and should be ready for distribution by mid-summer.

IX. Status of Proposals and Funded Projects

A. JCC Association

SF and AH met with Art Rotman and suggested revisions to the proposal to emphasize preparation of future leaders of the JCC movement to follow through on maximizing the Jewish educational impact of JCCs.

B. Yeshiva University

Work is progressing. We expect a report on the planning process within several months. It was noted that, while planning is proceeding well, there remains the question of how to get Yeshiva to undertake effective implementation.

C. Jewish Theological Seminary

JTS has undergone a planning process with a grant from Wexner and should be ready within a few weeks to submit a proposal for implementation. SF and AH are optimistic about the potential impact of the proposed JTS program.

D. Hebrew Union College

A planning grant has been approved. We do not yet have a final timetable for implementation.

E. Reconstructionist Rabbinical College

SHH will contact Richard Joel for his candid reaction to the proposal.

F. University of Judaism - Wilstein Institute

Lipset now has the data and is proceeding with analysis.

G. Ramaz School

Nothing to report.

H. Torah Umesorah

SHH has received a draft proposal and will circulate it to Steering Committee members.

I. Jewish Heritage Video Collection

SHH has a proposal which he will distribute to Steering Committee members.

Assignment

Assignment

Assignment

X. Good and Welfare

- A. Discussions are under way in Cleveland about the possibility of the Agnon and Solomon Schechter schools merging to create a school which could compete with the top private schools in Cleveland. The following were suggested as possible consultants: Alvin Schiff, Beverly Gribitz, Ted Sizer, and Ray Levi.
- B. It was suggested that SHH, MLM, and HLZ talk about how the Jewish community should prepare itself to take advantage of a voucher system for education, should one be adopted.

XI. Future teleconferences are scheduled for:

Wednesday, May 1

Tuesday, May 7

Tuesday, May 14

Wednesday, June 4



- ☐ **ASSIGNMENTS**
☐ **ACTIVE PROJECTS**
☐ **RAW MATERIAL**
☐ **FUNCTIONAL SCHEDULE**

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ELSTER ASSIGNMENTS

ORIGINATOR

VFL

DATE 4/29/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Send copy of planner position description to Art Rotman and Jon Woocher and solicit their and Jack Ukeles' ideas of possible candidates.		SE	4/26/91	5/5/91	
2.	Ask Jack Ukeles for a detailed proposal outlining how he would develop a national strategic plan on training.		SE	4/26/91	5/5/91	
3.	With SHH, identify other candidates from whom to seek strategic plan proposals.		SE	4/26/91	5/15/91	
4.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Gerald Cohen b. Alfred Gottschalk c. S. Martin Lipset d. Melvin Merians e. Arthur Green		SE	4/11/91	5/15/91	
5.	Meet with Jack Ukeles to discuss tasks defined in paper on pre-service and in-service training.		SE	2/11/91	5/15/91	
6.	With SHH, meet with D. Syme.		SE	4/11/91	6/1/91	
7.	Develop outline for how to proceed with educational component of lead communities.		SE	4/11/91	6/15/91	
8.	Work with Barry Holtz on developing a best practices panel.		SE	1/23/91	6/30/91	
9.	Work with SF and AH to develop concrete means of establishing lead communities.		SE	4/11/91	ongoing	
10.	Develop and maintain list of experts on which CIJE can draw.		SE	4/11/91	ongoing	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR VFL DATE 4/29/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SHH b. David Hirschhorn c. Isadore Twersky		SF	4/11/91	5/15/91	
2.	Send SHH a list of suggested members of a training oversight committee.		SF	3/20/91	5/15/91	
3.	Contact Florence Melton regarding foundation support for CIJE.		SF	2/11/91	6/30/91	
4.	Invite Rabbi Twersky to prepare an an op ed piece.		SF	10/30/90	TBD	



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SUBJECT/OBJECTIVE HOCHSTEIN ASSIGNMENTS

ORIGINATOR VFL DATE 4/29/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Provide summary of new approach to lead community process to be discussed at next teleconference.		AH	4/26/91	4/30/91	
2.	Work with SE and SF on a proposal to Isa Aron stating what we seek as a first step in developing a research agenda.		AH	4/11/91	5/8/91	
3.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Matthew Maryles b. Ludwig Jesselson c. Norman Lamm d. Esther Leah Ritz e. Ismar Schorsch		AH	4/11/91	5/15/91	
4.	Talk with Jon Woocher about next steps for the establishment of a data bank.		AH	4/11/91	5/25/91	

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ORIGINATOR VFL DATE 4/29/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Distribute to Steering Committee, proposals from Torah Umesorah and Jewish Heritage Video Collection.		SHH	4/26/91	4/30/91	
2.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	5/1/91	
3.	Consider inviting Bud Goldman to serve on the CIJE Board.		SHH	3/8/91	5/1/91	
4.	Contact Henry Koschitsky regarding foundation support and/or board membership.		SHH	1/23/91	5/1/91	
5.	Talk to Jon Woocher about consultants to work on benefits package.		SHH	3/20/91	5/10/91	
6.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SF b. Irwin Field c. Max Fisher d. Norman Lipoff e. Mark Lainer f. Bennett Yanowitz		SHH	4/11/91	5/15/91	
7.	Work on a timeline for action on lead communities.		SHH	3/20/91	5/15/91	
8.	Invite representatives of Arnow/Weiler Avi Chai, Crown, Melton, Revson, Wexner foundations to join the board without financial commitment for next year.		SHH	4/11/91	5/15/91	
9.	Contact Richard Joel for his reaction to Reconstructionist Rabbinical College proposal.		SHH	4/26/91	5/30/91	
10.	With SE, meet with D. Syme.		SHH	4/11/91	6/1/91	



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NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
11.	Meet with Abramson, Gurvis, Rotman, Shrage, Syme and Woocher to determine how to proceed on community organization side of lead communities.		SHH	4/11/91	6/15/91	
12.	Recruit a chief professional officer.		SHH	8/7/90	9/1/91	
	<u>AS TIME PERMITS</u>					
13.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
14.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	
15.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
16.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
17.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	



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SUBJECT/OBJECTIVE MANDEL ASSIGNMENTS

ORIGINATOR VFL DATE 4/29/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Talk with Mark Lainer about support for CIJE from his family.		MLM	2/27/91	5/15/91	
2.	Call Max Fisher regarding level of support for Council.		MLM	10/10/90	5/15/91	
3.	Call and invite Bill Berman to serve on the CIJE board.		MLM	1/23/91	5/15/91	
4.	Talk to Board Institute of HUC.		MLM	1/23/91	5/30/91	
5.	Give closing talk at JESNA Continental Leadership Conference.		MLM	9/11/90	6/11/91	
6.	Call Lester Crown to request support for the CIJE.		MLM	1/23/91	TBD	
7.	Consider means of upgrading financial capability of foundation staff.		MLM	1/23/91	TBD	



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ORIGINATOR VFL DATE 4/29/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Goodman b. Lester Pollack		AR	4/11/91	5/15/91	



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SUBJECT/OBJECTIVE WOOCHEER ASSIGNMENTS

ORIGINATOR VFL DATE 4/29/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board member as follow up to April 9 meeting and send brief report to VFL: a. Neil Greenbaum		JW	4/11/91	5/15/91	



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SUBJECT/OBJECTIVE ZUCKER ASSIGNMENTS

ORIGINATOR VFL DATE 4/29/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. John Colman b. Thomas Hausdorff		HLZ	4/11/91	5/15/91	
2.	Follow up on a proposal for funding from Arnow/Weiler family.		HLZ	4/26/91	6/15/91	

MINUTES: CIJE STEERING COMMITTEE TELECONFERENCE

DATE OF MEETING: May 1, 1991

DATE MINUTES ISSUED: May 2, 1991

PRESENT: Shulamith Elster, Seymour Fox, Annette Hochstein,
Stephen Hoffman, Virginia F. Levi (Sec'y),
Henry L. Zucker

COPY TO: Morton L. Mandel

I. The minutes of April 26 were reviewed.

II. Lead Communities

A memorandum of April 30 from AH to SF outlining the modifications proposed to the original concept of lead communities was discussed.

It was suggested that the role of research in the process has taken a more prominent role in this version. In response, it was noted that the original recommendation indicated that the environment for research into Jewish education in North America must change. The actual role of research in the lead communities will be worked out as we proceed.

It was noted that the issue of quality control has not been resolved and will require further discussion.

The question of whether the new proposal will require more or less staff time than the original one was discussed. The process of identifying 30-50 best practices to offer to communities may take more time than the original approach of undertaking a planning process and working with a community to set goals while best practices are being identified and offered to the lead community for implementation. It was suggested that a simulation is the best way to determine which approach can get started more quickly and operate more independently.

It was agreed that the simulation process should be undertaken at a face-to-face meeting. It may be that two meetings will be required, one to include SE, SF, AH, SHH, Barry Holtz, and the planner; a second to be undertaken with senior policy advisors and others.

III. Best Practice Update

It was agreed that Barry Holtz is the top choice to undertake this assignment. SE will request an updated outline of how he proposes to proceed and will distribute it to the Steering Committee. SE and SHH will discuss next steps in engaging Holtz. In addition, SE and Holtz will discuss further staffing needs.

IV. Research Update

Assignment AH will now call Isa Aron and ask her to submit a proposal on undertaking the assignment to establish a research agenda. When a tentative timetable and budget are in hand, SHH will negotiate a stipend.

V. Training

Assignment HLZ had a meeting with Art Rotman to discuss the JCCA training proposal. The next step is for a discussion between HLZ and MLM. It is anticipated that this could be considered by the MAF in July.

VI. Funding Proposals

A. Torah Umesorah

A preliminary proposal for funding had been distributed in advance of the meeting for reaction. The response was positive to the concept of support for in-service education within the Torah Umesorah movement. SHH will work with Rabbi Fishman on the formulation.

B. Jewish Heritage Video Collection

It was agreed that the idea of a library of video materials is a good idea which is currently seldom used. We may be able to work with Revson to show how a collection could be more effectively used within lead communities. SHH will continue to discuss this with Eli Evans.

VII. Future teleconferences are scheduled for:

Tuesday, May 7
Tuesday, May 14
Wednesday, May 29
Tuesday, June 4

- ☐ **ASSIGNMENTS**
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☐ **RAW MATERIAL**
☐ **FUNCTIONAL SCHEDULE**

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SUBJECT/OBJECTIVE ELSTER ASSIGNMENTS

ORIGINATOR

VFL

DATE 5/2/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Send copy of planner position description to Art Rotman and Jon Woocher and solicit their and Jack Ukeles' ideas of possible candidates.		SE	4/26/91	5/5/91	
2.	Ask Jack Ukeles for a detailed proposal outlining how he would develop a national strategic plan on training.		SE	4/26/91	5/5/91	
3.	With SHH, identify other candidates from whom to seek strategic plan proposals.		SE	4/26/91	5/15/91	
4.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Gerald Cohen b. Alfred Gottschalk c. S. Martin Lipset d. Melvin Merians e. Arthur Green		SE	4/11/91	5/15/91	
5.	Meet with Jack Ukeles to discuss tasks defined in paper on pre-service and in-service training.		SE	2/11/91	5/15/91	
6.	With SHH, meet with D. Syme.		SE	4/11/91	6/1/91	
7.	Develop outline for how to proceed with educational component of lead communities.		SE	4/11/91	6/15/91	
8.	Work with Barry Holtz on developing a best practices panel.		SE	1/23/91	6/30/91	
9.	Work with SF and AH to develop concrete means of establishing lead communities.		SE	4/11/91	ongoing	
10.	Develop and maintain list of experts on which CIJE can draw.		SE	4/11/91	ongoing	

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SUBJECT/OBJECTIVE FOX ASSIGNMENTS

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1.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SHH b. David Hirschhorn c. Isadore Twersky		SF	4/11/91	5/15/91	
2.	Send SHH a list of suggested members of a training oversight committee.		SF	3/20/91	5/15/91	
3.	Contact Florence Melton regarding foundation support for CIJE.		SF	2/11/91	6/30/91	
4.	Invite Rabbi Twersky to prepare an an op ed piece.		SF	10/30/90	TBD	



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SUBJECT/OBJECTIVE HOCHSTEIN ASSIGNMENTS

ORIGINATOR

VFL

DATE 5/2/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Ask Isa Aron to submit a proposal on undertaking the assignment to establish a research agenda.		AH	5/1/91	5/7/91	
2.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Matthew Maryles b. Ludwig Jesselson c. Norman Lamm d. Esther Leah Ritz e. Ismar Schorsch		AH	4/11/91	5/15/91	
3.	Talk with Jon Woocher about next steps for the establishment of a data bank.		AH	4/11/91	5/25/91	

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	<u>IMMEDIATE ACTION</u>					
1.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	5/15/91	
2.	Consider inviting Bud Goldman to serve on the CIJE Board.		SHH	3/8/91	5/15/91	
3.	Contact Henry Koschitsky regarding foundation support and/or board membership.		SHH	1/23/91	5/15/91	
4.	Talk to Jon Woocher about consultants to work on benefits package.		SHH	3/20/91	5/15/91	
5.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SF b. Irwin Field c. Max Fisher d. Norman Lipoff e. Mark Lainer f. Bennett Yanowitz		SHH	4/11/91	5/15/91	
6.	Work on a timeline for action on lead communities.		SHH	3/20/91	5/15/91	
7.	Invite representatives of Arnow/Weiler Avi Chai, Crown, Melton, Revson, Wexner foundations to join the board without financial commitment for next year.		SHH	4/11/91	5/15/91	
8.	Contact Richard Joel for his reaction to Reconstructionist Rabbinical College proposal.		SHH	4/26/91	5/30/91	
9.	With SE, meet with D. Syme.		SHH	4/11/91	6/1/91	
10.	Meet with Abramson, Gurvis, Rotman, Shrage, Syme and Woocher to determine how to proceed on community organization side of lead communities.		SHH	4/11/91	6/15/91	



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ORIGINATOR VFL

DATE 5/2/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
11.	Recruit a chief professional officer. <u>AS TIME PERMITS</u>		SHH	8/7/90	9/1/91	
12.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
13.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	
14.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
15.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
16.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	

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ORIGINATOR VFL DATE 5/2/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Talk with Mark Lainer about support for CIJE from his family.		MLM	2/27/91	5/15/91	
2.	Call Max Fisher regarding level of support for Council.		MLM	10/10/90	5/15/91	
3.	Call and invite Bill Berman to serve on the CIJE board.		MLM	1/23/91	5/15/91	
4.	Talk to Board Institute of HUC.		MLM	1/23/91	5/30/91	
5.	Give closing talk at JESNA Continental Leadership Conference.		MLM	9/11/90	6/11/91	
6.	Call Lester Crown to request support for the CIJE.		MLM	1/23/91	TBD	
7.	Consider means of upgrading financial capability of foundation staff.		MLM	1/23/91	TBD	



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1.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Goodman b. Lester Pollack		AR	4/11/91	5/15/91	





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ORIGINATOR VFL

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NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board member as follow up to April 9 meeting and send brief report to VFL: a. Neil Greenbaum		JW	4/11/91	5/15/91	



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ORIGINATOR VFL DATE 5/2/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. John Colman b. Thomas Hausdorff		HLZ	4/11/91	5/15/91	
2.	Discuss JCCA proposal with MLM.		HLZ	5/1/91	5/31/91	
3.	Follow up on a proposal for funding from Arnow/Weiler family.		HLZ	4/26/91	6/15/91	

MINUTES: CIJE STEERING COMMITTEE TELECONFERENCE

DATE OF MEETING: May 16, 1991

DATE MINUTES ISSUED: May 16, 1991

PRESENT: Shulamith Elster, Annette Hochstein,
Stephen Hoffman, Virginia F. Levi (Sec'y),

COPY TO: Seymour Fox, Morton L. Mandel, Henry L. Zucker

I. The minutes of May 1 were reviewed.

II. Lead Communities

It was reported that SF has been working with several Jerusalem Fellows on developing a list of elements which might be proposed to communities. The list would include a set of elements required of each community participating in the CIJE process and a set of elements from which an individual community could select those most appropriate to its needs. The process would be more locally based than originally conceived, but would include active involvement by CIJE on content areas and on monitoring and evaluation.

A variation on this approach might be to focus on program areas rather than on the development of comprehensive lead community efforts.

Assignment

It was reported that SE and SHH have developed a set of questions which may help to focus discussion on lead communities. SHH will distribute this to the Steering Committee prior to the May 23 telecon.

III. Best Practice Update

Assignment

SE will draft a brief paper on goals and objectives with respect to best practice and on Barry Holtz's role in accomplishing them.

IV. Research Agenda and Data Bank

Assignment

A. SE will draft a paper on goals and objectives for research.

B. AH has spoken with Isa Aron, who is interested in working with us. Aron will prepare a proposal for the preparation of a monograph on needs and resources for research. The proposal will include a recommendation to establish a steering committee to guide this work, with Israel Scheffler at its head.

Assignment

C. AH has received a letter from Adam Gamoran listing possible issues for data collection in lead communities. She will fax a copy of the letter to SHH for his review.

- D. AH has not spoken with Jonathan Woocher about next steps in the establishment of a data bank because the Aron and Gamoran proposals relate to it. She will call Woocher and bring him up to date on activities in the research area.

V. Status of Proposals and Funded Projects

A. JCC Association

Assignment

SF and AH will discuss this with MLM and HLZ while they are in Israel. They will suggest that the program include a formal, regular program of Jewish study in the training of JCC executives.

B. Yeshiva University

Nothing new to report.

C. Jewish Theological Seminary

AH has received a new draft proposal from Aryeh Davidson and expects that he will be ready to submit a formal proposal before the end of May.

D. Hebrew Union College

A timetable for undertaking the planning process has been set and an award letter has gone to HUC.

E. Reconstructionist Rabbinical College

Nothing to report.

F. University of Judaism - Wilstein Institute

Assignment

VFL will ask Marty Lipset for bi-monthly updates on the data analysis he is undertaking.

G. Torah Umesorah

Assignment

SHH is working with Rabbi Fishman on focusing the proposal.

H. Ramaz School

Assignment

SHH will send the proposal to Tim Hausdorff at the Jim Joseph Foundation and ask if they will join us in funding the strategic planning process. In light of plans for Ramaz staff to be at the Melton Center in early July to work on planning, we will try to conclude the processing of this proposal by the end of June.

I. Jewish Heritage Video Collection

Nothing new to report.



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ELSTER ASSIGNMENTS

ORIGINATOR VFL

DATE 5/16/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Draft paper on goals and objectives with respect to best practice and on Barry Holtz's role in accomplishing them.		SE	5/16/91	6/1/91	
2.	Draft a paper on goals and objectives for research.		SE	5/16/91	6/1/91	
3.	With SHH, identify other candidates from whom to seek strategic plan proposals.		SE	4/26/91	6/15/91	
4.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Gerald Cohen b. Alfred Gottschalk c. S. Martin Lipset d. Melvin Merians e. Arthur Green		SE	4/11/91	6/15/91	
5.	With SHH, meet with D. Syme.		SE	4/11/91	6/15/91	
6.	Develop outline for how to proceed with educational component of lead communities.		SE	4/11/91	6/15/91	
7.	Work with Barry Holtz on developing a best practices panel.		SE	1/23/91	6/30/91	
8.	Work with SF and AH to develop concrete means of establishing lead communities.		SE	4/11/91	ongoing	
9.	Develop and maintain list of experts on which CIJE can draw.		SE	4/11/91	ongoing	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR VFL DATE 5/16/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	With AH, discuss JCC Association proposal with MLM and HLZ while they are in Israel.		SF	5/16/91	5/24/91	
2.	Send SHH a list of suggested members of a training oversight committee.		SF	3/20/91	5/31/91	
3.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SHH b. David Hirschhorn c. Isadore Twersky		SF	4/11/91	6/15/91	
4.	Contact Florence Melton regarding foundation support for CIJE.		SF	2/11/91	6/30/91	
5.	Invite Rabbi Twersky to prepare an an op ed piece.		SF	10/30/90	TBD	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOFFMAN ASSIGNMENTS

ORIGINATOR VFL DATE 5/16/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Distribute to Steering Committee, set of questions SE and SHH have developed to help focus discussion on lead communities.		SHH	5/16/91	5/22/91	
2.	Contact Richard Joel for his reaction to Reconstructionist Rabbinical College proposal.		SHH	4/26/91	5/30/91	
3.	Meet with Tom Wexelberg-Clouser while he is in Cleveland. Try to arrange for MLM and HLZ to meet him.		SHH	5/16/91	6/4/91	
4.	Send Ramaz School proposal to Tim Hausdorff of Jim Joseph Foundation and ask if they will join us in funding the strategic planning process.		SHH	5/16/91	6/7/91	
5.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	6/15/91	
6.	Consider inviting Bud Goldman to serve on the CIJE Board.		SHH	3/8/91	6/15/91	
7.	Contact Henry Koschitsky regarding foundation support and/or board membership.		SHH	1/23/91	6/15/91	
8.	Talk to Jon Woocher about consultants to work on benefits package.		SHH	3/20/91	6/15/91	
9.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SF b. Irwin Field c. Max Fisher d. Norman Lipoff e. Mark Lainer f. Bennett Yanowitz		SHH	4/11/91	6/15/91	
10.	Work on a timeline for action on lead communities.		SHH	3/20/91	6/15/91	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOFFMAN ASSIGNMENTS

ORIGINATOR

VFL

DATE 5/16/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
11.	Invite representatives of Arnow/Weiler Avi Chai, Crown, Melton, Revson, Wexner foundations to join the board without financial commitment for next year.		SHH	4/11/91	6/15/91	
12.	With SE, meet with D. Syme.		SHH	4/11/91	6/15/91	
13.	Meet with Abramson, Gurvis, Rotman, Shrage, Syme and Woocher to determine how to proceed on community organization side of lead communities.		SHH	4/11/91	6/15/91	
14.	Work with Rabbi Fishman on focusing the Torah Umesorah proposal.		SHH	5/16/91	6/30/91	
15.	Recruit a chief professional officer.		SHH	8/7/90	9/1/91	
	<u>AS TIME PERMITS</u>					
16.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
17.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	
18.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
19.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
20.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	



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FUNCTION	COUNCIL STEERING COMMITTEE		
SUBJECT/OBJECTIVE	LEVI ASSIGNMENTS		
ORIGINATOR	VFL	DATE	5/16/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Ask Marty Lipset for bi-monthly updates on the data analysis he is undertaking.		VFL	5/16/91	5/23/91	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE MANDEL ASSIGNMENTS

ORIGINATOR VFL DATE 5/16/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Give closing talk at JESNA Continental Leadership Conference.		MLM	9/11/90	6/11/91	
2.	Talk with Mark Lainer about support for CIJE from his family.		MLM	2/27/91	6/15/91	
3.	Call Max Fisher regarding level of support for Council.		MLM	10/10/90	6/15/91	
4.	Call and invite Bill Berman to serve on the CIJE board.		MLM	1/23/91	6/15/91	
5.	Call Lester Crown to request support for the CIJE.		MLM	1/23/91	TBD	
6.	Consider means of upgrading financial capability of foundation staff.		MLM	1/23/91	TBD	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ROTMAN ASSIGNMENTS

ORIGINATOR VFL DATE 5/16/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	<p>Contact the following board members as follow up to April 9 meeting and send brief report to VFL:</p> <p>a. Charles Goodman b. Lester Pollack</p>		AR	4/11/91	6/15/91	





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ORIGINATOR VFL DATE 5/16/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board member as follow up to April 9 meeting and send brief report to VFL: a. Neil Greenbaum		JW	4/11/91	6/15/91	



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SUBJECT/OBJECTIVE ZUCKER ASSIGNMENTS

ORIGINATOR VFL DATE 5/16/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Discuss JCCA proposal with MLM.		HLZ	5/1/91	5/31/91	
2.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. John Colman b. Thomas Hausdorff		HLZ	4/11/91	6/15/91	
3.	Follow up on a proposal for funding from Arnow/Weiler family.		HLZ	4/26/91	6/15/91	

MINUTES: CIJE STEERING COMMITTEE TELECONFERENCE

DATE OF MEETING: June 4, 1991

DATE MINUTES ISSUED: June 5, 1991

PRESENT: Shulamith Elster, Seymour Fox, Annette Hochstein,
Stephen Hoffman, Virginia F. Levi (Sec'y),
Henry L. Zucker

COPY TO: Morton L. Mandel

I. The minutes and assignments of May 16 were reviewed.

- Assignment A. AH will call Jon Woocher to bring him up to date on plans for research.
- Assignment B. SHH will schedule a meeting for himself and SF with Charles Bronfman to take place during the latter half of August.
- Assignment C. SHH will try to talk with Irwin Field and Avraham Infeld during the JESNA Conference in Cleveland.

II. Update on Lead Communities

Assignment SF and AH are planning to conduct a simulation of lead communities with Jerusalem Fellows in mid-June. SHH will try to get the questions he and SE formulated on lead communities to Israel prior to that simulation.

SHH will be in Israel in late June and will plan to meet with AH all day on June 23.

Plans were discussed for meetings in Israel to review lead communities as well as issues relating to research and training. The meetings will take place July 11-18. Participants from the U.S. will include, in addition to SE and SHH, as many of the following as possible: Isa Aron, Adam Gamoran, Mark Gurvis, Barry Holtz, Jack Ukeles and Jon Woocher. Israeli participants, in addition to SF and AH, may include Barry Chazen, Alan Hoffman, and Zev Mankowitz.

Assignment It is anticipated that AH will have preliminary papers ready in advance of the July meeting, including a draft definition of lead communities, issues to consider, and a possible process for implementation. She will send these preliminary papers to SE and SHH as soon as they are ready. It is anticipated that at the conclusion of the July meetings we will have a clear timetable and cost estimates for the implementation of the lead community concept.

VII. Update on Funding

- Assignment A. Florence Melton has agreed to join the CIJE board. VFL will prepare a letter from MLM welcoming her to the board and transmitting materials which have been sent to other board members. SF will talk with Mrs. Melton about a funding commitment.
- Assignment B. It was noted that Henry Koschitzky is involved with a challenge grant to York University to raise funds to support a Jewish education/secular education program and that York may come to CIJE for help identifying support.
- C. HLZ has had a preliminary meeting with Jack Weiler and David Arnow and plans to meet with the Weiler family before the end of the summer.

VIII. Next Meeting

A teleconference was scheduled for Tuesday, June 18, 8:30 a.m.



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SUBJECT/OBJECTIVE ELSTER ASSIGNMENTS

ORIGINATOR VFL DATE 6/13/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Consider sending someone to represent CIJE at Wilstein Institute conference evaluating the CJF data.		SE	6/11/91	6/21/91	
2.	Draft paper on goals and objectives with respect to best practice and on Barry Holtz's role in accomplishing them.		SE	5/16/91	6/30/91	
3.	Draft a paper on goals and objectives for research.		SE	5/16/91	6/30/91	
4.	Work with Barry Holtz on developing a best practices panel.		SE	1/23/91	6/30/91	
5.	With SHH, identify other candidates from whom to seek strategic plan proposals.		SE	4/26/91	7/15/91	
6.	With SHH, meet with D. Syme.		SE	4/11/91	7/15/91	
7.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Gerald Cohen b. Alfred Gottschalk c. S. Martin Lipset d. Melvin Merians e. Arthur Green		SE	4/11/91	7/15/91	
8.	Develop outline for how to proceed with educational component of lead communities.		SE	4/11/91	7/15/91	
9.	Work with SF and AH to develop concrete means of establishing lead communities.		SE	4/11/91	ongoing	
10.	Develop and maintain list of experts on which CIJE can draw.		SE	4/11/91	ongoing	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR VFL DATE 6/13/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Send SHH a list of suggested members of a training oversight committee.		SF	3/20/91	6/7/91	
2.	Contact Florence Melton regarding foundation support for CIJE.		SF	2/11/91	6/30/91	
3.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SHH b. David Hirschhorn c. Isadore Twersky		SF	4/11/91	8/29/91	
4.	Invite Rabbi Twersky to prepare an an op ed piece.		SF	10/30/90	TBD	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE HOFFMAN ASSIGNMENTS

ORIGINATOR VFL **DATE** 6/13/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Review CIJE executive director position description with SE.		SHH	6/11/91	6/14/91	
2.	Work out CIJE payroll arrangements with Marty Kraar.		SHH	6/11/91	6/14/91	
3.	Distribute to Steering Committee, set of questions SE and SHH have developed to help focus discussion on lead communities.		SHH	5/16/91	6/15/91	
4.	Talk to Jon Woocher about consultants to work on benefits package.		SHH	3/20/91	6/15/91	
5.	Call Arthur Green about the status of Reconstructionist Rabbinical College proposal.		SHH	6/6/91	6/15/91	
6.	Talk with Irwin Field and Avraham Infeld during the JESNA Conference in Cleveland.		SHH	6/4/91	6/20/91	
7.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	6/30/91	
8.	Consider inviting Bud Goldman to serve on the CIJE Board.		SHH	3/8/91	6/30/91	
9.	Contact Henry Koschitsky regarding foundation support and/or board membership.		SHH	1/23/91	6/30/91	
10.	With SE, meet with D. Syme.		SHH	4/11/91	6/30/91	
11.	Contact Richard Joel for his reaction to Reconstructionist Rabbinical College proposal.		SHH	4/26/91	6/30/91	
12.	Arrange to meet with SF and Charles Bronfman in late August.		SHH	6/4/91	6/30/91	
13.	Work with Rabbi Fishman on focusing the Torah Umesorah proposal.		SHH	5/16/91	6/30/91	

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ORIGINATOR VFL **DATE** 6/13/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
14.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SF b. Irwin Field c. Max Fisher d. Norman Lipoff e. Mark Lainer f. Bennett Yanowitz		SHH	4/11/91	6/30/91	
15.	Invite Rachel Cowan and Eli Evans to serve on the CIJE board.		SHH	6/6/91	6/30/91	
16.	With SE, invite Richard Scheuer to serve on the CIJE board.		SHH	6/6/91	6/30/91	
17.	Talk with Eli Evans about CIJE funding.		SHH	6/6/91	6/30/91	
18.	Arrange to place on the GA agenda a meeting of communities involved in CJF Jewish Continuity Commission, conducted by CIJE.		SHH	6/6/91	7/15/91	
19.	Talk with new Koret Foundation director about CIJE funding.		SHH	6/6/91	7/31/91	
20.	Recruit a chief professional officer. <u>AS TIME PERMITS</u>		SHH	8/7/90	9/1/91	
21.	Consider the possibility of engaging David Edell to assist in the CIJE-CEO search process.		SHH	5/8/91	TBD	
22.	Meet with Abramson, Gurvis, Rotman, Shrage, Syme and Woocher to determine how to proceed on community organization side of lead communities.		SHH	4/11/91	TBD	
23.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
24.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	



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ORIGINATOR VFL DATE 6/13/91

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25.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
26.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
27.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE LEVI ASSIGNMENTS

ORIGINATOR VFL DATE 6/13/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Draft letter from MLM billing participating foundations for first half of first year of CIJE.		VFL	6/11/91	6/14/91	done
2.	Draft memo to MLM from SHH reminding him that payroll and petty cash will be paid through CJF.		VFL	6/11/91	6/14/91	done
3.	Request information on the upcoming Wilstein conference at which CJF data will be analyzed.		VFL	6/4/91	6/15/91	done
4.	Prepare a letter to Florence Melton from MLM welcoming her to the CIJE board and transmit materials sent to other board members to her.		VFL	6/4/91	6/15/91	done
5.	Work on update of CIJE executive director position description.		VFL	6/4/91	6/15/91	done
6.	Check possible CIJE board meeting dates with MLM and critical board members.		VFL	6/4/91	6/15/91	done
7.	Work with SHH in drafting letters to policy advisors and board members.		VFL	6/6/91	6/15/91	in process
8.	Work with SHH on logistics for a CJF-CIJE meeting at the GA.		VFL	6/6/91	10/31/91	

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SUBJECT/OBJECTIVE MANDEL ASSIGNMENTS

ORIGINATOR VFL DATE 6/13/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Invite Bill Berman to serve on the CIJE board.		MLM	6/6/91	6/11/91	
2.	Talk with Mark Lainer about support for CIJE from his family.		MLM	2/27/91	6/15/91	
3.	Talk with Max Fisher about increasing his commitment of support for CIJE.		MLM	5/8/91	6/15/91	
4.	Talk with Bill Berman about his participation in funding for CIJE.		MLM	5/8/91	6/17/91	
5.	Call Lester Crown to request support for the CIJE.		MLM	1/23/91	TBD	
6.	Consider means of upgrading financial capability of foundation staff.		MLM	1/23/91	TBD	



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ROTMAN ASSIGNMENTS

ORIGINATOR VFL DATE 6/13/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Goodman b. Lester Pollack		AR	4/11/91	6/15/91	





PREMIER INDUSTRIAL CORPORATION

SEE MANAGEMENT MANUAL POLICY NO. 8.5
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☐ RAW MATERIAL
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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE WOOCHEER ASSIGNMENTS

ORIGINATOR VFL DATE 6/13/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact the following board member as follow up to April 9 meeting and send brief report to VFL: a. Neil Greenbaum		JW	4/11/91	6/15/91	

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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE ZUCKER ASSIGNMENTS

ORIGINATOR VFL DATE 6/13/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Talk with Avraham HaCohen about Avi Chai representation on the CIJE board.		HLZ	6/6/91	6/15/91	
2.	Call Maurice Corson about Wexner representation on the CIJE board.		HLZ	6/6/91	6/15/91	
3.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. John Colman - done b. Thomas Hausdorff		HLZ	4/11/91	6/30/91	
4.	Follow up on a proposal for funding from Arnow/Weiler family.		HLZ	4/26/91	7/15/91	
5.	Invite Robert Arnow to serve on the CIJE board.		HLZ	6/6/91	7/15/91	
6.	With MLM, invite Heinz Eppler to serve on the CIJE board.		HLZ	6/6/91	7/15/91	

Minutes of CIJE Steering Committee Teleconference
June 19, 1991

Participants: Jerusalem - Annette Hochstein and Seymour Fox
Cleveland - Steve Hoffman and Henry Zucker
Washington - Shulamith Elster

1. Jewish Agency/Education Authority

SHH was to meet Irwin Field and Avraham Infeld in Cleveland at the JESNA Conference. Field did not come and SHH was not able to meet with Avraham Infeld. SHH did meet with Alan Hoffman. He will get Woocher's perspective and ask him to introduce him to David Harman. SF noted that the new authority does not have the attention of Diaspora leadership.

2. Lead Communities

SF and AH reported that Jerusalem Fellows have been working on papers to be ready in advance of the July Jerusalem meetings. These papers are more than half finished as of this date. SHH asked AH to prepare a timetable and cost estimates.

3. July in Jerusalem:

The working group from the United States will include Mark Gurvis, Barry Holtz, Isa Aron, Adam Gamoran, Jonathan Woocher, Jack Ukeles, SHH and SE. Joining them in Jerusalem will be SF, AH, Alan Hoffman, Zev Mankowitz, Dan Maron and Daniel Laufer. Michael Inbar will consult on methodological issues. Barry Chazan will be asked to represent the JCCA. (See #12 for agenda)

4. Research

SF and AH have had discussions with Isa Aron re: her proposal. Initial issues appear to be resolved. SF and AH will finalize plans with Isa in July in Jerusalem.

5. Proposals

JCCA: Grant is pending site visit. This may take place the week of August 18th before the MAF trustees meeting.

RRC: Richard Joel was consulted and is not in favor of the RRC proposal. RRC has been asked to present alternative proposals.

6. Calendar

AH and SF to arrive in the United States the week of August 11th.

Sunday, August 18th: Senior Policy Advisors at Hofstra.

SF questioned location. Plans are for the meeting to have a format similar to the initial meeting with small groups working on issues.

Important that papers be distributed in advance of the meeting. Proposed that Senior Policy Advisors have information about the work in Jerusalem and then ask them to review and make recommendations in preparation for Board meeting.

Friday, August 23th: MAF Trustees in Cleveland.

Wednesday, August 28th: Steering Committee (1-5 p.m.) prior to Board Meeting.

Thursday, August 29th: CIJE Board (10 a.m. - 3:30 p.m.) followed by debriefing (4-5:30 p.m.).

Notice of Board meeting is to go out on Monday, June 24th.

7. Seymour Martin Lipset ETC.

ASSIGN.

SHH noted a memo from Ginny regarding a conversation with Lipset. AH and SF will call Ukeles to find out what is happening with the data in general and they will also call Lipset for a status report. It was also suggested that a lobby for the work of the CIJE might emerge from the most recent CJF data. Ukeles will be attending the Wilstein Conference prior to joining the planning group in Jerusalem.

8. Foundations

CRB Foundation: Jon Woocher attended the CRB Foundation meetings. AH will be at August meetings. HLZ stressed the importance of partnerships and the possible advantage of a joint announcement by MLM, CRB and Crown.

Cummings is interested in proposals regarding supplementary schools.

Henry Koschitsky has provided considerable funding for the York University Program.

9. Personnel

Gerry Weiser to meet with AH in Jerusalem. Position description for the Chief Executive Officer has been developed. SHH and HLZ had productive meeting in Cleveland with Philip Bernstein. He was given the names of people who have been suggested and will consult with the CIJE Search Committee.

10. Review of Assignments

ELSTER

SE to work with Holtz on preliminary paper prior to Jerusalem

ASSIGN. SE to contact Ukeles on training. SHH suggested that this assignment be shared with someone from one of the training

institutions. This possibility will be discussed with Ukeles.
SE campers have not yet been contacted.

LEVI
List completed.

ZUCKER
List completed.

MANDEL
List needs new dates.

11. CIJE Board of Directors

SF: Very important that Hirschhorn attend Board meeting in August.
SF arranged for Twersky and Mandel to meet together recently in Jerusalem. Twersky suggested that it is important that CIJE begin to initiate programs.

12. Jerusalem Meetings

AH described the anticipated outcomes of the meetings. In brief they are:

- a. Lead Communities: clarification of concept. A detailed first paper is being prepared and additional papers will come later.
- b. Implementation strategies: What has to be done and how to do it?
- c. Evaluation: clarification of monitoring, evaluation and feed-back loop following preliminary meetings with Adam Gamoran and SE prior to larger group sessions.
- d. Training: Further elaboration and clarification of master plan for training
- e. Research: Isa's proposal and plan.
- f. Timelines and work plan for the CIJE
- g. Lay Leadership: Suggest that Mark Gurvis assist SHH in the development of a master plan for lay leadership.

For all of the above: ideas and materials to be presented to Senior Policy Advisors and Board members in August.

AH and SE will discuss agenda further on Tuesday, June 25th.

13. Board of Directors

Maurice Corson has agreed to be on the Board. HLZ spoke with Avi Chai and they may come on the Board. SF reported that Florence Melton will join the Board and that he will try to obtain funding prior to the Board meeting.

14. Next telecon scheduled for Wednesday, July 3rd, 9 A.M. Cleveland time.

Shulamith Reich Elster
June 24, 1991

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FUNCTION	COUNCIL STEERING COMMITTEE		
SUBJECT/OBJECTIVE	ELSTER ASSIGNMENTS		
ORIGINATOR	VFL	DATE	6/27/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Consider sending someone to represent CIJE at Wilstein Institute conference evaluating the CJF data.		SE	6/11/91	7/10/91	
2.	Draft paper on goals and objectives with respect to best practice and on Barry Holtz's role in accomplishing them.		SE	5/16/91	7/10/91	
3.	Draft a paper on goals and objectives for research.		SE	5/16/91	7/10/91	
4.	Work with Barry Holtz on developing a best practices panel.		SE	1/23/91	7/10/91	
5.	Develop master plan for training in consultation with Ukeles and others.		SE	6/19/91	7/15/91	
6.	With SHH, identify other candidates from whom to seek strategic plan proposals.		SE	4/26/91	7/15/91	
7.	With SHH, meet with D. Syme.		SE	4/11/91	7/15/91	
8.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Gerald Cohen b. Alfred Gottschalk c. S. Martin Lipset d. Melvin Merians e. Arthur Green		SE	4/11/91	7/15/91	
9.	Develop outline for how to proceed with educational component of lead communities.		SE	4/11/91	7/15/91	
10.	Work with SF and AH to develop concrete means of establishing lead communities.		SE	4/11/91	ongoing	
11.	Develop and maintain list of experts on which CIJE can draw.		SE	4/11/91	ongoing	



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FUNCTION COUNCIL STEERING COMMITTEE

SUBJECT/OBJECTIVE FOX ASSIGNMENTS

ORIGINATOR VFL

DATE 6/27/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Contact Florence Melton regarding foundation support for CIJE.		SF	2/11/91	7/1/91	
2.	Send SHH a list of suggested members of a training oversight committee.		SF	3/20/91	7/15/91	
3.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SHH b. David Hirschhorn c. Isadore Twersky		SF	4/11/91	8/29/91	
4.	Invite Rabbi Twersky to prepare an op ed piece.		SF	10/30/90	TBD	

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SUBJECT/OBJECTIVE HOFFMAN ASSIGNMENTS

ORIGINATOR VFL

DATE 6/27/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
	<u>IMMEDIATE ACTION</u>					
1.	Distribute to Steering Committee, set of questions SE and SHH have developed to help focus discussion on lead communities.		SHH	5/16/91	6/30/91	
2.	Contact Henry Koschitsky regarding foundation support and/or board membership.		SHH	1/23/91	6/30/91	
3.	With SE, meet with D. Syme.		SHH	4/11/91	6/30/91	
4.	Talk to Jon Woocher about consultants to work on benefits package.		SHH	3/20/91	7/15/91	
5.	Follow up with Sid Clearfield regarding advisor from organization of national youth directors.		SHH	2/11/91	7/15/91	
6.	Arrange to meet with SF and Charles Bronfman in late August.		SHH	6/4/91	7/15/91	
7.	Work with Rabbi Fishman on focusing the Torah Umesorah proposal.		SHH	5/16/91	7/15/91	
8.	Contact the following board members as follow up to April 9 meeting and send brief report to VFL: a. Charles Bronfman - with SF b. Irwin Field c. Max Fisher d. Norman Lipoff e. Mark Lainer f. Bennett Yanowitz		SHH	4/11/91	7/15/91	
9.	Invite Rachel Cowan and Eli Evans to serve on the CIJE board.		SHH	6/6/91	7/15/91	
10.	With SE, invite Richard Scheuer to serve on the CIJE board.		SHH	6/6/91	7/15/91	
11.	Talk with Eli Evans about CIJE funding.		SHH	6/6/91	7/15/91	



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12.	Arrange to place on the GA agenda a meeting of communities involved in CJF Jewish Continuity Commission, conducted by CIJE.		SHH	6/6/91	7/15/91	
13.	Talk with new Koret Foundation director about CIJE funding.		SHH	6/6/91	7/31/91	
14.	Recruit a chief professional officer. <u>AS TIME PERMITS</u>		SHH	8/7/90	9/1/91	
15.	Consider the possibility of engaging David Edell to assist in the CIJE-CEO search process.		SHH	5/8/91	TBD	
16.	Meet with Abramson, Gurvis, Rotman, Shrage, Syme and Woocher to determine how to proceed on community organization side of lead communities.		SHH	4/11/91	TBD	
17.	Follow up with Cummings Foundation.		SHH	8/7/90	TBD	
18.	Consider Heinz Eppler for possible involvement on CIJE or MIG board.		SHH	1/23/91	TBD	
19.	Consider inviting Bud Goldman to serve on the CIJE Board.		SHH	3/8/91	TBD	
20.	Explore informally with Jerry Strober the possibility of paying him a modest stipend for his work for the CIJE.		SHH	12/14/90	TBD	
21.	Consider scheduling a series of meetings with the local leadership of 15-20 cities over a period of 6-9 months to present and discuss the final report.		SHH	8/22/90	TBD	
22.	Work with staff at CJF to set up an office.		SHH	11/28/90	TBD	

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FUNCTION	COUNCIL STEERING COMMITTEE	
SUBJECT/OBJECTIVE	LEVI ASSIGNMENTS	
ORIGINATOR	VFL	DATE 6/27/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Work with SHH on logistics for a CJF-CIJE meeting at the GA.		VFL	6/6/91	10/31/91	



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ORIGINATOR

VFL

DATE 6/27/91

NO.	DESCRIPTION	PRIORITY	ASSIGNED TO (INITIALS)	DATE ASSIGNED STARTED	DUE DATE	COMPLETED OR REMOVED DATE
1.	Invite Bill Berman to serve on the CIJE board.		MLM	6/6/91	7/15/91	
2.	Talk with Mark Lainer about support for CIJE from his family.		MLM	2/27/91	7/15/91	
3.	Talk with Max Fisher about increasing his commitment of support for CIJE.		MLM	5/8/91	7/15/91	
4.	Talk with Bill Berman about his participation in funding for CIJE.		MLM	5/8/91	7/17/91	
5.	Call Lester Crown to request support for the CIJE.		MLM	1/23/91	TBD	
6.	Consider means of upgrading financial capability of foundation staff.		MLM	1/23/91	TBD	



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2.	Follow up on a proposal for funding from Arnow/Weiler family.		HLZ	4/26/91	7/15/91	
3.	Invite Robert Arnow to serve on the CIJE board.		HLZ	6/6/91	7/15/91	
4.	With MLM, invite Heinz Eppler to serve on the CIJE board.		HLZ	6/6/91	8/15/91	