

**CAPEA Executive Committee Meeting**  
**April 15, 2010**

**Draft Meeting Notes**

Executive Committee Members

Present:

Wayne Padover, President

Don Wise, President-elect

Delores Lindsey, Secretary

Thelma Moore-Steward, Treasurer

Absent:

Phyllis Hensley, Past President

I President's Report: Wayne

- Capitol Hill Visits, NCPEA Conference, August 3, 2010  
*Wayne has sent an email to members and will send a reminder about who will attend the sessions.*
- Contribution from ACSA, Professor's Academy Registration  
*Donna sent \$430 from ACSA to Thelma (received) for the ACSA Professor's Academy registrations to the CAPEA Fall Conference*
- California Small School District's Association  
*Wayne and Donna are attending their Conference this week as presenters and former members. Wayne noted that CAPEA may want to do an outreach to this organization and Don concurred. Wayne will provide information to the Executive Council on May 20<sup>th</sup> meeting.*
- CAPEA 2010 Goal Action Plan Updates at May 20th Executive Council Meeting  
*Prior to the May meeting, Wayne will ask all Ad-Hoc Committee Chairs to give a 2-minute report on the status of their Action Plans. Results of those reports will give us ideas of which Plans need additional support and will provide new President with smooth transition for coming year.*

II President-Elect's Report - Don

- Review of CAPEA Survey Results and CAPEA Coordinator's Focus Group Data  
*Don and Committee members expressed satisfaction with the results of the Spring Conference. However, the location did not receive rave reviews. Regarding the survey results: ¾ of members requested "email only" communication for conference communication. Survey results also indicated CAPEA is predominately white and female members responded to the survey.*

- Fall Conference Planning  
*The Committee engaged in a conversation about possible themes for the Fall Conference. Themes that emerged from the conversation included: Overall preparation for school leaders and response to recent WestEd Report, continue the conversation about diversity through the lens of cultural proficiency, and a conversation/presentation about charter schools.*

III Secretary' Report - Delores

*Delores is working on a draft of a new Registration Form. She will work with Chris and the Membership Committee and the Diversity Committee to determine areas of demographic information that will provide the organization with helpful data.*

IV Treasurer's Report - Thelma

*Thelma provided a "draft" report for our review and will provide a final Report for the May meeting.*

V Past President's Report – Phyllis  
No Report

VI Conference Registration Fee Differential for Members and Non-Members, discussion

*Wayne and Don indicated that currently we do not have a non-member registration fee for our Conferences. We discussed the need for differential fees to attract potential members. The Conference Planning Committee will present a recommendation to the Executive Council for the May meeting.*

VII Expectation of Conference Attendance for CAPEA Appointees and Executive Council Members, discussion.

*Wayne reiterated the expectations that officers and appointees "make every effort" to attend regular meetings and Conferences. This expectation will be communicated to future appointees and officers.*

VIII Other - All

*The Committee engaged in a brief discussion of the appropriate use of listserve and "reply all". The Ad-Hoc Committee (Don is Chair) will be providing a report later this year.*

Notes: Submitted by Delores B. Lindsey