

CAPEA
Board Meeting Minutes
Phone conference, August 20, 2009

Participants: Peg Basom, Dennis Brennan, Pat Ensey, Deb Erickson, Phyllis Hensley, Wayne Padover, Chris Thomas, Louis Wildman, and Don Wise.

President's Report: In an effort to increase communication, Phyllis sent out a newsletter to all CAPEA members. She also posted minutes from the CAPEA monthly board meetings on the CAPEA web site. A discussion about meetings without a quorum led the board to decide to also post notes from any meetings at which there was not a quorum as long as they were labeled NOTES and not Minutes.

Phyllis informed the board that Gary Kinsey has been elected President-Elect for NCPEA. This is a wonderful honor for Gary and for CAPEA's visibility nationally. The board sends its congratulations to Gary.

Board members who attended NCPEA thanked Phyllis and her husband on the reception they hosted at their house for California CAPEA members attending NCPEA.

Fall Conference: Wayne Padover reported that Tom Green the former provost from National cannot attend the fall meeting. He announced that Jo Birdsell will take Larry Birch's place on the agenda. Jo no longer works for CTC but is as current on issues as Larry is at this time. Wayne continues to work on the details for the fall meeting.

Don moved and Peg seconded a motion that CAPEA support Wayne and Donna Padover in the amount of \$500 for support in hosting the CAPEA fall conference dinner on October 16th at their home. Motion passed.

Wayne mentioned that conference cost should be held at a minimum given National University is hosting the use of rooms and equipment for the conference.

Secretary's Report: Peg thanked Don Wise for taking great minutes at the June meeting. The minutes were not approved in July for lack of a quorum. Louis moved and Wayne seconded the approval of the June minutes. Motion passed. Peg also reported that she mailed the hard copies of the CAPEA Fall Conference Registration Forms out to all active and inactive CAPEA members. So far, seven people have registered for the conference.

Treasurer's Report: Don reported that he received several registration and conference fees during the last month. Peg moved and Chris seconded a motion to approve the treasurer's reports for June and August. Motion passed. Don recommended that Phyllis and Gordon Hensley be given a sum of \$250 to offset costs for hosting the CAPEA/NCPEA reception at their home. Phyllis indicated that she and her husband would like to donate the \$250 to CAPEA for the purpose of beginning a scholarship fund. Don moved and Louis seconded a motion to accept the donation of \$250 from Phyllis and

Gordon Hensley for the purpose of beginning a CAPEA scholarship fund. The motion passed as presented.

Webmaster Report: Phyllis reported that Richard Feldman has been doing a great job of updating our website and that we had an agreement to pay him two payments of \$500. Each which has yet to happen. Peg moved and Don seconded a motion to make such payments. Motion passed. Don will send a check for \$1,000 this week.

CCTC Update: Dennis Brennan reported that CTC is greatly impacted by the State budget crisis. Employees will be required to take 3 furlough days each month until July 1, 2010. He also reported that the SLLI will continue to be administered as an alternative credentialing method for the Tier 1 program until CTC approves another test. He continues to caution us to be vigilant about the folks who are finding alternative methods to provide certification such as the Santa Clara County Office of Education offering a Tier 1 program and the San Diego County Office of Education offering the Tier II program.

Wayne reported that he and Donna Elder were doing some qualitative research with Larry Birch on the perceptions of administrators who have been prepared under the traditional versus the test methods.

Deb Erickson mentioned that she had spoken with Terry Orr at NCPEA about a survey the UCEA group is using to evaluate programs. She is going to talk to Terry to see if she will meet with several CAPEA folks at UCEA to discuss the possibility of using that instrument through CAPEA for future research.

Membership Report: Chris Thomas mentioned that he has heard from various board members about their attempts to speak with CAPEA Coordinators to get them working toward better recruitment. He also mentioned that he will use a description of a program coordinator that Wayne had originated to develop a coordinator's job description that will be included in the fall conference packet. Wayne also reminded him that the CAPEA coordinators list needed to be available in order to add Coordinator ribbons to packets at the fall meeting.

CAPEA Journal Report: Deb Erickson is in the process of developing the call for editor and associate editor of the CAPEA Journal.

Diversity Chair Report: Delores Lindsey was not present to report.

Historian's Report: Louis Wildman suggested that a future role for the CAPEA historian might be to collect and organize outstanding lessons and research contributions of our members. This material will be available on our website.

Past President's Report: Gary Kinsey was not available.

ACSA/CAPEA Report: The group discussed the academy proposal. There were questions about the process. The June minutes were referred to and a decision was made that after Wayne had finished drafting the proposal and job description with help from Phyllis, Don and Thelma that he would send it out to George Manthey and he will disseminate it to all those who might be interested. Wayne Padover, Co-Chair of the ACSA-CAPEA Committee reported the next committee meeting is scheduled in Sacramento on November 4, 2009 prior to the ACSA Annual Conference. Phyllis Hensley and Wayne Padover will discuss possible changes in the composition of the ACSA-CAPEA Committee at the conclusion of the current meeting.

CSBA Report: Ron had no news to report but he did mention that Steve Davis was working on some interesting research. We asked him to approach Steve to share his results at the fall or spring meeting.

Outstanding Service Award: Louis moved and it was seconded by Chris Thomas to award a CAPEA Outstanding Service Award to a CAPEA member at the 2009 Fall Conference. Louis Wildman and Deb Erickson will develop a CAPEA Awards Recognition Program for Executive Council approval at a later date.

The meeting was adjourned at 11:02 AM. The Next CAPEA Executive Council Meeting will be held at 9:30 a.m. on September 24, 2009.

Note: Peg Basom had to leave for another meeting at 10:30. Wayne Padover took minutes for the remainder of the meeting.

Minutes submitted by Peg Basom and Wayne Padover