



California Educational Research Association

Tom Barrett, President
Mary Tribbey, Vice President
Paula Carroll, Secretary
Melvin Webb, Treasurer
Jim Parker, Past President
Rachel Perry, Member-at-Large
Roger Yoho, Member-at-Large
I. Phillip Young, Member-at-Large
Nazanin Zargarpour, Member-at-Large
Irina Okhremtchouk, Graduate Student Representative

Minutes Of the Executive Board Meeting Of the California Educational Research Association A California nonprofit corporation January 29, 2008

A regular meeting of the Executive Board was held in Rancho Mirage, California, Rancho Las Palmas Hotel for the purpose of planning the 2008 Annual Conference and for transacting all proper business of the corporation. Written notice was sent or personally delivered to all members of the Board of record on the books of the corporation at such time and with such contents as required by the bylaws of the corporation.

There were present representing a quorum of the Executive Board:

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Paula Carroll, Secretary
Melvin Webb, Treasurer
Jim Parker, Past President
Rachel Perry, Member-at-Large
Roger Yoho, Member-at-Large
Phillip Young, Member-at-Large
Nazanin Zargarpour, Member-at-Large
Irina Okhremtchouk, Graduate Student Representative

Members Absent: None

The meeting was opened at 9:15 a.m. by president Tom Barrett. There were no additions to the agenda

Some corrections were made to the November 30, 2007 minutes that were presented to the group:

- Change the heading to reflect the newly elected board members
- Change the date to November 30, 2007
- Change Rachael Perry to Rachel Perry
- Jim Parker moved to accept the Minutes as amended with notes above. Rachel Perry seconded the motion and it was approved.

It was noted that the bylaws passed at the November 2007 conference contained a typo about the percent of membership needed for approval. The approved bylaws state: "To become effective, the proposed amendments must receive an affirmative vote of the majority of



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annual conference participants who vote during the annual conference, and at least *five* percent of the participants must cast a vote.” The sentence should have read “..at least thirty percent...” Nazy Zargarpour motioned that this error be rectified at the next annual conference with a revision to the bylaws. Jim Parker seconded and the motion was approved

Paula Carroll submitted a Treasurer’s Report that included a Cash Flow Summary, and a detailed Income and Expense report. The conference net was \$13,840.13. Two vendors have not yet paid their vendor fees. The new bank account has been set up with Wells Fargo and Paula Carroll will submit the taxes. The treasurer was given approval to deposit monies into another short-term CD account. We need to ensure that we are not double-reporting income or expenses on taxes. There was discussion about the method of reporting and Mary related that IRS recommends that a group continue to use the method that they started with.

There was discussion about when to implement the new responsibilities as described in the bylaws that were passed at the November 2007 conference. Mary Tribbey made a motion, which was approved, for the current board to immediately assume job responsibilities as described in approved bylaws.

The group discussed the upcoming conference and what changes might be made based on information from the 2007 conference. Possible publicity ideas were considered. It was decided that the exact conference title was needed before keynote speakers could be selected or publicity projects could be developed. After the title is decided, the groups can contact other organizations (such as successful presenters from CERA 2007, California applicants to AERA, Ed Source, higher education departments, California distinguished school list, Achievement Gap presenters). It was agreed that partnering the presenter with the school or district with whom they are working is more powerful than the presenter alone.

Tom Barrett proposed a sub-committee about presenters to invite: Rachel Perry, Irina Okhremtchouk, Nazy Zargarpour, and Mary Tribbey.

Irina Okhremtchouk led a discussion about the CERA newsletter. The publication and submission dates were set (March 15th and September publication, with submissions due by February 17 (Sunday). Irina Okhremtchouk will contact Board members about the areas of most need for articles. Including positive comments and photos from the 2007 conference evaluations would be helpful. Roger Yoho will get a quote for printing the newsletter and the conference publicity post cards after Irina Okhremtchouk sends him the past PDF and number of copies needed. Nazy Zargarpour will assist (with Kate Esposito and Bob Carlson on the newsletter).



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The mid-March newsletter will contain articles about best practices from invited speakers (CERA 2008 conference). Nazy Zargarpour and Mary Tribbey will survey the membership about conference them and future locations. It would be helpful to send the newsletter to past and potential vendors and sponsors.

Remuneration for keynote and invited speakers was discussed. There was discussion about a universal honorarium as opposed to an individual offer. Most of the group agreed that an individual offer was appropriate. Paula Carroll will prepare a form for tracking of offers.

President Tom Barrett suggested that the conference theme revolve around evaluating best practice in instruction and learning. Paula Carroll made this motion and Rachel Perry was the second. After a lengthy discussion, the group narrowed down the 2008 conference theme to two possibilities:

Effective teaching and learning: Evaluating practice

The Future of Educational Research: Evaluating instructional practices

General Topics might include: Evaluation 101 and Replication of research

Two Keynoters (with one related to the theme):

Morning: Doug Reeves or David Berliner

Lunch: Patricia Gandara UCLA or Russell Romberger

Friday morning: Scott Hill or Dave Long

Panel: English Learners – best practices – research-based invite Judith and Jamal

Other possible speakers might include:

EL and special ed keynotes

Doug Reeves - data

Jamal Abedi EL and SPED

Judith Warren Little – Berkeley

Patricia Gandara UCLA: EL – dynamic speaker

Russell Rumberger at UCSB: EL – dynamic speaker

Dave Long & Scott Hill, CDE: Policy

David Berliner – educational psych. NCLB issues

The roll-out at a district and in a school of an effective practice

How to implement and monitor program in an effective way – monitor implementation

Mel Webb moved that CERA pay the keynote speakers in a range of \$1,500- \$2,500 per person honorarium - plus expenses). Roger Yoho seconded. Vote passed. Phil Young opposed.



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The sequence of the program and ways to decrease the monetary loss on food/beverage the last day of the conference was discussed. Consideration was given to box lunches or brunch on Friday. Another possibility would be to start the CERA conference mid-day on Wednesday after the CDE Evaluators' Conference. The group considered using the President's Reception as a venue for Best Paper and Lifetime Achievement, followed by a big-draw name and additional sessions on Friday. The group will consider these ideas at a follow-up phone conference, arranged by Mary Tribbey.

Mary Tribbey recounted information about Internal Revenue Service rules related to the CERA groups' 503 © non-profit status. Her report was distributed. There are some items that need further investigation by the Treasurer and will be reported on at a future next meeting.

Committee membership was discussed and assigned. See handout of committee.

After the conference title is selected, Jim Parker will make arrangements for the conference artwork. Jim Parker will send the artwork to Paula Carroll at the beginning of March so that the posters and postcards can be printed by April 1 and send by April 15, 2008 (though if Roger Yoho arranges printing the art work will go to him).

It was determined that the Criteria for Outstanding Paper has not changed from the previous year and that it was suggested that the criteria be posted on the CERA website – deadline date October 1.

Nazy Zargarpour will be the lead on the Lifetime Achievement Award and Phil Young will assist. This item will be discussed at the next phone conference.

Jim Parker motion and Irina Okhremtchouk was the second to a motion to increase the 2-day conference membership and registration fee to \$195.00, and to increase the 1-day membership and registration fee to \$160. 00.

Rachel Perry moved and Paula Carroll was the second to pass the motion to increase the membership only fees to:

Students/retirees \$25.00
Others \$35.00
Graduate students \$100.



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We need to add a membership only registration form on website and post the costs.

The concept of growth of membership was discussed. Members considered the ideal membership number, the ratio of grade spans for CERA, problems with the number of venues for enrollment numbers. Paula Carroll and Rachel Perry will discuss the possibility of coordinating with the CAIR conference and inquire about who develops their hotel contract.

Adjournment

Having concluded the official Board business, the meeting was adjourned at approximately 3:40 p.m.

Respectfully Submitted,
Paula Carroll, Secretary/Treasurer