

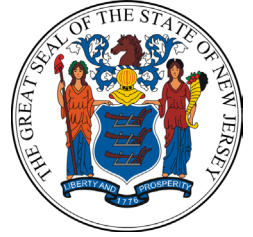


**State of New Jersey  
Commission on Holocaust Education**

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New Jersey Commission on Holocaust Education  
1<sup>st</sup> Quarter Commission Meeting  
New Jersey Department of Education  
September 18, 2023  
11:00 am

Minutes

- **Attendees:** Doug Cervi, Brianna Doherty, Phil Kirschner, Tamara Beatty, Dina Cohen, Allison Connolly, Maud Dahme, Michelle Myers, Irvin Moreno Rodriguez, Judy Olesh, Marvin Raab, Peter Schild, Ilyse Shainbrown, Shana Stein, Betty Schwartz, Colleen Tambuscio, Elyse Wolff, Gene Woods
- **Guests:** Ariel Nelson
- **Welcome and Greetings** Phil Kirschner, Chair, and Doug Cervi, Executive Director of the New Jersey Commission on Holocaust Education convened the public meeting at 11:00 a.m. Seeing that there was a quorum, the meeting of September 18, 2023, was called to order.
- Reading and approval of previous minutes
  - Motion made to approve the minutes by Maud Dahme, Allison Connolly seconded the motion. Motion unanimously approved.
- Legislative Committee
  - Bylaw revision – Frank Stebbins, Chair of the Legislative Committee was not present at the meeting. Allison Connolly, a member of the Legislative Committee gave the report. Brianna Doherty provided copies of the drafted bylaws to members in attendance and emailed them to those attending virtually.
    - She stated that the committee had a productive meeting discussing the bylaws. The grey text in the document is

taken directly from the statute and no edits were made. Edits start at section 3.6. Below is a list of all changes made.

- Section 3.6 *Member Responsibilities* was struck from the bylaws as we are appointed members, there was no method of enforcement.
- Throughout the entire document, we changed “Director” to “Chairperson”
- Added section 3.9 *Amendments* which creates an Ad-Hoc committee to review the bylaws every 3 years.
- Article IV: edited language around meetings, loosening language regarding when meetings are held to account for holidays. Also ensuring that there is language for how and when meetings will be announced and a tentative calendar to allow Commission members to plan. These changes continue throughout the bylaws.
- Section 4.6 was changed from *Manner of Acting* to *Parliamentary Procedure* and language was added to account for virtual attendance to meetings.
- Article 5: changes made to language “oversite committee” became “standing committee” and “special committee” became “Ad-Hoc committee”. We also had a long discussion regarding how many committees we have. We are proposing to condense some of the committees to lessen the number of committees. We are not suggesting removing committees, just condensing them for better oversight and organization. The proposed committee organization is:
  - Budget and Fundraising Committee
  - Legislative Committee
  - Curriculum Committee
    - Professional Development Committee
    - Evaluation and Assessment Committee
    - Student/Survivor Project Committee
  - Communication and Outreach Committee
    - Special Events Committee

- Generation of the Shoah Committee
  - Interfaith Committee
- Marvin Raab asked that there be an annual planning session of the committees with the entire Commission to outline the goals and tasks for the following year.
  - Phil Kirschner agrees, that will happen but will not be a part of the bylaws.
- Colleen Tambuscio suggests we have an annual summer retreat that will serve as a planning session for the Commission.
- Brianna Doherty will share the committee list and descriptions of each committee with everyone.
  - Section 5.4 we changed *Appointments* to *Approval of Committee Members* and added a line that the approval of the committee members will be at the discretion of the chair.
- Maud Dahme asks what the next steps are.
  - Commission decides not to vote on this until the December meeting.
- Irvin Moreno Rodriguez asked when the reorganization meeting is.
  - Phil Kirschner and Brianna Doherty state that the reorganization meeting is the 4<sup>th</sup> quarter meeting, and those changes take effect in the 1<sup>st</sup> quarter meeting. (ex: the June meeting is the reorganization and that takes effect at the September meeting).
- Elyse Wolff asks if, before the reorganization meeting, there will be a period of time for nominations and what the general plan is to prepare for the reorganization meeting.
  - This will be discussed at the next meeting of the legislative committee.
- Tamara Beatty made a motion to accept letters of interest for the Vice Chair position to be voted on at the December 4, 2023 meeting. Gene Woods seconded the motion. The motion was passed unanimously by the Commission.
  - Letters of interest should be submitted to Brianna Doherty by November 6, 2023 and will be shared with the Commission prior to the December 4, 2023 meeting.

- Presentation by Ariel Nelson
  - Brianna Doherty shared the PowerPoint presentation for Commission Members.
  - Ariel Nelson asked that the Commission share his program with NJ schools.
- 2024 Summer Seminar – Maud Dahme
  - Maud Dahme appeared before the NJEA Executive Committee and again asked for \$150,000 for the scholarship for NJ teachers. This year we were surprised and they voted to award us with \$175,000!
- Emergency Contact Information
  - Brianna Doherty requested that each member fill out the emergency contact form and return it to her as soon as possible with a reminder to share her contact information for the individual you designate as your emergency contact.
- Commission Member Travel
  - Brianna Doherty stated that, according to our statute, all Commission members are entitled to reimbursement for travel when attending meetings/events in order to represent the Commission. This includes miles for quarterly meetings, uber, hiring a driver, miles to attend center programs and events, etc.
  - Every member needs to go to [www.NJSTART.gov](http://www.NJSTART.gov) and register as a vendor. Brianna Doherty can work with you if you need assistance. Once you are registered, you will receive a vendor number which needs to be shared with Brianna Doherty. Once this is completed, you need to send Brianna Doherty a report monthly of where you traveled to and for what purpose, Brianna Doherty will then process the reimbursement with the DOE.
- Committee Reports
  - Interfaith Committee
    - No Report
  - Budget/Fundraising Committee
    - Brianna Doherty notifies the Commission that we have again received \$255,000 as our annual budget. Most of the request to date have been for class sets of books.
      - Michelle Myers asks if there is a procedure in place if a school requests something other than books.

- Brianna Doherty states that the Commission is not able to provide funding for other items, we can send books but all other requests can go through their local Holocaust Resource Center.
- Curriculum Committee
  - Doug Cervi states that this is continuing to be an ongoing process. Starting in the summer of 2024, we will begin looking at our other curriculum guides to start updating them in the same format. The high school curriculum will also go through its first round of revisions in the spring of 2024.
  - Colleen Tambuscio states that the committee is looking to set up a meeting soon to begin developing professional development to go along with the curriculum.
  - Michelle Myers congratulates the curriculum committee on their work and shares that, through the Raab/Goodwin Center, they are already going out to schools in their area to present the curriculum guides and available resources.
- Generation of the Shoah Committee
  - Elyse Wolff shares that she and Ilyse Shainbrown have continued to meet with interested speakers for the speakers bureau, we have added 5 new speakers to the website in the last few months.
- Special Events Committee
  - Members of the Committee notified the Commission about 2 confirmed events and 1 pending event for the upcoming year.
    - Kristallnacht – The Commission will be hosting a Kristallnacht Commemoration Program with the Holocaust Resource Center at Kean University on November 2<sup>nd</sup>. Carolyn Enger will be performing her “Mischling Expose” and answering questions.
    - 2024 Marks the 30<sup>th</sup> anniversary of the Holocaust Commission Mandate. We will be celebrating this at Stockton University on April 15, 2024. Dr. Michael Berenbaum has agreed to be the keynote speaker for the event.

- International Holocaust Remembrance Day is January 27, 2024. We have been asked by NY State to participate in their “Light It Up Yellow” campaign where prominent NJ Landmarks will be lit up yellow to mark the day. A request has been sent to the Governor’s office to request that the State House Complex be lit and that the Governor makes a statement to mark the day.
- Student/Survivor Project Committee
  - Michelle Myers states that the committee will be meeting at the end of the month and will report in December.
- Training Committee
  - No Report
- Evaluation/Assessment Committee
  - Brianna Doherty states that, as of this meeting, we have received 180 submitted surveys. School districts have until 10/16 to submit their responses.
- PR/Awareness Committee
  - Gene Woods states that the committee continues to share out the information that Brianna Doherty shares.
- Member Concerns
  - Marvin Raab asks for a policy/procedure to ensure that Commission Members are attending center events.
    - Allison Connolly suggested making a Google calendar where we have all of the events requiring Commission attendance posted and Commission members sign up for what events they are attending.
    - Gene Woods suggested a Google form that would have the events listed and their region and Commission members can add their name to events that need representation.
- Public Comments
- Allison Connolly made a motion to adjourn, Shana Stein seconded the motion. Motion passed and the meeting adjourned at 1:07 p.m.