

# LEADERSHIP PUBLIC SCHOOLS, INC.

## Meeting of the Board of Trustees

Thursday, July 27<sup>th</sup>, 2006 4:00 – 7:00 PM PDT

### Board Members:

Richard Cohn, At Large  
 Mark Kushner, CEO  
 Scott Pearson, Chair  
 Sheryl Sandberg, Treasurer  
 Judy Wade, Vice Chair  
 Helen Bellamy  
 Sandy Dean  
 Jeffrey Faucette  
 Laura Fisher  
 Kandle Fraser  
 Heather Hiles  
 Beth Hollenberg  
 Joan Lonergan  
 Xochilt Ramos-Lira  
 Deborah Stipek  
 Guadalupe Valdés  
 Joanne Weiss

### Members Elect (non-voting)

Trinidad Pizano  
 Rich Stowell  
 Regina Washington

Will take place at:

2601 Mission Street  
 San Francisco, CA 94110

433 West Briar Place  
 #7A, Chicago, IL 60657

## A G E N D A

ROLES

Facilitator: Scott

Timekeeper:

Recorder:

Process Checker:

Item	Objective	Process	Documents	Facilitator	Clock Time	Time Allotted
Welcome and Agenda Review	Confirm agenda and roles	Discussion and Agreement	<b>Agenda</b>	Facilitator Led	5 minutes	4:00-4:05
Celebration	Build teamwork Focus on positive	Staff celebrate positive things at the schools	None	Mark and Staff	5 minutes	4:05-4:10
Public Hearing for Items Not on Agenda	Hear public testimony for items not on Agenda	Testimony of public for limited time	None	Facilitator Led	5 minutes	4:10-4:15
CONSENT ITEMS: → Renew Total Education Solutions (TES) Special Education Services Contract → Renew Special Education Assistance and Technical Support (SEATS) Special Education Services contract	Up or down vote.	Vote	Resolutions document TES contract, SEATS Contract,	Facilitator Led	5minutes	4:15-4:20

<b>Item</b>	<b>Objective</b>	<b>Process</b>	<b>Documents</b>	<b>Facilitator</b>	<b>Clock Time</b>	<b>Time Allotted</b>
ACTION ITEMS → Approve LEA Plan for LPS Campbell → Approve Wells Fargo Line of Credit Authorization → Adopt Title I Parental Involvement policies	Discussion and Vote	Discuss, Vote	Resolutions document, LPS Campbell LEA Plan, Title I Parental Involvement Policies,	Alex	10 minutes	4:20-4:30
Chair Report ACTION ITEMS → Approve recommended officers	Update board on results of board survey Elect officers Discuss goals for the coming year Discuss fundraising goals	Presentation of board survey results Discussion on board goals Vote on officers	Board survey results to be distributed at board meeting Slate of recommended officers is in the resolutions document	Scott	20 minutes	4:30 – 4:50
CEO Report	Update on LPS status.	Presentation and discussion.	CEO Report and Powerpoint	Mark	90 minutes	4:50 – 6:20
Break					10 minutes	6:20 – 6:30
LPS / LPS Board OKR Status reports	Update status of OKRs	Presentation and discussion	Status Report on OKRs	Mark	27 minutes	6:30 – 6:57
Process Check	To continually reflect and improve meetings	Process checker report “Delta / Plus” Chart	None	Process Checker and all	3 minutes	

# LEADERSHIP PUBLIC SCHOOLS

## MEETING NORMS

### 1. Be considerate of others

- a. Listen to and consider the opinions of others (seek to understand before seeking to be understood)
- b. Be on time, present and engaged.
- c. Assume good intentions and check assumptions.
- d. Turn off/mute electronics

### 2. Be prepared

#### For Presenters

- a. Submit agenda items 36 hours or more in advance; include desired meeting outcome
- b. When possible, prepare a short written report on your topic distributed in advance to allow meeting to focus on discussion and action items
- c. Facilitator should check in with person responsible for meeting in advance to see if there are any special issues or concerns.

#### For All Attendees

- d. Read all materials in advance

### 3. Be responsible and action-oriented

- a. Tie up loose ends at the end of a discussion when possible
- b. Summarize to-dos in meeting minutes
- c. Do what you committed to do

### 4. Practice effective time management

- a. Monitor airtime
- b. Facilitator should help group manage and negotiate time issues
- c. Be flexible and accept with grace if your item gets squeezed

### 5. Practice the Leadership processes, roles, and protocols

### 6. It is ok to take care of personal needs