

LEADERSHIP PUBLIC SCHOOLS, INC.

Board of Trustees Meeting

Wednesday, March 22, 2006

4:15 – 7:00 pm PST

Will take place at:

2601 Mission Street, 9th Floor, San Francisco, CA

115 Brigham Ct., Colorado Springs, CO

Building 260, Stanford University, Stanford, CA

49 Stevenson Street, Suite 1275, San Francisco, CA

1600 Amphitheatre Parkway, Mountain View, CA

A G E N D A

Board Members:

Officers

1. Mark Kushner, CEO
2. Scott Pearson, Chair
3. Judy Wade, Vice Chair
4. Sheryl Sandberg, Treasurer
5. Doug Gneiser, Secretary
6. Richard Cohn, At Large

Members

7. Jeffrey Faucette
8. Laura Fisher
9. Joan Lonergan
10. Deborah Stipek
11. Guadalupe Valdés
12. Joanne Weiss
13. (Teacher Member)
14. (Parent Member)
15. (Student Member)

ROLES

Facilitator: Scott

Recorder:

Timekeeper:

Process Checker:

ITEM	OBJECTIVE	PROCESS / DECISION PROCESS	PERSON	DOCUMENTS	CLOCK TIME	TIME
Welcome and Agenda Review	Confirm agenda and roles	Discussion and Agreement	Facilitator Led	None	4:15-4:20pm	5 min
Introduce New Staff			Facilitator-Led	None	4:20 – 4:21	1 min
Check-in and celebration	Celebrate and Connect	Whip	Facilitator-Led	None	4:21-4:30pm	9 min
Public Hearing for items not on the agenda	Encourage public Input	Persons not on the Board may speak for 2 minutes, within limits	Facilitator-Led	None	4:30-4:35pm	5 min
Election of New Board Members	Elect new Board members		Facilitator-Led		4:35-4:40pm	5 min

ITEM	OBJECTIVE	PROCESS / DECISION PROCESS	PERSON	DOCUMENTS	CLOCK TIME	TIME
CEO Report (Data Dashboard)	Update the Board on the status of the organization; Seek board input on key areas Focus Area:	Presentation followed by discussion	Mark presents; then takes questions and comments	CEO Report / Data Dashboard	4:40-5:40pm	60 min
Emerging Strategy to Improve Educational Quality	Discuss Emerging Strategy	Presentation followed by discussion	Committees present; then questions and discussion		5:40-6:30pm	50 min
Closed Session • Discuss litigation issues	Closed session to discuss litigation issues				6:30-6:45pm	15 min
Report out of Closed Session					6:45-6:50pm	5 min
Process Check			Process-checker-led		6:50-7:00pm	10 min

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