

LEADERSHIP PUBLIC SCHOOLS, INC.

Regular Meeting of the Board of Trustees

Saturday, October 20, 2007

Breakfast 8:00 – 8:30 Meeting: 8:30 – 1:00

Will take place at:

McKinsey and Company, 555 California Street, 47th Floor, San Francisco

NOTE: TO GAIN ACCESS TO THE BUILDING RSVP TO JILL SCHEPMANN, 415-695-0669 x210 IN ADVANCE, OR CHECK IN WITH SECURITY ON THE DAY OF THE MEETING

A G E N D A

ROLES

Facilitator: Scott Pearson
Timekeeper: Sandy Dean

Recorder: Jill Schepmann
Process Checker: Helen Bellamy

Board Members	
Officers:	
Mark Kushner, CEO	Scott Pearson, Chair
Judy Wade, Vice Chair	Sandy Dean, Treasurer
Laura Fisher, Secretary	Richard Cohn, At Large
Joanne Weiss, At Large	Heather Hiles, At Large
Members:	
Helen Bellaamy, Parent	Sheryl Sandberg
Jeffrey Faucette	Kandle Fraser, Teacher
Deborah Stipek	Guadalupe Valdés
Henrik Jones	JR Matthews
Jack Selby	Hakeem Oladanjoye
Anthony Alvarado	
Members-Elect:	
Anthony Hawkin, Student	Greg Garcia, Teacher

Item	Objective	Process	Person Leading	Documents	Clock Time	Time
Breakfast (Optional)					8:00 – 8:30	30 min
Celebration	Focus on the positive	Whip	Mark	None	8:20 – 8:30	10 min
Welcome, Agenda Check, Public Session (open hearing)	---	---	---	---	8:30 – 8:35	5 min
Presentation of the Committee on Trustees - Vote to modify bylaws to increase the number of trustees from 20 to 25 - Vote on Alex Terman to a 3-year board term	Increase board size to add new trustees Add new member	Presentation followed by vote Presentation followed by vote	Laura	Report of the Committee on Trustees	8:35 – 8:45	10 min

<p>Consent Calendar</p> <ul style="list-style-type: none"> - minutes from July meeting - SF Foundation resolution - Temporary Credentials 	Rapid approval of routine business	<p>Vote.</p> <p>Any member wishing to discuss may remove the item from the consent calendar</p>	Scott Pearson	None	8:45-8:50	5 min
<p>Board Chair Report</p> <ul style="list-style-type: none"> - Survey Results - Board and Org Goals - Development Committee 	Update board members	Presentation followed by discussion	Scott	Board Chair Report	8:40 – 8:50	10 min
Brief Committee Report outs: Operations, Facilities, SEP	Update board members	Presentations followed by discussion	Scott, Sandy, Judy	TBD	8:50 – 9:00	10 min
CEO Report	Present dashboard; discuss key priorities; answer questions from the board	Presentation followed by discussion	Facilitator Led	Dashboard and CEO Report	9:00 – 9:20	20 min
Principal Reports	Hear from Principals on their schools	7 minute structured presentation followed by 5 minutes Q+A per schools	5 school principals	None	9:20– 10:20	1 hour
Break					10:20 – 10:30	10 min
<p>Setting of Long-Range LPS Objectives:</p> <ul style="list-style-type: none"> - Introduction 20 minutes - Whiteboard Exercise 30 min - Discussion 40 minutes 	Review information on the status of the organization and discuss issues of interest to board members.	Presentation followed by whiteboard exercise followed by discussion	Judy	Background Reading	10:30 – 12:00	90 min
Working Lunch: “How do we achieve our long-range objectives”	Discuss approaches and next steps towards achieving our long-term objectives	Moderated discussion	Judy	None	12:00 – 12:50	50 min

Process Check	To continually reflect and improve meetings	Process checker report "Plus/Delta" Chart	Process Checker	None	12:50 – 12:55	5 min
Closed Session	Personnel Issues				12:55 – 1:00	5 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