Leadership Public Schools  
Meeting Minutes  
Executive Committee of the Board of Trustees  
January 14th, 2016

Present: Marsha Dugan, D’Lonra Ellis (phone), Stu McLaughlin, Kevin Katari, Dr. Louise Waters, Soo Zee Park (phone), Yolanda Peeks
Absent: None
Guests: Kate Levitt, Lauren Klaffky, Zenebu Bekele

The meeting was called to order at 3:37. The agenda was confirmed and roles were assigned. One edit to the agenda was made, changing the objective of the San Jose item to plan for the January 25, 2016 Board meeting.

The meeting was opened to public comment. No public comments were made so the meeting was closed for that purpose.

Consent Agenda
The group voted to approve minutes from November 19, 2015.
Moved: Kevin Katari  
Seconded: Stu McLaughlin  
Approved: All  
Against: None

Professional Development Funding
Lauren Klaffky presented the Educator Effectiveness Plans, giving background on the funding and an overview of the programs that funds will support.

Financial update
Zenebu Bekele reviewed financials from October-December 2015, including reduced hiring and benefits expenses and pending grants. Bekele will present a year-end forecast for the February Executive Committee meeting, which will show a full view of expenses.

Strategic Planning
The committee reviewed long-range financial models for different school enrollment scenarios and possible growth opportunities. Kevin Katari coined the term “minimal viable enrollment” to assess weaker enrollment scenarios. The conversation also focused on reserves, and best practices for ensuring Leadership Public Schools has sufficient reserves depending on different growth scenarios. The group decided which information to present to the full Board for the January 25, 2016 meeting, including a summary and analysis to help compare and contrast different scenarios, as well as a sensitivity table on funding and enrollment. The committee also suggested some
revisions to the information, as well as more explanation for scenarios that lead to deficits.

Finally, Stu McLaughlin confirmed the Finance 101 training will be held just before the full Board meeting on January 25, 2016, from 5-6pm, to review how to read the financial dashboard, cash flow statement, and balance sheet, as well as give historical perspective on education finance and Leadership Public Schools’ context.

**Planning for February Executive Committee**
Louise Waters will be working to prepare materials and updates on San Jose, including facilities. Waters also gave a brief update on the Oakland R&D facility, particularly an increase in newcomer students at Castlemont.

**Process check**
Stu McLaughlin commented that process worked well and appreciated getting information in advance.

**The meeting was adjourned at 5:30pm.**

Respectfully submitted,
Kate Levitt
Recorder