

**BOARD OF TRUSTEES MEETING  
AGENDA**

September 17, 2019

**Meeting Time:** 6:30 PM – 9:00PM

**Location:** 350 Seneca Ave., San Francisco, CA 94112

**This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.**

MEETING AGENDA & RELATED MATERIALS

Agendas for regular board meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 72 hours prior to the start of the meeting. Agendas for special meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 24 hours prior to the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the meeting, or, alternatively, when the materials are distributed to at least a majority of board members.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that, consistent with the requirements of the *Bagley-Keene Open Meeting Act*, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting Leadership High School at 350 Seneca Avenue, San Francisco, CA, telephone 415 – 841 – 8910.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact Leadership High School at 350 Seneca Avenue, San Francisco, CA, telephone 415 – 841 – 8910.

**INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS**

Leadership High School ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Trustees ("Board") is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 350 Seneca Ave.

**I. PRELIMINARY - 5 minutes**

**A. CALL TO ORDER**

Meeting was called to order by Board Chair at \_\_\_\_\_.

**B. ROLL CALL**

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Adria Schulman-Eyink		
Beth Silbergeld		
Cheryl Leong		
Daniel Reyes		
Greg Bybee		
Henry Pacheco		
Jack Lynch		
Kishan Madamala		
Lesley Martin		
Paola Garcia		
Ruwan Gunatilake		
Saba Rehmani		
Seth Greenberg		
Stefan Montouth		
Tiffany Black		
Kyle Magallanes Castillo, LHS Alumni Representative		
Amanda Levin, LHS Teacher Representative		
TBD, LHS Parent Representative		
EJ West, LHS Student Representative		

**II. PUBLIC COMMUNICATIONS - 3 minute**

- A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

**III. CONSENT CALENDAR - 1 minute**

- A. Approval of [Minutes: June 18, 2019](#)

**IV. REPORTS - 65 minutes**

- A. School Stories - 10 minutes  
B. [Principal's Report](#) - 15 minutes  
C. [Finance Update](#) - 10 minutes  
D. Committee/Task Force Reports  
a. Executive Committee - 5 minutes  
b. [Fundraising](#) - 15 minutes  
c. [Marketing](#) - 10 minutes

**V. OLD BUSINESS - none**

**VI. NEW BUSINESS - 40 minutes**

- A. [Committee Member Approvals](#) - 5 minutes  
B. Extraneous Checking Account Closure - 5 minutes  
C. [Strategic Plan Overview](#) - 30 minutes

**VII. CLOSING THOUGHTS AND PROCESS CHECK - 5 minutes**

**VIII. ADJOURNMENT**

The meeting was adjourned at \_\_\_\_\_.

**BOARD OF TRUSTEES MEETING**  
**Minutes - September 17, 2019**

**I. PRELIMINARY - 5 minutes**

A. CALL TO ORDER

Meeting was called to order by Board Chair at 6:30pm.

B. ROLL CALL

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Adria Schulman-Eyink	X	
Beth Silbergeld	X	
Cheryl Leong	X	
Daniel Reyes	X	
Greg Bybee	X	
Henry Pacheco	X	
Jack Lynch	X	
Kishan Madamala	X	
Lesley Martin	X	
Paola Garcia	X	
Ruwan Gunatilake	X	
Saba Rehmani	X	
Seth Greenberg	X	
Stefan Montouth	X	
Tiffany Black	X	
Kyle Magallanes Castillo, LHS Alumni Representative	X	
Amanda Levin, LHS Teacher Representative	X	
TBD, LHS Parent Representative		X

EJ West, LHS Student Representative		X
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**II. PUBLIC COMMUNICATIONS - 3 minute**

- A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

Parent would like Latino voice here at LHS, especially with current population. Son doesn't feel safe; i.e. haircuts at school. Homework policies not aligned. Issues go past Beth. Some teachers won't talk to son unless on designated days/times.

**III. CONSENT CALENDAR - 1 minute**

- A. Approval of [Minutes: June 18, 2019](#)

Motion by Seth and seconded by Jack. Minutes were unanimously approved.

**IV. REPORTS - 65 minutes**

- A. School Stories - 10 minutes

Two students and a teacher presented the school stories. Student, now a Senior has had a great experience here. LHS focuses on the students, especially when students are lost. The student also likes having the math tutors. Another student spoke about retreat day where they got to hang with the Senior class in a YMCA environment.

In general the Seniors are busy with personal statements and applying for college.

SFUSD was supposed to allocate 3 RSP and 3 FTE para's. SFUSD doesn't have budget so they did not provide the staff. All schools in the district are facing this issue. Board would like to support, if needed. More to come during the next meeting.

- B. [Principal's Report](#) - 15 minutes

Discussed SBAC testing data and MAPP testing.

Rolled out math tutoring hours with Tutorpedia. Also, discussed student GPA's.

No suspensions. Discussed the school climate; i.e. clubs and the girls volleyball team.

Yondr - Students are on the phone less, less late to class. Also, students have figured out how to bypass; i.e. bring own magnet to open.

C. [Finance Update](#) - 10 minutes

The board reviewed the August 2019 financials. EdTec completed the FY18-19 unaudited actuals; ended the year \$92K higher than budgeted.

EdTec presented financials in new format; i.e. waterfall chart and cash flow graph

D. Committee/Task Force Reports

a. Executive Committee - 5 minutes

Lesley and Cheryl were planning on updating the bylaws this year. After reviewing the bylaws, we realized we needed help from a lawyer. Lesley asking a few lawyers to review for pro bono.

Board, if possible, please provide money to Corrine to pay for the Board meeting meals.

b. [Fundraising](#) - 15 minutes

\$90K Board goal, up from last year's goal of \$80K.

Discussed why it's important to give and what we can do to get us to the goal (personal goals; your network - social media, giving Tuesday, etc; say thank you).

c. [Marketing](#) - 10 minutes

Discussed committee goals and pipeline.

**V. OLD BUSINESS** - none

**VI. NEW BUSINESS** - 40 minutes

A. [Committee Member Approvals](#) - 5 minutes

Motion by Seth and seconded by Paola. Minutes were unanimously approved.

B. Extraneous Checking Account Closure - 5 minutes

Motion by Jack and seconded by Beth . Minutes were unanimously approved.

C. [Strategic Plan Overview](#) - 30 minutes

Eric Ryan introduced himself and the deliverables. Karen Fee, part of Lighthouse Charter School will also be working on our strategic plan. Had open QA at the end.

- VII. CLOSING THOUGHTS AND PROCESS CHECK - 5 minutes**
- VIII. ADJOURNMENT**

The meeting was adjourned at 8:31pm.