

## CP ACADEMY LEADERSHIP COUNCIL AGENDA – October 5, 2006, 5:00 – 7:00 p.m.

Time	Topic	Activities	Materials	Goals & Outcomes
5:00 – 5:20	Introduction	<ul style="list-style-type: none"> <li>• “Comings and goings”</li> <li>• Icebreaker: “Paired Introductions”</li> <li>• Review meeting goals and agenda</li> <li>• Assign roles; facilitator, recorder, timer, process observer</li> <li>• Review and/or revise agreements for our work together</li> </ul>	<ul style="list-style-type: none"> <li>• agenda</li> <li>• agreements</li> </ul>	<ul style="list-style-type: none"> <li>• Build trusting and collaborative relationships among LC representatives</li> <li>• Work toward a shared vision and leadership of CP Academy.</li> </ul>
5:20 – 5:40	Leadership Council Role	<ul style="list-style-type: none"> <li>• What is the role of the Leadership Council?                             <ul style="list-style-type: none"> <li>-- review documents</li> <li>-- clarifying questions and large group discussion</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• organization chart</li> <li>• achievement &amp; equity goals</li> </ul>	<ul style="list-style-type: none"> <li>• Representatives reach a common understanding of the role and general purposes of the LC.</li> </ul>
5:45 – 6:35	Leadership Council Priorities	<ul style="list-style-type: none"> <li>• Where we are at – review end of year assessment and data review chart (<i>10 min</i>)</li> <li>• What are some of the current major activities and issues among students, parents, &amp; staff? What are some priority areas for the LC to address this year?                             <ul style="list-style-type: none"> <li>-- small group discussion (<i>10 mins</i>)</li> <li>-- report back to large group (<i>10 mins</i>)</li> <li>-- large group discussion (<i>20 mins</i>)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• summer notes</li> </ul>	<ul style="list-style-type: none"> <li>• LC is updated on the major activities and concerns of each constituency.</li> <li>• LC begins to prioritize some key areas of work for this year.</li> </ul>
6:45 – 6:55	Leadership Council Operating Procedures	<ul style="list-style-type: none"> <li>• How are decisions made in the LC (quorum; consensus vs. voting; who votes)?</li> <li>• How does information flow between LC representatives and the school community?</li> <li>• What are the responsibilities of an LC representative?</li> <li>• What is the meeting schedule?</li> </ul>	<ul style="list-style-type: none"> <li>• decision making model</li> <li>• calendar</li> </ul>	<ul style="list-style-type: none"> <li>• Representatives are clear about how and when the LC will conduct meetings and make decisions.</li> <li>• Representatives understand channels of communication between themselves and the school community.</li> </ul>
6:50 – 7:00	Closure	<ul style="list-style-type: none"> <li>• Process observations</li> <li>• Final reflections: what worked well today; what needs more work?</li> <li>• Reflection sheets</li> </ul>	<ul style="list-style-type: none"> <li>• reflection sheets</li> </ul>	<ul style="list-style-type: none"> <li>• Build trusting and collaborative relationships among LC representatives</li> <li>• Work toward a shared vision and leadership of CP Academy.</li> </ul>