



**The Leadership School**

STUDENT LEADERSHIP AT THE CENTER OF LEARNING

## The Leadership School

### VIRTUAL - TLS Special Board Meeting June 10, 2024

#### VIRTUAL ONLY

Published on May 31, 2024 at 11:16 AM CDT

Amended on May 31, 2024 at 11:17 AM CDT

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#### Date and Time

Monday June 10, 2024 at 4:00 PM CDT

#### Location

The Leadership School is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/93648300851?pwd=RnJ0YlFzYy9qeE9vQ3MvR1RvR2JQUt09>

Meeting ID: 936 4830 0851

Passcode: TLS2021

One tap mobile

+13126266799,,93648300851#,,,,\*9929529# US (Chicago)

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:00 PM</b>
<b>A. Call the Meeting to Order</b>		Lennel Hunter	1 m

	Purpose	Presenter	Time
<p><b>Mission:</b> The Leadership School exists to grow our students' leadership capacity through earnest engagement in an academically rigorous, culturally relevant, and relationship-oriented environment.</p>			
<b>B.</b>	Record Attendance	Kimberly Townsend	2 m
<b>C.</b>	Public Comment Section	Lennel Hunter	7 m
<b>II.</b>	<b>Action Items</b>		<b>4:10 PM</b>
<b>A.</b>	Approve revision to Enrollment & Lottery Policy	Vote	Lakeisha Moody Seymour 10 m
<b>III.</b>	<b>Board Business</b>		<b>4:20 PM</b>
<b>A.</b>	Introduce Potential Board Members	Discuss	Lennel Hunter 10 m
<b>B.</b>	Approve Emeritus Board Member Draft Policy	Vote	Gerren McHam 10 m
<b>IV.</b>	<b>Closed Session</b>		<b>4:40 PM</b>
<b>A.</b>	Closed Session	Vote	Lennel Hunter 15 m
	<ul style="list-style-type: none"> <li>• To discuss personnel pursuant to RSMo. 610.021.3, which states: Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.</li> </ul>		
<b>V.</b>	<b>Closing Items</b>		<b>4:55 PM</b>
<b>A.</b>	Next Steps	FYI	Lennel Hunter 3 m
<b>B.</b>	Adjourn Meeting	Vote	

# Coversheet

## Approve revision to Enrollment & Lottery Policy

**Section:** II. Action Items  
**Item:** A. Approve revision to Enrollment & Lottery Policy  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** TLS Admissions and Enrollment Policy 2024.pdf



## Admissions and Enrollment Policy

The Leadership School is a free, open enrollment public school for students residing in the 24:1 footprint, within the Normandy Schools Collaborative district boundaries, in which it will operate. This policy covers admission procedures, student enrollment, lottery, waitlist, registration process, including age requirements.

### I. Admissions

The Leadership School will be nonsectarian in its programs, admissions policies, and all other operations, and will not discriminate, for admission or otherwise, on the basis of race, ethnicity, religion, national origin, sexual orientation, disability, gender, income level, or proficiency in the English language in accordance with [RSMo. 160.410.3](#). The Leadership School will not administer any qualifying enrollment tests or have specific requirements for admission (e.g. minimum grade point average, test scores, discipline records, etc).

### II. Application and Lottery

The Leadership School will publicly advertise open enrollment for applicants to apply to enroll for the following school year. If, at the end of the initial application period, the number of students exceeds the school capacity, or the capacity of a grade level, then enrollment will be determined on the basis of a lottery to be conducted within seven calendar days of the close of the initial application period. During the lottery, the following preferences shall apply, not to exceed 10%,

1. The Leadership School gives a preference for admission of children whose siblings attend the school.
2. Second priority is given to students whose parents are employed at The Leadership School.
3. If there are fewer openings at a grade level then students on the waiting list from category #1 or #2 lottery is used to



determine which children will be admitted. If the number of pupils from the category #1 waiting list is equal or less than the opening at a grade level all category #1 pupils will be admitted.

### **III. Waitlist**

At the conclusion of the lottery drawing, The Leadership School will notify families of all applicants to inform them of their status. All students who were not granted admission due to capacity will be given the option to have their name placed on a waitlist in the order according to their lottery draw. The Leadership School will enroll students from the waitlist if there is an opening during the school year. Once on the waitlist, the student will remain until offered a spot or the family submits in writing to the school that they are no longer interested. The waitlist will be active for six months into the school year. Families must accept an open position within two weeks of being notified of an opening. If the family can not be contacted the student will be moved to the bottom of the waitlist. If the family declines the student will be removed from the waitlist.

### **IV. Enrollment**

Once offered enrollment, applicants of The Leadership School are expected to provide documentation that correctly identifies their child's age and grade level in both the current and upcoming school year. Once documentation has been verified students will be enrolled in the next consecutive grade level that follows their current grade level. Kindergarten students will be admitted only in accordance with the statutory age requirements described in section VI below. Any unilateral retention or promotion decisions will not be made during the admissions process but can be revisited after the first week of school. Consideration for a student that has been expelled from a previous school will be addressed on a case by case basis.



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## **V. Additional Student Enrollment**

The Leadership School will offer all employees at The Leadership School the opportunity to enroll their children as students when eligible under [RSMo. 160.140.2.2](#) which outlines these statutorily approved enrollment preferences. The Leadership School acknowledges and understands that if the student resides outside of the Normandy Collaborative School District, The Leadership School will be exempt from state funding allocations. Should a district employee be terminated from employment, the child's right to attend The Leadership School will terminate immediately. This policy will be reviewed annually and is subject to budget allocations.

## **VI. Age Requirements**

According to Missouri law, to be eligible to attend Kindergarten at The Leadership School a student must have turned age 5 by August 31 of that same school year. Compulsory age in Missouri is age 7.

## **VII. Registration Process**

Once a student has been accepted the family must submit a full enrollment packet including, but not limited to, the following documents:

- Current Immunization and Shot Records
- Completion of Emergency Medical Information Form
- Family Contact information
- Birth Certificate

## **VIII. Notification of Special Education Supports**

In accordance with [RSMo. 160.415](#), The Leadership School will request information about special education services on the enrollment form. Within two business days of enrollment, The Leadership School will request academic, special needs, and discipline records from all schools the student has attended in the last twelve months.



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# Coversheet

## Approve Emeritus Board Member Draft Policy

**Section:** III. Board Business  
**Item:** B. Approve Emeritus Board Member Draft Policy  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Emeritus Board Member Bylaws Policy (2).docx



## **Emeritus Board Member Bylaws Policy**

### **Section 1: Introduction**

#### 1.1 Description:

The Emeritus Board Member Bylaws Policy establishes the framework for recognizing and utilizing the expertise and experience of former board members or executive directors of The Leadership School who have transitioned to emeritus status. This policy outlines the roles, responsibilities, and procedures related to emeritus board membership.

#### 1.2 Intent of Policy

The Emeritus Board Member Bylaws Policy serves to formalize the roles, responsibilities, and procedures associated with emeritus board membership, ensuring the continued engagement and contribution of former board members to the success and sustainability of The Leadership School.

### **Section 2: Roles**

#### 2.1 Advisory Role:

Emeritus board members serve as trusted advisors to the current Board of Directors, providing valuable insights and guidance based on their prior experience and institutional knowledge.

#### 2.2 Mentorship:

Emeritus board members may act as mentors to new board members, offering support, advice, and sharing their understanding of the school's history, governance practices, and mission.

#### 2.3 Ambassadorship:

Emeritus board members represent the school as ambassadors within the community, advocating for its mission, values, and initiatives.

## 2.4 Strategic Planning:

Emeritus board members contribute to strategic planning efforts, offering perspectives and recommendations on long-term goals and objectives.

## Section 3: Responsibilities

### 3.1 Attendance at Board Meetings:

While not required, emeritus board members are encouraged to attend board meetings periodically to stay informed about the school's activities and to offer input when appropriate.

### 3.2 Guidance Provision:

Emeritus board members are expected to be available to provide guidance and advice to the current board and school leadership.

### 3.3. Confidentiality Maintenance:

1. Emeritus board members are obligated to maintain the confidentiality of sensitive information discussed during board meetings and any other privileged communications related to the school.
2. Emeritus board members may be invited to participate in closed-session board conversations if their expertise is deemed beneficial. Their participation must be approved by a majority vote of the Board of Directors during an open meeting or via written resolution. Approved emeritus members can provide insights and advice but will not have official voting rights. They must adhere to confidentiality standards. The decision and vote results will be documented in meeting minutes. This subsection may be amended as needed, with changes requiring board approval.

**Commented [1]:** This could be expanded to include participation in closed session, if voted by the board prior to entering into closed session.

### 3.4 Support for Fundraising Efforts:

Emeritus board members are expected to support the school's fundraising efforts by making personal contributions, leveraging their networks, and advocating for financial support from external stakeholders.

### 3.5 Participation in Special Projects:

Emeritus board members may be invited to participate in special projects or committees related to their areas of expertise, when feasible and appropriate.

#### 3.6 Promotion of the School's Mission:

Emeritus board members should actively promote the mission, vision, and values of the school in their interactions with the broader community.

### **Section 4: Transition to Emeritus Status**

#### 4.1 Criteria for Transition:

The transition to emeritus status is based on factors such as length of service (a minimum of one full term), contributions to the school, and a commitment to its mission and values.

#### 4.2 Nomination Process:

Nominations for emeritus status may be initiated by the Board of Directors or by current emeritus members. Nominations will be reviewed and approved by a majority vote of the active board members.

#### 4.3 Term Limits:

There are no term limits for emeritus board members. However, emeritus status may be revoked by the Board of Directors if an individual fails to fulfill their responsibilities or acts in a manner inconsistent with the school's values.