



## TLS Board Meeting Notes 2.23.21

Meeting called to order by Board Chair, Lennel Hunter at 6:00pm

### OPENING ITEMS COMPLETED

- Welcome/Call to Order
  - TLS Members Present: Kimberly Townsend, Lennel Hunter, Crystal Ulett, Kevie Hendrix
  - Board Members Absent: Reagan Johnson
  - Public guest: Russell Kirk-Atlas Board Chair
  - Shareen Williams: EducationBoardPartners-Presenter for the evening
- Roll Call/Record Guests-Interim Board Secretary, Sherita Love
- Ground in mission statement -Board Chair, Lennel Hunter  
*The Leadership School exists to grow our students' leadership capacity through earnest engagement in an academically rigorous, culturally relevant, and relationship-oriented environment.*
- Public Comment-none

### ACTION ITEMS COMPLETED

- Approve minutes from January 2021 meeting-motion made by C. Ulett and minutes approved by board members present
- Approval of Lottery Policy and Enrollment Policy-motion made by Kevie Hendrix and approved by board members present

### INFORMATION ITEMS REVIEWED

1. **10 min:** Introduce Shereen Williams from Education Board Partners
2. **10 min:** Formation of Board Committees-The following board & community members agreed to the following committees with a goal of meeting twice in March 2021;
  - Governance: Crystal Ulett, Reagan Johnson, Sherita Love
  - Facilities + Finance: Will Werner, Kevie Hendrix ,Kimberly Townsend, Aaron Williams(community volunteer), Lennel Hunter
  - School Performance: Sherita Love
3. **5 min:** TLS submission timeline\_EpiCenter-update given by board chair Lennel Hunter  
Pre opening and Year 1 submissions.xlsx-update given by board chair Lennel Hunter
4. **5 min:** Using our TLS Shared Google Drive-Kim Townsend and Will Werner gave updates and instructions to ensure the board is checking drive for docs and updates on a regular basis as well as ensuring board committee drop their updates/docs there.

### ANTICIPATED ACTION

- Discussion: Keview invited discussion around compliance and ways that the board can track and be sure we remain compliant with the needs of the state/sponsor. Kim, Will and

Lennel supported understanding around ways we will remain clear and consistent in communication and compliance.

## **EXECUTIVE DIRECTOR REPORT GIVEN BY KIM TOWNSEND**

### **1. Student Enrollment-**

- Set open enrollment to close for four weeks intentionally to get families to sign up.
- Total of 17 to apply. Offers will be extended to begin the enrollment process for the 17 families.
- Next enrollment period is from 2/22/21-3/28/21.
- We are below where we need to be.
- We must ensure we meet our recruitment goals
- Will approach the anticipated actions below to meet enrollment goals

### **2. Faculty + Staff Recruitment-**

- In the process of hiring an instructional coach
- Will follow up with the board about an offer once applicants are narrowed down.

### **3. Community Engagement-**

- Provider meetings and presentations are happening with community partners
- Doing diligence around connecting and growing relationships with elected officials
- Lennel gave an update on an upcoming meeting with the Normandy Schools Collaborative with a goal of remaining transparent and moving forward with potential partnership

### **ANTICIPATED ACTION ON STUDENT ENROLLMENT**

- Kim Townsend is committing to targeting more of her time as the ED to shift to enrollment to ensure we are meeting our targets
- Open House scheduled for March 9th
- Will use targeted mailers
- Canvassing with at least 20 people
- Call to action for the board to support canvassing the weekend ahead of the open house
- Kim has several media opportunities plan to publicise and boost enrollment/engagement
- Kim will be sending weekly reports to the board and funders on enrollment

### **MOVED TO CLOSED BOARD MEETING**

- Roll call vote to move to a closed session to discuss facility options will be discussed pursuant to RSMo. 610.021.2, which states: Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore.
- Vote Made by Sherita Love to move to closed session and approved by board.
- Open Meeting Session Adjourned at 7:10pm.

### **ADJOURNMENT**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:48pm.

#### **Prepared by:**

Sherita Love

NAME

2/23/2021

Date