



## Graduation Requirements and Other Details

### Attendance

We adhere to a strict attendance policy for your benefit. The overnight Opening Session Retreat on September 19-20, 2019 is **mandatory**. If you must miss a session, we allow for only one absence during the program year. **Being more than one hour late or leaving a session early is considered an absence for that entire day.**

In addition to our attendance policy, each class member is required to accumulate **150 points** through various outside-the-classroom activities and attending local meetings. These activities are required to give class members a broader perspective of local issues. Points cannot be accumulated doing a job-related function.

**To accumulate 150 points, each participant must complete:**

1. **Leadership Interview (20 Points) – Required**  
Interview someone you view as a leader in the community. You will need to provide a one-page summary of the interview. This summary is due to Jessica Kirk, Leadership Owensboro Executive Director no later than April 17, 2020.
2. **Leadership Goals (20 Points) – Required**  
You will need to provide a list of your leadership goals and incorporate how the Leadership Owensboro class has influenced your goals for the future. This activity should be completed between March and April and is due to Jessica Kirk, Leadership Owensboro Executive Director on April 17, 2020.
3. **Owensboro Police Department Ride Along Program (20 Points) – Required**  
You must provide a copy of the completed application along with documentation verifying that you participated in the program.
4. **Attendance or Participation** in any of the following:
  - a. **Chamber Rooster Booster Meetings (5 points each)**  
The Chamber Rooster Booster Breakfast is typically held on the first Thursday of each month at 7:30 am at the Owensboro Convention Center. Reservations should be made to the Chamber the day before and you will be required to sign the Leadership Owensboro check-in sheet. You are not able to earn points for the September Rooster Booster meeting because attendance is required.

**b. City/County Meetings (10 points each)**

You will need to attend these meetings and provide a copy of the agenda to Jessica Kirk, Leadership Owensboro Executive Director to accumulate points. It is highly encouraged to begin attending meetings early in the class process, as all points must be accumulated by April 17, 2020.

- i. Owensboro City Commission Meetings
- ii. Daviess County Fiscal Court Meetings
- iii. Daviess County Board of Education Public Meetings
- iv. Owensboro City Board of Education Public Meetings
- v. Owensboro Metropolitan Planning Commission Public Meetings
- vi. Chamber Sponsored Legislative Forums – These meetings traditionally occur in February and March on Saturday mornings and feature local legislators discussing the Kentucky General Assembly
- vii. Farm City Breakfast – Traditionally occurs in February

*Note: These are the only meetings that will count toward the program's points. Your participation in other community activities (church, Cub Scouts, school organizations, etc.) cannot be substituted in place of the above meetings.*

*Keeping up with points accumulated is the responsibility of each participant in the program. All point totals and supporting documentation are due April 17, 2020.*

**5. Group Project**

Later this fall, the class will discuss a project and will work together throughout the year to present an issue and a resolution to a community challenge. The class will be responsible for implementing their project.

**Other Things to Note:**

1. Dress – Most sessions are business professional. Each month, the suggested attire will be indicated with the distribution of the agenda.
2. Phone and tablet use – Cell phones, iPads and/or other electronic devices are not to be turned on during the sessions. The agenda will offer breaks and personal time for your use in checking messages and phone calls.
3. As food will be provided on full class days, please inform Jessica Kirk if you will need special accommodations.