The Ewing Marion Kauffman Foundation is partnering with Relay Graduate School of Education (Relay GSE) to send 10 assistant principals, principals, and principal managers to the National Principal Academy Fellowship (NPAF) and to develop a school leadership cohort that collaborates across sectors in Kansas City.

Relay GSE’s school leadership program aims to transform schools with a best-in-class, job-embedded and practice-based instructional leadership program that empowers school leaders and principal managers. Strong and effective school leadership creates the foundation and pathway to better support and drive teacher success, and, ultimately, student growth and achievement.

**Qualifications:**
- Assistant principals, principals or principal manager/assistant superintendent/executive director
- Work in a school or district with a student population exceeding 40 percent free and reduced lunch
- Work in a school in one of the following counties: Cass, Clay, Jackson, Platte (Missouri), Johnson, Wyandotte (Kansas)

**Candidate Profile:**
- Willingness to learn, grow, and accept feedback
- Evidence of improving student achievement (can be at classroom, team, or school level)
- Managed by a supervisor who is committed and supportive
- Evidence that they will prioritize learnings from the program (student culture, instruction and data) and put in extra time

**Cost:**
- Total program costs are $20,000 per participant
- Relay GSE covers $2,000 of the program per participant
- Kauffman Foundation will grant a $20,000 award per selected participant to each district (the remaining $18,000 per participant + a $2,000 travel stipend)
- Districts who have selected participants are responsible for paying the tuition and travel to the program

**Application Deadline: February 7, 2020.**
- Application Form
- Manager Recommendation Form
Program Commitment

Program:

- 2 weeks of Summer Intensive in Denver: June (specific dates TBD)
- 4 three-day weekend intersessions (different states, specific dates TBD):
  - October
  - December
  - February
  - May
- 4 Dinner & Development professional development sessions in Kansas City:
  - September 9, 2020
  - November 11, 2020
  - January 27, 2021
  - April 14, 2021

Expectations for KCLC:

- 100% attendance at NPAF intersessions
- Attend all quarterly KC Leadership Cohort meetings
- Submit all assignments to Relay GSE on time
- Maintain a passing GPA
- Provide quarterly transcript updates to EMKF with GPA
- Implement the skills and systems you are learning; practice is ongoing and not just for assignments

Expectations for EMKF:

- Support cohort members by facilitating quarterly meetings
- Provide connections for participants to achieve success inside and outside the cohort
- Communicate with Relay GSE and participants managers to support high-quality completion of the program

Expectations for Supervisors of KCLC members:

- Check in with participants on the progress of the program
- Attend September or December Dinner & Development session
- Co-observe with participants to see progress and provide feedback
- Communicate with EMKF about program participation, progress, and GPA of leaders
### Kansas City Leadership Cohort Selection Process

<table>
<thead>
<tr>
<th>Step</th>
<th>Deadline</th>
<th>Details</th>
<th>Lead Actor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internally assess leaders. Invite the leaders to apply and communicate the deadlines and qualifications with the qualifying leaders.</td>
<td>11/30/19</td>
<td>See Qualifications section to help determine who should represent the district.</td>
<td>Superintendent</td>
</tr>
<tr>
<td>Communicate number of leaders that you are moving to the application stage.</td>
<td>12/20/19</td>
<td>Email Jacqueline Erickson Russell with the number of leaders who are going to apply. Share: name, school, position. Email: <a href="mailto:jericksonrussell@kauffman.org">jericksonrussell@kauffman.org</a></td>
<td>Superintendent</td>
</tr>
<tr>
<td>District-recommended leaders submit application.</td>
<td>1/30/20</td>
<td>See Application section for specific requirements. Application includes: Resume, leadership questions, signed manager commitment statement. Email: <a href="mailto:jericksonrussell@kauffman.org">jericksonrussell@kauffman.org</a></td>
<td>District-recommended Principals and Principal Managers</td>
</tr>
<tr>
<td>Panel reviews applications.</td>
<td>2/10/19</td>
<td></td>
<td>Panelists</td>
</tr>
<tr>
<td>Applicants and districts are notified of decisions.</td>
<td>2/13/19</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Schools apply to Kauffman Foundation for grant to send leaders.</td>
<td>3/5/19</td>
<td></td>
<td>District representative/grant writer</td>
</tr>
<tr>
<td>Districts sign MOU with Relay GSE.</td>
<td>3/18/19</td>
<td></td>
<td>District representative</td>
</tr>
<tr>
<td>Kauffman Foundation grants money to school.</td>
<td>4/1/19</td>
<td></td>
<td>Kauffman Foundation</td>
</tr>
<tr>
<td>Selected principals and principal managers complete application and registration.</td>
<td>5/1/19</td>
<td></td>
<td>Leaders selected by the panel</td>
</tr>
<tr>
<td>Schools pay tuition invoice to Relay GSE.</td>
<td>5/1/19</td>
<td></td>
<td>District representative</td>
</tr>
</tbody>
</table>