



2019-2020 Attendance Policy

By signing this document, Leadership Sioux Center applicants are agreeing to adhere to the terms of the policy. Failure to comply with attendance requirements may prevent participants from graduating and/or forfeiture of tuition.

Attendance of Leadership Sioux Center affects each participant; in order for all participants to get the full experience, it's critical that everyone makes attendance a priority.

- Leadership Sioux Center participants are expected to attend all eight sessions in their entirety.
- Please review the program schedule, and compare it to your personal, business, and board calendars to ensure that you have blocked off days when Leadership Sioux Center sessions are scheduled. Please also share your Leadership Sioux Center schedule with others in your office or within your family that may be affected by your attendance to each session.
- Absences from the program sessions are allowed only in extreme cases, such as illness or family emergency. If you feel you have a situation that warrants an absence, you must notify Barb Den Herder (barbdh@siouxcenterchamber.com, 712 722-3457, or 712 441-4964) at least 24 hours prior to the start of the session. More than one session absence for any reason is grounds for dismissal from the program. If you must miss a portion of one session, that will count as missing an entire session.
- Out of respect for our presenters and the other participants around you, cell phones and any wireless communication devices must be turned off during the sessions. We will schedule breaks throughout the sessions where you can use your electronic devices to communicate with family or coworkers, and we will do our best to communicate the timing of the breaks ahead of time so that you can schedule your communication accordingly.

I have read and understand the rules stated in the Leadership Sioux Center Attendance Policy. I understand that failure to comply with these rules could result in my dismissal from the program, and that my dismissal will be communicated to my employer. No refunds will be granted for participants that have been dismissed from the program.

Applicant Signature

Date

Employer or Supervisor Signature

Date

**Please return to Barb Den Herder by email at barbdh@siouxcenterchamber.com or by mail to:
Sioux Center Chamber of Commerce
303 N Main
Sioux Center, IA 51250**