

Dallas Community School Board Minutes

Date: February 16, 2017
Location: Dallas Community School
Facilitator: Shanna Ruyle, Acting President
Secretary: Becki Gann, Secretary

Present

Scott Burwash, Treasurer
Aaron Kumnick, Board Member
Teresa Crossley, Board Member
Bill Conlon, DCS Director (by telephone)

Absent

Alison Johnson

1. Call to order at 7:04 pm
2. **Public Comment**
 - None
3. **Consent agenda: approve minutes, accept financials, accept dashboard**
 - Aaron motion to approve. Scott seconds. Motion carries with unanimous vote.
4. **Board Recruitment Committee (BRC)**
 - a. **BRC update/recommendation**
 - The BRC includes Shanna, Alison, Bill, and Becki.
 - The Board received seven applications for membership. Each applicant was invited to meet with the BRC; five responded.
 - Only two of the applicants have current DCS students. When it was communicated that only founding board members receive priority in the school lottery and a waiver is unlikely, three of the applicants rescinded their applications.
 - As a result, the BRC recommends Vickie Nutt and Holly Watkins. The BRC further suggests we stagger membership to avoid multiple vacant seats, approving one person now and another in three months.
 - It was not discussed if any candidate is interested in the presidency.
 - b. **Discussion and possible action of new member(s)**
 - Scott nominates Holly Watkins and Vickie Nutt as prospective board members. Becki seconds. Motion carries with unanimous vote.
5. **Board Transition**
 - a. **Discussion on candidates for president/vice president**
 - Teresa indicates interest as vice president. Scott nominates Teresa Crossley as vice president. Aaron seconds. Motion carries with unanimous vote. Congratulations, Teresa!
 - Bill will set up an account with OSBA for Teresa to receive her training.

b. Discussion on adding new leadership to bank accounts and timeline

- Scott motions adding Teresa Crossley to the checking and savings accounts at Columbia Bank. Teresa seconds. Motion carries with unanimous vote.
- Scott motions removing Shanna Ruyle from the checking and savings accounts at Columbia Bank. Teresa seconds. Motion carries with unanimous vote.
- Scott motions adding Teresa Crossley to the money market, checking and savings accounts at Oregon State Credit Union. Teresa seconds. Motion carries with unanimous vote.
- Scott motions removing Shanna Ruyle from the money market, checking and savings accounts at Oregon State Credit Union. Teresa seconds. Motion carries with unanimous vote.
- Scott motions adding Teresa Crossley and Bill Conlon to the Wells Fargo saving accounts created for secured business cards. Teresa seconds. Motion carries with unanimous vote.

c. Discussion on future director

- To retain Bill as School Director for an additional two years without affecting PERS requires a contract through a third party. Our contract with the District states that we may contract with the School Director only. The District also voiced their support of this option.
- Mark Hazelton serves Kings Valley Charter with such services. In the interest of transparency, we will research three other business who provide similar services and compare costs.
- If we cannot contract with Bill by March or April 2017, we should initiate a search committee for a new director.
- Aaron motions to pursue the option to contract Bill through a third party after the comparison of three vendors. Scott seconds. Motion carries with unanimous vote.
- Scott motions to start planning a search for a director if no contract is executed by March 16. Aaron seconds. Motion carries with unanimous vote.

6. Director Update

a. Testing

- DCS started state assessments last week and are almost finished testing the twice-a-week students. The homeschool-only students and students throughout Salem and Lebanon will be scheduled next.
- The District requires a 95% participation rate. Last year, we achieved 58%. While a number of students opted out this year and not all families have decided yet, we should hopefully increase our numbers with the expectation that, each year, the participation rate will improve.
- As an incentive, students who participate in testing can enter a drawing for local family fun events.

b. Let's Go Learn (LGL)

- LGL is a prescriptive software designed to supplement student assessment results. DCS teachers recently completed LGL training, and the program will be piloted this year. Based on responses from participants, the software may be purchased and offered in the next school year.

7. Facilities Committee Update

- Polk Street Station has potential as a future site. There are two buildings. It would be a big investment, but much of infrastructure already exists. One possibility is that this becomes a CIP facility which DCS rents. However, we would need to raise funds and develop community partners to maintain the buildings. Aaron designed a possible lay-out of the property for consideration.
- At this time, there are no facilities within Dallas that would facilitate a move-in solution. A few small sites are ready, but only for office space not school functions.
- Area churches may share or lease space but disadvantages include spaces that are limited in capacity or may require an investment to meet safety standards. The removal and replacement of non-secular signage is also a possibility.
- Bill met with our current landlord, who commented that he will not kick us out. In fact, he prefers us not to move. Bill will schedule another meeting to gather information on the prospect of a new long term lease.

8. Board Retreat Discussion

- The purpose of a board retreat is to review and amend, as needed, the DCS/CIP Strategic Plan and School Philosophy, and to prioritize our goals.
- Aaron suggests the next retreat should occur at least one month after new board members are installed, maybe after Spring Break.
- Shanna offers to facilitate the retreat as a neutral third party.
- Tabled until next month.

9. Policy Discussion

a. Discussion on Inclement Weather (IW)

- Alison wrote the IW policy. If it cannot be located, Bill will write a new policy and submit it to the Board for approval. The current DSD2 policy is very vague. DCS requires specific language in our policy that states students at home are considered in attendance.

b. Discussion on Tracks

- Bill and Scott created a Tracks model on Basecamp with a framework for staff to fill. When Tracks is implemented, allotments could be affected based on student services and curriculum costs.
- Tabled for future discussion.

c. Discussion on policy committee progress and priorities for additional policies

- Tabled until Alison, Holly, and Vickie can contribute.

10. Basecamp

- Bill will follow up with Wendy about the costs associated with the continued use of Basecamp as a project management tool.
- Tabled until next month.

11. Governance

- No known issues at this time.

12. Secured business credit card

- Before finalizing our application, Wells Fargo requires that we submit the corrected Secretary of State filing. At this time, we have a placeholder. Most of the application is complete.

13. Discussion on under-served populations in our lottery process

- In the March 2016 Minutes, the Board discussed how to better serving historically at-risk and under-served students. We should pursue this.
- Tabled until strategic planning.

14. Adjourned at 8:47 pm. Next board meeting will be on March 16, 2017 at 7:00 pm.