

**Meeting:** Community Innovation Partners, General Meeting

**Date:** March 17, 2016, 6:45 p.m.

**Location:** Dallas Community School

**Facilitator:** Wendy Sparks, President

**Secretary:** Scott Burwash, Secretary

**In attendance:** Shanna Ruyle, Vice President  
Erin Miller, Treasurer  
Amy Dent Beebe, Board Member  
Lori Hedlund, Board Member  
Alison Johnson, Board Member  
Aaron Kumnick, Board Member

Absent:  
Dennis Schultz, Director of Dallas Community School

Guests:  
Michael Finley, Observer

**1. Call to order**

- a. The meeting was called to order at 6:48 p.m.

**2. Approve February Minutes**

Treasurer Miller motioned to approve the minutes and Board Member Johnson seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried.

**3. Additional agenda items**

- a. n/a

**4. Public Comment**

- a. Michael Finley complimented our efforts to date and expressed an interest in knowing more about the operation.

**5. Consent Calendar**

- a. n/a

## **Community Innovation Partners Business**

*In an effort to avoid the impression or actual commingling of activities, actions, and/or funds between Dallas Community School and Community Innovation Partners (the school's sponsoring entity) the general meeting minutes going forward will reflect the distinct actions pertaining to CIP and DCS.*

### **6. Facility Committee Report**

- a. There is an ongoing effort to improve the current DCS site and seek out additional or replacement site(s). The conversation focused on available alternatives and the estimated costs associated with relocating. Board Member Kumnick has acquired an architect (pro bono) to examine one alternative site. Pending the outcome of the initial architectural review and information obtained from the City of Dallas a formal proposal (feasibility study) would be developed.
- b. Reviewed initial draft of alternative facility floor plan.
- c. President Sparks motioned to authorize a proposal to the City of Dallas and draft a feasibility study toward the acquisition of the primary alternative site. Board Member Kumnick seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried.

### **7. Upcoming changes to the Board of Directors**

- a. Secretary Burwash's term expires on April 30, 2016. He will not seek reappointment to the Board of Directors, neither as Secretary, nor Member-at-large. He intends to redirect his time and efforts in other capacities within the DCS community. Board Member Kumnick has expressed interest in assuming the role of Secretary.
- b. Secretary Burwash's absence will create a second vacancy of the 9-member board prescribed in the bylaws. President Sparks spoke to filling these vacancies with knowledgeable and interested parties. A general discussion of potentials followed. A soft goal was established to fill the vacancies by the end of August.
- c. Expiration of current board:

#### Officers

Wendy Sparks, President	January 2017
Shanna Ruyle, Vice President	February 2017
Erin Miller, Treasurer	January 2017
Scott Burwash, Secretary	April 2016

#### Members-at-large

Amy Dent Beebe, Board Member	December 2016
Lori Hedlund, Board Member	May 2017
Alison Johnson, Board Member	December 2016
Aaron Kumnick, Board Member	December 2017

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**Dallas Community School Business**

**8. Dallas Community School Reports and Discussion**

- a. Enrichment
  - i. Vice President Ruyle highlighted the transitional efforts with staff to assume the management of the major enrichment program elements (e.g., outreach, scheduling, communication). The 16-17 school year will see an enrichment program driven fully by DCS staff.
- b. Enrollment
  - i. 125 students enrolled with 33 in the applicant pool.
- c. Facility
  - i. Conversation focused on the general estimated costs and immediate needs associated with improving the DCS site. No specific action items.
- d. Fiscal (See Treasurer’s Report)
- e. Resolution
  - i. n/a
- f. Technologies
  - i. n/a

**9. Dallas Community School Director’s Report**

- a. In Director Schultz’s absence, President Sparks highlighted some items from the monthly report (circulated via email to the Board prior to the meeting). Further general discussion on various elements ensued.

**10. Treasurer’s Report**

- a. Previous Month’s Financial Snapshot:

February 2016 Budget/Actual	Balance-On-Hand
\$47,462.05/\$44,302.41	<b>\$231,036.24</b>
YTD Budget/Actual	
\$452,394,93/\$359,042.74	

**11. Strategic Planning**

- a. All draft documents are in Google Drive and a work group session is schedule for March 19.

**12. Program Manager position description**

- a. The draft description is in Google Drive for review. The intent is to hire a Program Manager with a start date in late June before administrative staff depart for the

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summer. Once oriented, they will begin work on the fall programming to be put out to families in August. An additional primary responsibility will be to oversee communications between DCS and its community.

**13. Action: Lottery Weighting**

- a. Pursuant to ORS 338.125, discussion and possible action on weighting enrollment lottery to favor historically underserved students.
- b. Secretary Burwash motioned to investigate the impacts modifying the Dallas Community School lottery process for the 2017-2018 school year to adopt ORS 338.125(c) which provides for a weighted lottery favoring a yet undetermined percentage of underserved students. Treasurer Miller seconded the motion (specific procedural elements will be defined at a later date). All those present voiced an 'aye' vote to approve and the motion carried.
- c. A supplemental survey to DCS families seeking anonymous demographics in support of the spirit of ORS 338.125(c) will need to be drafted and sent prior to determining what percentage to weight the lottery.

The meeting adjourned at 8:17 p.m.

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