

Community Innovation Partners/Dallas Community School Board Minutes

Date: April 20, 2017
Location: 111 E. Ash Street
Facilitator: Teresa Crossley, Vice President
Secretary: Becki Gann, Secretary

Present

Scott Burwash, Treasurer
Aaron Kumnick, Board Member
Vickie Nutt, Board Member
Holly Watkins, Board Member

Staff

Bill Conlon, DCS Director
Shayla Ordonez, Education Guide

Other

Kimberely Kumnick

1. **Call to order at 7:03 pm**
2. **Public Comment**
 - None.
3. **Consent agenda: approve minutes, accept financials, accept dashboard**
 - Teresa moves to accept as emailed. Aaron seconds. Motion carries with unanimous vote.
4. **Director's Report**
 - a. **Discussion and Vote on DCS paying for finger printing of Enrichment Teachers**
 - Teresa moves for DCS to fund the cost of finger-printing of one off-site instructor per enrichment per term. Assistant instructors would not require finger-printing if the primary instructor is finger-printed and present during instruction. Aaron seconds. Motion carries with unanimous vote.
 - b. **Discussion and Vote on joining Chamber of Commerce**
 - Shayla and Bill met with officials at the Dallas Area Chamber of Commerce (DACC) to discuss membership. The cost of an annual Executive Membership is \$495. This achieves a primary goal of our strategic plan which is greater visibility and potential to nurture community partnerships. Other benefits include an online business card in the DACC directory, three months advertising, and use of the Chamber's Conference Room.
 - Teresa motions to join DACC, pending funding. Holly seconds. Motion carries with unanimous vote.
 - This discussion will be revisited.
 - c. **Discussion on change to allotment dollars for 2017-2018 school year**
 - Bill distributes his initial draft of the "Proposed Allotment Funds by Grade Level 2017-2018" to the Board. The Proposal includes allotment distributions by grade and a three-tier tracking system.
 - The Board accepts Bill's proposal with one exception: Raise the cost of overnight and/or high expense field trips to \$25 per student.

- This discussion will be revisited.

d. Discussion Washington DC trip

- Every year, Close-up Washington DC offers middle school students an opportunity to visit the nation's capitol in the spring. In addition to tours, the student's flight and hotel accommodations are included. Fund-raising would be needed. If offered, Shayla suggests incorporating this as part of a year-long study. Shayla will investigate how area schools proceed and report back to the Board.

e. Discussion on staffing for 2017-2018 school year

- In addition to current staff, we must plan for the possible positions of one guide, a new program director, and an assistant for Andrea.

5. Discussion on Director Position for 2017-2018

- Scott was tasked with contacting different staffing agencies and cost-comparing. Scott contacted about five agencies. Proposed costs ranged from 35% to 65% salary mark-up. In the end, PETIT Staffing, an independently-owned staffing agency out of Salem, offered the most services for the least cost.

ENTER INTO EXECUTIVE SESSION at 8:17 pm

RETURN TO OPEN SESSION at 8:31 pm

- Scott moves to retain Bill Conlon as director at his proposed annual salary of \$77,400.00 and pursue a third party vendor contract with PETIT Staffing of Salem, Oregon, contingent upon Dallas School District oversight and approval.

6. Board Transition

a. Discussion on candidates for Board President

- There are no nominees at this time.

b. Discussion on Alison Johnson's resignation

- Alison Johnson recently submitted her resignation as a Board Member due to family issues, however she hinted that she may return after a leave of absence. As a result, the Board agrees not to accept Alison's resignation until we receive clarification.

7. Board Retreat Discussion

Tabled until next month.

8. Discussion on re-defining and adding Committees

- Vickie will chair the DCS Hiring Committee. This includes hiring new staff and renegotiating contracts for current staff.
- Scott and Becki will co-chair the CIP Fund-raising Committee. Scott's focus will be on grant-writing.
- Holly will chair the CIP Community Outreach Committee. Teresa will help.
- Aaron will chair the High School Committee.
- Guide can help involve parents with the different committees.
- Further discussion can be moved to Basecamp.

9. Facilities Committee Update

- Aaron reports that, at this time, we cannot enter into a contract with a new facility in time for the upcoming school year and suggest we renew the lease at our current location to ensure we have a facility. The proposed renewal, however, must include a viable exit clause in the event a new facility, which better supports the needs of DCS, can be obtained in the interim.
- The search for additional facilities for the enrichment and middle school programs will continue.
- We must focus on retaining rental properties until CIP can fund-raise enough to support a new building purchase.

10. Policy discussion

- There are no policies to discuss at this time.

11. Governance

- There are no known outstanding issues to investigate or resolve at this time.

12. New business

- Bill provides five copies of the new pamphlets to promote DCS to the Board with the challenge to distribute them throughout the community.

13. Adjourned at 9:02 pm. Next board meeting will be on May 18, 2017 at 7:00 pm.