

**Community Innovation Partners/Dallas Community School
Board Minutes**

Date: July 21, 2017
Location: 788 Birch Street, Dallas, Oregon
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

Public

Kimberely Kumnick

1. **Called to order at 7:02 pm**
2. **Public Comments**
None.
3. **Discuss and approve agenda and minutes**
Teresa motions to approve minutes as emailed. Aaron seconds. Motion carries with unanimous vote.
4. **Director's Report**
 - a. **DCS Family Survey**
Vickie and Bill developed the survey questions. Of the 78 surveys sent, 53 returned for a 67.9% completion rate.

Bill distributes copies of the survey results to the Board and displays them using a Powerpoint presentation.

Overall satisfaction levels were rated high, although that was not consistently reflected in the comments portion of each section. One approach recommended is that Board and Staff assess our current services and priorities and compare them with the satisfaction levels of families; this will help determine our future actions.

Why were core class ratings low? Morning programs should group students by ability level, not grade level. Staff must also increase the flow of communication with families. Bill suggests Staff review and revise curriculum as needed and hold weekly teacher planning meetings.

What training does Staff require to implement the vision and model of the school? Teresa suggests encouraging Staff to read, "Loving Learning," by Tom Little and Katherine Ellison; this text mirrors much of the school's initial vision and model.

What improvements does the Director foresee for the upcoming School Year? Bill's ideas include the following: Increase communication to families via the new communication

coordinator; Guides will bring a communication sheet to family meetings to remind parents of upcoming scholastic benchmarks and events; to implement revisions to both the school newsletter and website; to create an electronic school calendar for immediate access by families; and for morning classes to post bi-weekly reports and weekly plans to families affected. Enrichments could also include a trial of Friday workshops.

Guide Leadership Roles: Staff feel isolated and request more in-service training. Opportunities for parent participation should also be developed to encourage involvement and assist with teaching. Shayla and Dawn will head Staff Leadership. Cheri will develop a technical plan and implementation guide. Julie will develop an assessment plan and a list of materials with practice opportunities for students not participating in the Core Program.

How can we improve field trips for participating families? Field trips should be more social. When activities outside of the school are planned, they should not be self-guided tours. We need more community. Monica is sending a survey on field trips and enrichments to gather additional information from families on their needs.

Should the cost of field trips be restructured in order to offer more variety? Tabled for a future meeting.

How can we improve the handling of Personal Learning Plans (PLP)? The foremost concern with PLPs is that Guides do not utilize them during family meetings. A student's PLP is a core element to our school model. A PLP for each student should be reviewed at family meetings and should include allotment usage. Because not all families have physical copies of their PLPS, making them available electronically will also assist in closing the communication gap between families and their guides.

Can we generate more classes outside of Dallas? Several comments from Salem-based families included concerns about the lack of educational opportunities offered in their area.

While increasing opportunities for enrichment classes in Salem is possible, the Salem-based student body cannot expect the school to move to accommodate this request. If we were a brick-and-mortar school, this would not be up for discussion. Instead, Salem families would request an out-of-district transfer from Salem to Dallas or remain in-district.

If 50% of our student base is in Salem, maybe the Salem School District is interested in a charter school? Perhaps a future goal of CIP is as a charter-starter?

More opportunities for enrichments in Salem should be generated, but we should not shift our focus from Dallas to Salem.

Final thoughts? Consider a mid-year survey to gauge progress, have guides administer surveys on specific programs, and develop specific "track" groups to aid in improvements.

5. Treasurer's Report

While June is over-budget, the school finances are under-budget for the year. Carry-over is more than anticipated and money ear-marked for charter schools is expected.

Bill is comfortable with our current budget and will bring future changes to the Board if additional funding is required from the reserve.

Scott moves to deposit into the Money Market account the full estimated carry-over plus, when it arrives, the pending charter school-specific allotment from Dallas School District. Teresa seconds. Motion carries with unanimous vote.

6. Facility Report

a. Masonic (Jennings) Lodge

Bill provided photos of the building to the Board via a projected slide show. It is located directly behind the Washington Street Restaurant in Dallas. The previous tenant, a school, left for need of a larger space. An entryway leading to a large classroom has a separate kitchen, and kitchen access includes a commercial stove. The facility may need upgrading to meet District and insurance requirements, but there is lockable storage available and one of the two bathrooms are ADA-accessible. The building, otherwise, is used only twice monthly for meetings in the evenings by its members. The space available for our use is over 1,200 square feet with ample, on-site parking at a monthly cost of \$600 maximum. No contract is required, and the expense is already allocated in our budget.

b. Old Ace Hardware

This building is for available for purchase at \$139,000. It is located downtown on Jefferson. While the site is huge, it is in a state of serious disrepair with lead-based paint and possible asbestos. In addition to the first floor space, an upstairs area can potentially allow for 12 classrooms. Parking will be competitive due to location. Although we cannot secure a mortgage yet, funds might be gathered through grants available to non-profits and fund-raising; this, however, requires an investment of time and effort.

7. Community Outreach Report

The mechanics class was canceled due to lack of interest. As more classes become available, a community website with a calendar of events may increase participation.

8. Fund-raising Report

On hold.

9. Discuss Strategic Plan for DCS/CIP

When the correct version of the strategic plan document is located, the Board may elect to move our initial discussions to Basecamp or the Drive before bringing it to a meeting. Tabled for a future meeting.

10. Board Training

Board Training is tentatively scheduled on September 27 to start at no later than 6 pm and run no longer than 3 hours.

11. Adjourned at 9:14 pm. Next Board Meeting scheduled for August 17, 2017 at 7:00 pm.