

Community Innovation Partners Board Meeting Agenda

October 20, 2016

7:00 pm

Dallas Community School: 788 SW Birch, Dallas, Oregon

Mission Statement

Dallas Community School is an inclusive public charter school supporting collaborative, standards-based education in a flexible, non-traditional environment.

Vision

Dallas Community School will empower non-traditional learners with the knowledge, skills, and abilities to succeed in and contribute value to their community.

Date: October 20, 2016, 7:00 p.m.

Location: Dallas Community School

Facilitator: Wendy Sparks, President

Secretary: Aaron Kumnick, Secretary

In attendance: Shanna Ruyle, Vice President
Erin Miller, Treasurer
Alison Johnson, Board Member
Lori Hedlund, Board Member
Amy Dent Beebe, Board Member
Dennis Shultz, School Director

Board Members Absent:

Amy Dent Beebe, Board Member

Also in attendance:

Becky Gann

1. Call To Order 7:00
2. Lori Headlund submitted her resignation from the board for personal reasons to Wendy Sparks via email.
 - a. Wendy Sparks motion to approve Lori Headlund's resignation beginning at the commencement of this meeting, Erin Miller seconded the motion, All those present voiced an 'aye' vote to approve and the motion carried
3. Public Comment:
 - a. No public comment.

4. Consent agenda:
 - a. Approval of last month's minutes.
 - i. Discussion:
 1. None
 - b. Reclassification of two staff positions from salary to hourly
 - i. Discussion:
 1. Board did not receive the reclassification of the staff and could not approve that at this time.
 - c. Director's report which included: financial reports, enrollment report, dashboard report
 - i. Discussion:
 1. Next month the salaries need to be combined into a single number.
 2. Mileage was missing from this budget and needs to be included in the next budget.
 - d. Wendy Sparks motioned to approve all the consent agenda excluding the recassificaon of the two staff positions changing from salary to hourly. Allison Johnson seconded the motion, All those present voiced an 'aye' vote to approve and the motion carried
5. Shanna Ruyle motioned to move discussion on prospective board member earlier in the agenda. Erin Miller seconded the motion, All those present voiced an 'aye' vote to approve and the motion carried
 - a. After discussion, Wendy Sparks nominated Becky Gann as a prospective board member. Becky Gann accepted the nomination.
 - b. Wendy Sparks motioned to install Becky Gann as a functioning board member with a 2 year term. Erin Miller seconded the motion, All those present voiced an 'aye' vote to approve and the motion carried
6. Committee oral reports
 - a. Facility committee
 - i. Committee continues to look at potential properties. The focus will now shift to look at rental and lease properties, to allow us to get into a space and build credit over the next several years.
 - b. Finance committee
 - i. The board has directed Dennis Shultz to inquire with the two financial institutions where we bank, Columbia Bank and OSU Credit Union, for information and potentially apply for a secured credit card for school purchases.
7. Discussion and action agenda:
 - a. High School Update discussion and possible action
 - i. Discussion has been moved to November board meeting.
 - b. Strategic planning report and discussion

- i. Discussion has been moved to November board meeting.
 - c. Board recruitment
 - i. Alison is recruiting and the word is getting out that we are looking for new board members with a variety of abilities.
 - ii. Goal to families know that we are looking for board members with specific skills.
 - d. Discussion on prospective board member application and action on appointment (moved to earlier in the meeting)
 - e. Board training update discussion
 - i. All board members have begun the training and will need to have it complete by the next board meeting.
 - f. Discussion and possible action to adopt board/staff communications agreement
 - i. Shanna Ruyle moves to adopt the board/staff communications agreement as written, Wendy Sparks seconded the motion, All those present voiced an 'aye' vote to approve and the motion carried
 - g. Policy discussion and possible action:
 - i. Discussion:
 1. Complaint policy
 2. Use of allotment funds policy
 3. Photocopy policy
 4. Student handbook
 - a. Review of items required to be in handbook
 - b. Develop policy describing annual approval process
 5. Field trips: hosting and organization
 - a. Review applicable district policy
 - b. Develop appropriate policy if one does not exist.
 6. Field trips: no shows policy
 7. Credit card policy
 8. Staff overtime policy
 9. Behavior expectations policy
 - ii. Wendy Sparks motions to form a policy committee which would have a draft of the above policies by the next meeting. Lori Headlund seconded the motion, All those present voiced an 'aye' vote to approve and the motion carried.
 - h. Discussion on reporting program calendar to board of directors
 - i. Discussion on Vision and philosophy
 - i. Methods for evaluating/benchmarking programs to assess alignment to mission
8. Enter into closed session to discuss confidential human resources matter
9. Adjourn to Regular Session
10. Wendy Sparks motioned to adopt documents discussed at closed session. Lori Headlund seconded the motion, All those present voiced an 'aye' vote to approve and the motion carried.

11. Wendy Sparks motioned to authorize a closed session during November regular board meeting. Lori Headlund seconded the motion, All those present voiced an 'aye' vote to approve and the motion carried.
12. Meeting adjourned at: 8:55pm
13. Next Meeting
 - a. October 17, 2016 7:00PM