

Meeting: Community Innovation Partners, General Meeting

Date: April 21, 2016, 6:45 p.m.

Location: Dallas Community School

Facilitator: Wendy Sparks, President

Secretary: Scott Burwash, Secretary (Aaron Kumnick acting)

In attendance: Shanna Ruyle, Vice President
Erin Miller, Treasurer
Alison Johnson, Board Member
Aaron Kumnick, Board Member
Dennis Schultz, Director of Dallas Community School

Board Members Absent:
Scott Burwash, Secretary
Amy Dent Beebe, Board Member
Lori Hedlund, Board Member

Also in attendance:
Erin Meyer

1. Call to order

- a. The meeting was called to order at 6:45 p.m.

2. Approve Minutes

- a. Shanna Ruyle motioned to approve the minutes as written; and 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. Community Innovation Partners Business

- a. Facility Committee Report -
 - i. The Carnegie building is still on hold. The city has said that they will contact us when/if there is any change.
 - ii. In the time being the committee has been developing a list of potential properties that may work for CIP and DCS. Next step is to get a realtor involved to help the team narrow down the options.

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iii. The owner of the Birch St DCS building has presented an offer of \$200,000 to purchase the building. The committee is looking into the pros and cons of staying in place. Next steps are to see what changes could be made short/long term to make the building a more sustainable place for growth.

b. Action: Board of Directors appointments

i. Wendy Sparks motioned to Install Aaron Kumnick as Secretary to replace the very dedicated Scott Burwash; and Erin Miller seconded the motion. All those present (Shanna Ruyle, Erin Miller, Alison Johnson, Wendy Sparks) voiced an ‘aye’ vote to approve and the motion carried. Scott Burwash voted YES by proxy. Aaron Kumnick did not vote.

5. Dallas Community School Business

a. Directors Report

- i. Director Schultz highlighted some items from his monthly report which included:
1. Dashboard information shared, and data in reports below.
 2. Currently looking at 146 applicants for 2016-2017, in addition to the 33 on the waiting list.
 3. Assessments: 53% of the eligible students are taking the tests.
 4. Field trips coming up include: Fishing, Zoo Snooze and Aquatic Center.
 5. Enrichment classes are doing well this semester and kids are very engaged and having fun.
 6. State passed amendment OAR 581-022-0102 which focuses around instructional hours which will need to change next school year.
 7. Staff is working on collecting data to mould the AM program based on community needs.
 8. Staff will be attending the Aero Conference in early August.
 9. Applications close for the 2016-2017 school year on April 30th, and the lottery will be held on May 2nd.

b. Treasurer/Finance Committee Report

i. Previous Month’s Financial Snapshot:

March 2016 Budget/Actual	Balance-On-Hand
\$63,247.05/\$50,289.60	\$249,917.75
YTD Budget/Actual	

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\$581,498.01/\$425,691.15	
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- ii. Line items over budget include:
 - 1. Bank Fees (11.7%)
 - 2. Dues/Memberships (87.1%)
- iii. Line items under budget (more than \$5,000)
 - 1. Allotment Funds (-\$23,664.51 - funds families have not spent)
 - 2. Mileage Reimb (-\$7,638.24 - staff is getting caught up)
 - 3. Field Trips (-\$7,336.25 - Some field trips are coming up: Zoo Snooze, Family Camp out, Aquatic Center and possibly IFly for 7-8 graders.

c. Enrollment Report

- i. 125 students enrolled with 33 in the waiting list.

d. Enrichment Committee Report

- i. 80 students are participating in enrichment activities
- ii. Looking as possibilities for summer classes and programs (Bricks for Kids or Kicks for Kids)

e. Action: Approve Strategic Plan objectives.

- i. Aaron Kumnick motioned to approve the strategic plan and objectives as presented; and Shanna Ruyle seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried.

f. Action: Adopt Program Manager position description.

- i. Alison Johnson motioned to create the position and approve the description as submitted, and Erin Miller seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried.

g. Discussion on 2016-2017 staff contract

- i. It is the job of the board to approve all contracts.
- ii. Shanna Ruyle has volunteered to head up contract review for all contracted staff, and propose all changes to the board.
- iii. Contracts need to be approved by June board meeting (from here on out all contracts will be approved at the March board meeting).

h. Executive Session: Pursuant to ORS 192.660(2)(i), the Board will entered into executive session at 7:48 p.m.to review and evaluate the employment related performance of the chief executive officer of Dallas Community School. As well as an internal HR matter.

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i. Resume Open Session

- i. Open session resumed at 8:21 p.m.

j. Action: Consider contract renewal of DCS School Director.

- i. Aaron Kumnick motioned to approve the evaluation and development goals for Dennis Schultz as Director of Dallas Community School. Timelines for the goals will be entered into the agendas for the next year's Board meetings, and reviewed for completion. Wendy Sparks seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried. Scott Burwash and Amy Dent Beebe voted YES by proxy.
- ii. Scott B. moved the following. In an effort to improve the ability of the Board to complete the Director's annual performance appraisal each spring, Scott moves to have the executive board regularly monitor the progress and provide support, with a follow up session during the December board meeting. After Discussion Wendy motioned to table Scott motion until an alternate plan can be developed, Shanna seconded. All those present voiced an 'aye' vote to approve and the motion carried.
- iii. Wendy Sparks motioned to Offer Dennis contract as School Director for the 2016-2017 school year, contract details will be discussed at a future board meeting. And Alison Johnson seconded the motion. All those present (Shanna Ruyle, Erin Miller, Alison Johnson, Aaron Kumnick, Wendy Sparks) voiced an 'aye' vote to approve and the motion carried. Scott Burwash and Amy Dent Beebe and Lori Hedlund voted YES by proxy.

6. Next Meeting

- a.** May 19, 2016 at 6:45 p.m., at Dallas Community School.

The meeting adjourned at 8:48 p.m.

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