

# Community Innovation Partners Board Meeting Minutes

August 18, 2016

7:00 pm

Dallas Community School: 788 SW Birch, Dallas, Oregon

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## 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:** August 18, 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

## Board Members Absent:

### Also in attendance:

Teresa Crossley

i. Korena Lund

Miranda Long

2. Call to order
  - a. The meeting was called to order at 7:00 p.m.
3. Approve minutes
  - a. Allision, motioned to approve the minutes with no changes; and Erin, seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried
4. Public comment
  - a. Introduced those present. Public in attendance wanted to be more involved.
5. Community Innovation Partners Business
  - a. Facility committee report
    - i. Dennis will send off vials of water for lead testing next week to be in compliance with the United States Environmental Protection Agency's 3Ts for Reducing Lead

in Drinking Water in Schools revised technical guidance dated October 2006. This also prepares the school for the expected update to OAR 581-022-2223 Healthy and Safe Schools Plan.

- ii. The school will be acquiring a watercooler for the main area to encourage drinking and to allow for any test result that may come back.
- iii. No other facility needs are required prior to school starting. There are a few items on the list for minor repair. However, they pose no safety risk to students or staff.
- iv. Continue to look at properties around town for the 2017-2018 school year.
- v. The board agreed to set up a strategic plan for CIP to help plan \_\_\_\_\_

b. Discussion of board terms

Position	Name	Term Start	Term End
Treasurer	Erin Miller	04/19/2014	1/1/2017
Secretary	Aaron Kumnick	12/17/2015	12/17/2017
President	Wendy Sparks	04/19/2014	1/1/2017
Director	Amy Dent Beebe	12/2/2014	12/2/2016
Director	Alison Johnson	12/02/2014	12/2/2016
Vice President	Shanna Ruyle	2/19/2015	2/19/2017
Director	Lori Hedlund	05/29/2015	5/29/2017
Director	Vacant	Fill in 2016	End in 2018
Director	Vacant Seat	Fill in 2017	End in 2019

- i.
- ii. Need to fill vacant seats.
- iii. Start dividing CIP board and the school more  
**MOVE OVER TO BE C** Establish a High School committee
- iv. **The motion was put fourth by Aaron to develop a High school initial action plan to develop a high school. And Shanna seconded and all those approved. Committee member include Erin, Aaron, Allision, Wendy**

6. Dallas Community School Business

a. Director's Report

- i. Healthy School Committee Update
  - 1. The committee has drafted a policy that covers healthy snacks and DCS's guidelines.
    - a. **Wendy** motioned to **approve the healty snacks policy**; and **Lori** seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried.
  - 2. The committe has developed an allergy policy.
    - a. **Aaron** motioned to **approve the allergy policy**; and **Shanna** seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried.
- ii. Enrichment programs almost all ready. There are a few classes that we are still waiting on.
- iii. Healthy School Committee Update

- iv. BOLI complaint was dismissed.
- v. Julie Rain has been appointed Head Guide for the 2016-2017 school year.
- vi. Korena Lund has been hired as a new instructional guide for the 2016-2017 school year.
- vii. Most of the staff attended the AERO conference with great success and inspiration.
- viii. Auditors completed their on site assessment and will be sending the school and the board of directors their report by the end of September.
- b. Treasurer/finance committee report
  - i. Previous Month's Financial Snapshot:

June 2016 Budget/Actual	Balance-On-Hand
\$573,130.36/\$17,512.46	<b>\$329,368.73</b>
YTD Budget/Actual	
\$585,256.10/\$18,070.80	

Financial model for year to date. will be updated to reflect the school year

calendar for

- c. Enrollment report
- d.

Grade	Students		Grade	Students
K	15		5	18
1	20		6	14
2	19		7	18
3	25		8	5
4	22		Total	156

1. Students on IEP: ? (awaiting new student data)
2. Students Living in DSD2: 51
3. Students on Waiting List: 144
4. Number of current applicants: 155

- e. Enrichment committee report
  - i. Disolved and given to staff.
- f. Partnership committee report
  - i. Disolved and given to staff.
- g. Strategic plan update
  - i. Reviewed the items and discussed.
- h. Discussion on Board Training

- i. Presented requirements for board training from Oregon School Board Association. Each board member will take the online courses by October board meeting.
  - i. Discussion on school mission vision and philosophy
    - i. Mission and vision will be included in more documentaiton. An audit document was created to give a analytical look to current programs and futrue programs.
  - j. Approve opening a savings account for reserve funds
    - i. **Aaron** motioned to Authorize Dennis or Erin miller to open a Money Market account at Oregon State Credit Union with an initial deposit of \$100,000.; and **Allision** seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried.
  - k. Approve revision to Administrative analyst position description
    - i. **Erin** motioned to **the revisoin of the Administrative Analyst position description**; and **Aaron** seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried.
- 7. Next Meeting
  - a. September 15 ,2016 7:00PM