Community Innovation Partners  
Board Meeting Minutes: April 23, 2015

1. Called to order at 6:11 PM

The following members were present:
President Wendy Sparks; Vice President Casey; Treasurer Erin Miller; Secretary Scott Burwash; Board Members Amy Dent Beebe, Allison Johnson and Shanna Ruyle

The following members were absent: n/a

The following guests were in attendance:
Lori Hedlund, parent
Cheri Reinke, applicant

Handouts
CIP Factsheet
Education Guide Workload: 4 Guides
DCS Community School Learning Studios

2. Approved minutes from March 16, 2015 meeting
3. Update on Maker Shop project:
   a. Deferred to the May 28 general meeting
4. Meeting of the Dallas Community School Governance Committee (Community Innovation Partners Board acting as Dallas Community School Governance Committee)
   a. Summary of March/April actions
      i. Current number of applications are at (168)
      ii. Beebe has submitted insurance applications
      iii. Status of site search is ongoing with three options within the city of Dallas. Johnson read a letter that was sent to one owner expressing our interest.
      iv. Dallas School District approved expansion to Kindergarten
   b. Review lottery process
      i. Treasurer Miller explained order
      ii. Secretary Burwash explained the spreadsheet and how the random numbers are assigned.
      iii. President Sparks explained how anyone applying after 11:59:59 p.m. on April 30 will be placed on the waitlist, with Dallas School District students given waitlist priority over out-of-district students.
   c. Interim tasks until Director is hired
      i. Action: Authorize specific interim responsibilities
1. Motion passed to approve President Sparks to act as the unpaid, interim Director. There are no known conflicts of interest.
   a. Two members abstained from the vote

d. Set the interview schedule: Director/Education Guides
   i. 3-day resume review
      1. Scoring sheet by committee
      2. Top scored candidates get interviews
   ii. Interviews
      1. Evening series
      2. President Sparks will present scheduling options to the committee for Educational Guide
      3. Director interviews
         a. Set for Sun May 17
         b. Applicants must be physically present to qualify
   iii. May 27 is the job offer deadline
      1. Conduct background checks on the finalists following accepted offers
   iv. Hiring Committee
      1. Composed of a Board/Parent mix, to be determined based upon scheduling.

e. Review teacher caseload discussion on number of teaching staff to hire
   i. Review of numbers
      1. We agree that this is theoretical; flexible; and will likely be modified once we get going in September.
      2. Discussed morning session options
         a. 3-hour vs. 4-hour
         b. How to handle the middle schoolers
         c. Kindergarten: most likely an enrichment option
   ii. Action: Determine total number of teaching staff to hire
      1. Motioned and carried to hire (4) Educational Guides

f. Discussion on morning enrichment programs
   i. Content
      1. General discussion; on-going to finalize; there will be an option to vary the experience by student
   ii. Structure
      1. Deciding if Instructional Assistants will be half or full day was not decided and will carry over to the May 28 general meeting

1. Allowance for digital discussion/approval of policies and procedures
   i. Documents are posted to Google Docs
   ii. The Vote will be via SurveyMonkey
   iii. All DCS policies are due May 8 to the District

Public Comment
Cheri Reinke asked the following questions and was provided these answers:

1. What if the parent is the weak link?
   
   *Home visits ensure they are accountable; they risk expulsion if they do not comply.*

2. Does DSD require a contract date? Will DCS?
   
   *We will need to look into this for a final answer.*

3. Will EG log input hours? How much documentation?
   
   *The student’s Personalized Learning Plan will dictate what needs to be demonstrated.*

**Next meeting**

General Meeting: Thursday, May 28 6:00-7:00 with an Executive Session to follow