

**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
- g. 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

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