

**Meeting:** Community Innovation Partners, General Meeting

**Date:** August 31, 2015, 8:00 p.m.

**Location:** Teleconference

**Facilitator:** Wendy Sparks, President

**Secretary:** Scott Burwash, Secretary

**In attendance:** Shanna Ruyle, Vice President  
Erin Miller, Treasurer  
Alison Johnson, Board Member  
Amy Dent Beebe, Board Member<sup>1</sup>  
Dennis Schultz, Director of Dallas Community School

Absent:  
Lori Hedlund, Board Member

**1. Call to order**

- a. The meeting was called to order at 6:03 p.m.

**2. Public comment**

- a. n/a

**3. Enrollment report (Sparks)**

- a. 125 students with wait list.
- b. One of the family's

**4. Treasurer's report (Miller)**

- a. These will be a recurring report prepared by Administrative Analyst and approved by the Treasurer. These will be sent out a few days prior to each general meeting.
- b. The required reporting documents were included and reviewed.

**5. Facility Committee report (Ruyle)**

- a. Electrical
  - i. Pioneer Electric is currently completing the required upgrades to the facility: smoke detectors and exit signs.
  - ii. City of Dallas is aware of our status and we are in steady communication with them about our progress. Municipal costs should be around \$200 (a

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<sup>1</sup> Dent Bebee left the meeting at 6:40 p.m., during item #7 discussion.

flex-rate based on the accepted electrical bid). A final inspection is necessary prior to opening the school.

- b. Safety
  - i. Schultz will check with the Office of State Fire Marshal about the number or fire extinguishers and their placement.
- c. Remaining "To-Do List"
  - i. Complete this week, especially a final wipe down and cleaning of the facility will need to be done. Schultz was authorized to expend the money to hire a service later this week.

## **6. Enrichment Committee report (Ruyle)**

- a. Program Calendar
  - i. Available at the registration event on September 3rd.
- b. Field Trips
  - i. Goal is (9) field trips per trimester (one of which is an overnight).
  - ii. Requiring at least one DCS board member present at each event.
- c. Catalog
  - i. Near completion; looking to have it to the guides on September 3rd.

## **7. Report on status of Guide activities and discussion on outstanding to-do items (Schultz)**

- a. Staff are quickly getting up to speed, working on the curriculum guide and gaining ownership of the materials. They are comfortable with the current case loads and are aware that only so much can be put into place before day one and there are other things that will be learned along the way.
- b. Dallas School District has continued to be very helpful in assisting us with meeting requirements of both the law and our charter.

## **8. Policy review and discussion**

- a. Adoption of Dallas School District policies (Sparks)
  - i. President Sparks motioned to adopt the established policies of the Dallas School District as Dallas Community School's policies as an interim measure until we develop policies of our own. Board Member Ruyle seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried.
- b. Allotment allocation (Sparks on behalf of Miller)
  - i. Other schools working a similar model do not allow the full allotment to be allocated immediately. Schultz will forward a communication received by another school for review. General discussion about various options followed.
  - ii. President Sparks motioned to adopt a policy allocating 60% of the available monies in September followed by 40% in January. Additionally, any student dropping before the 30th calendar day of the school year will

be required to reimburse the school for all monies allocated. Any student dropping on the 31st calendar day of the school year (or later) will retain any consumables and return all non-consumables to the school.

Board Member Johnson seconded the motion. All those present voiced an 'aye' vote to approve and the motion carried. Miller lodged a proxy 'aye' vote with President Sparks.

**9. Timeline for hiring Instructional Assistant**

- a. We had (3) applicants with interviews scheduled for later this week. Job offers will be made on September 5 followed by background checks.

**10. Upcoming events**

- a. Orientation days
  - i. September 2nd at Dallas Library
  - ii. September 3rd at Gilbert House Museum

**11. Next meeting date**

- a. Need to shift general meetings from Monday evenings. Sparks will send out a poll to the group to determine better options.

**The meeting adjourned at 7:16 p.m.**