

**Community Innovation Partners/Dallas Community School
Board Minutes**

Date: December 20, 2017
Location: 788 Birch Street, Dallas, Oregon
Facilitator: Teresa Crossley, Vice President
Secretary: Becki Gann, Secretary

Present

Scott Burwash, Treasurer
Holly Watkins, Board Member
Aaron Kumnick, Board Member
Vickie Nutt, Board Member

Absent

Bill Conlon, Director

Staff

Andrea Wilcoxon, Office Manager

Public

Mickie French

1. Called to order at 7:05 pm

2. Public Comments

None

3. Discuss and approve agenda, dashboard, and minutes

Aaron moves to approve. Scott seconds. Motion carries with unanimous vote.

4. Director's Report

(Andrea, speaking on behalf of our Director.) The first half of the school year saw changes in our student population. We have lost 26 students, however all available spots had wait-listed families ready to step in. Turn-over was, on average, within three days.

There are many reasons given by families for leaving the program but no reasons related to school offerings. Reasons included one mom returning to the workforce; one family who said they didn't need the program and wanted to give another family the opportunity; others who were looking for all-day classroom instruction.

We will accept new student applications again, beginning in January.

5. Healthcare Committee

There has been no recent activity involving Scott, therefore he is unable to comment. However, at this time, there is no proposal. For inclusion in the next school year, the healthcare proposal must be received prior to the first draft of the 2018-2019 budget, no later than January or February. Tabled for future meeting.

6. Board Recruitment and Transition

Mickie French is visiting, observing the Board and considering membership.

Aaron Kumnick is at the end of his term and attending his last meeting as a Board Member. Thanks for everything, Aaron!

Our minimum requirement for the Board is five members; our maximum is nine. After Aaron's departure, we will have five. For several months, the Board focused on recruiting community members but will again open the opportunity to current DCS parents. We may also consider Member(s)-at-Large and/or Past President positions; while these positions are not currently in our by-laws, we can create a policy if needed.

7. Treasurer Report

Scott reviewed our financial snapshot. As of this month, we are below budget.

8. Facility Report

When contacted, management of the Rickreall Events Center said they saw no foreseeable space for DCS. We have two Real Estate agents, Staff, and our past president in search of a facility. Aaron has offered to remain on the Facilities Committee, however a Board Member must take over as Chair.

9. Community Outreach Report

Holly reported that the City wants to write its own program instead of using the Timely platform. A possible partnership with the City is, at this time, not an option. There is nothing further to report at this time.

10. Fund Raising Report

The first DCS PTO Meeting is scheduled for January 10 and will be facilitated by DCS parent Sarah Lockwood. Fund-raising, therefore, will likely be a responsibility of the PTO, and the school shall have no further need of this Committee.

11. DCS Contract Renewal

Scott, Teresa, and Bill will meet with Michelle, Dennis, and Kristen to discuss the results of the OSBA audit on DCS on December 28. The audit will be presented to the DSD2 Board at their first meeting in January. Andrea or Monica will email families to encourage their attendance and support of DCS at the meeting.

12. Governance

Nothing at this time.

13. Adjourned at 7:42 pm. Next Board Meeting scheduled for Thursday, January 18, 2018 at 7:00 pm