

Community Innovation Partners/Dallas Community School Board Minutes

Date: February 15, 2018

Location: 788 Birch Street, Dallas, Oregon

Facilitator: Scott Burwash, Acting President

Present:

Vickie Nutt, Acting Secretary

Gene Henshaw

Holly Watkins

Becki Gann, Absent

Staff:

Bill Conlon, Director

Andrea Wilcoxon, _____

Public:

E.J. Fisher

Sarah Lockwood

Jeremy Lockwood

1. Called to order at 7:14 p.m.
2. Review of mission statement and vision by Scott Burwash.
3. Public comment

Jeremy Lockwood asked how testing results affect the school. Bill responded that our scores are combined with Dallas School District. We currently have lower scores than theirs, but its not a crisis as we are a small percentage of their overall number. DSD has been more

concerned with participation than scores. Our goal is to get 95% participation, which is the state overall goal, and we are the only school in Dallas district that has not met that.

4. Discussion and action to adopt consent agenda and minutes.

Scott motioned to adopt current agenda and last month's minutes. Gene seconded. All approved.

5. Parent-Teacher Organization update.

Sara Lockwood, Holly Watkins and EJ have been working hard on the PTO planning. Bill expressed appreciation for their effort and time. Sara asked about what information we would like to hear, Scott asked for general update. Two meetings have been conducted so far. Some difficulty getting people on board in positions, working on getting bylaws created and EIN number to open a bank account. Some plans for a few fundraisers are in place. EJ spoke with chamber of commerce and they are going to give us space at the farmer's market so we can promote the school, possibly have entrepreneur class sell items there. Talked about year book for this year and having year book class for students. Family Night set up for March 19 at Pressed. Safeway is donating the food for this event. EJ has been great at reaching out to the community. They are hoping for more participation and currently recruiting parent volunteers. EJ explained how Scripts works and how the school can earn money. A few executive board positions have been filled. About 15-20 people have joined or come to meetings.

6. Board Transition.

Board recruitment, Jeremy Lockwood. Bill is going to meet with Jeremy next week and anyone from board is welcome to attend and ask questions as well.

President and Vice president vacancies. Teresa Crosswell has resigned and Becki Gann is secretary and will be acting president. We may need recruitment effort to fill these positions.

7. Director's report.

Bill commented on report he sent earlier. Reported that he had a very positive meeting with Michelle and Dennis and they expressed interest in helping our school be success. Bill reviewed some of their interest points. They want us to implement a daily log which should be sufficient for the 900 hours. This log would document family education throughout the day. She also desires a curriculum review and so Bill has developed a committee to generate a list of approved curriculums and curriculum they reviewed but did not approve. This applies only to curriculum that is purchased with allotment funds. On Lets Go Learn, we have been asked to administer 3 times a year. This will allow for interventions during the school year. Next meeting will be March 1, 2018, with Michelle and Dennis. This could be the last meeting, and we will then report back to the DSD board that we have met the criteria.

Staff inservice February 2, very productive. Math Night coming up. Staff is very excited about that.

8. Staff Highlight.

Andrea presented the Fund Balance Policy GASB 54 – we need to develop policy for our budget. Board will need to determine minimum unassigned fund balance. This gives the us more accountability for how we use our funds.

9. OSBA Evaluation

Update deficiency list provided by Bill.

10. By-laws

Bill provided a copy of CIP bylaws draft revision for board review showing changes recommended by OSBA. Board will vote next month on adopting the changes.

11. Board Handbook

Changes were made according to OSBA recommendations. Board members will review, provide comments or ask questions, and will vote to approve at next meeting.

12. Treasurer report

193 enrolled, 55 on waiting list. Reviewed financial snapshot. Most unexpected expenditures were for our 2nd site. In April's meeting, there may be some changes showing from March for PERS changes.

13. Committees report.

Facilities. Bill sent out information on property at 124 SW Walnut Ave in Dallas. The building would need some modifications to work for us, it is in our budget, the square footage is sufficient. Owner seems motivated to work with us. We are looking to be a renter, though there may be the possibility of lease to purchase. Bill asked the board to strongly consider this option. Board members can view the property on Monday. Scott asked if we an approach the city to give an opinion on zoning and planning. Gene offered to contact the city to ask those questions. One of the down sides to the space is that it has no outside area to use as a play area. Tuesday at 3:45 board members will tour the property. There are only 9 parking spaces available but parking at our current location is limited as well.

Bill would like to chair the facilities committee. Scott motioned for Bill to chair, Holly seconded. All approved.

Curriculum committee. There is space if another person or two is interested. First meeting is February 22, 2018, at 2:30.

Policy committee met with OSBA policy specialist, Peggy Holstrum. She is in process of finalizing those for us and they should be completed within the next few weeks.

New board member review panel. Scott suggested we have 2 to 3 people from the board to meet with potential board member candidates.

Community outreach. Holly said Dallas will outreach their own calendar. EJ wanted to know if PTO outreach could be collaborative with community outreach committee.

14. New business.

None.

15. Executive session.

Executive session to review and evaluate the employment-related performance of the chief executive officer has been postponed until next board meeting until all board members are able to be present.

16. Meeting was adjourned at 9:10 until next board meeting on March 15, 2018, at 7:00 p.m.