



Board of Directors

Leslie Maloney, *President*
Thomas Cole, *Vice President*
Amanda Larson, *Treasurer*
Nick Holpfer, *Secretary*

Wednesday, September 26, 2018, 5:15 p.m.
Meeting Minutes

The mission of Odyssey Charter School, working in partnership with the family and the community, is to help each child reach full potential in all areas of life. Our aim is to educate the whole child with the understanding that each person must achieve a balance of intellectual, emotional, physical, moral, and social skills as a foundation for life.

A. OPENING EXERCISES

- Call to Order & Establish Quorum – *The meeting was called to order at 5:15 p.m. Those in attendance were Leslie Maloney, Amanda Larson and Nick Holpfer.*
- Pledge of Allegiance
- Adoption of the Agenda – *Unanimously adopted under one motion by Leslie Maloney; seconded by Nick Holpfer.*

B. PUBLIC COMMENT (Members of the public that wish to address the Board must sign-in and will have 3 minutes to speak. The Board will not address the presenter or take action at this time)

C. MANAGEMENT COMPANY REPORT

1. PowerPoint Presentation – *Constance Ortiz began with the mission of the schools and the essential elements of the schools.*
 - OCS, Inc. Budget – *Beth Crist reviewed the Odyssey, Inc. budget for 18-19 1868 students, which encompasses all schools including preschool, enrichment and summer camp. Also includes athletic expenses, with revenue earned from preschool and enrichment programs.*
 - Local Fee-based Transportation – *The Board asked for an analysis for the proposed fee-based transportation. Constance explained that the schools are not at a point where they are ready to move forward. Jr/Sr buses are mostly full except for 1 bus. Elementary buses have limited space available. The schools have 11 buses that travel between 2-8 miles, going beyond the 4-mile limit. There are 4 buses within the zero to two-mile range. The district's policy does not allow fee-based transportation within the first 15 days of school. The team is recommending 30-days. The district cost is \$2 per day and does offer a lower rate for FRL students at \$1 per child per semester. The district does not add additional bus stops within the 2-mile range. Some Odyssey students would not benefit from this. The transportation department is looking into adding a stop less than 2-miles from the school because there is a cluster of students in that area. Constance suggests that the school continue working on this. Nick Holpfer agrees to do as much research as needed.*
 - Land Purchases – *There are 2 contracts on the agenda for the purchase of land adjacent to the Eldron property, and one letter of intent to go along with a 3rd contract (3 contracts total for land purchase).*

D. SITE ADMINISTRATOR REPORT

1. PowerPoint Presentation

- **AdvancEd – Laura Lane reviewed the AdvancED priorities. Priority 1 – Leadership and Academic Team in implementation phase of assessment plan, standards mastery, and teachers are conducting student, teacher, leader, parent data chats; Priority 2 – worked on the coaching program last year and this year focusing on induction program for new teachers. Developing Professional Development models for those teachers, including PLC and Positive Discipline; Priority 3 – monitoring implementation of curriculum guides, going well. In addition, classroom walkthroughs and PLC meetings; Priority 4 – Raquel is working with leadership with PGP development. Constance is working with Site Administrators on GA Site Monitoring Tools with mission specific goals.**
- **School Grade and School Improvement Plans – 8 high impact teachers were recognized by the FDOE for high academic learning gains. This recognition includes a multiple year ability to raise students. Updates on data programs, growing at all levels. Elementary enhancing intervention programs and gifted and talented. Jr/Sr High second year for graduation with 36 Seniors. Middle school is beginning to be tracked by courses. Goal is 100% grad rate and 100% college entrance rate. Both schools earned B. Both outperformed all traditional public schools in Palm Bay. The SIP has the school geared up to raise school grades to an A. OPA scored in tandem with Odyssey Elementary. Wendi reviewed the Internal SIP Stretch Goals and the SIP Goal percentages as well as the SIP academic leading to higher academic achievement and mission-based goals, which promotes family engagement. These goals are aligned with the AdvancED goals. Also reviewed were the action steps toward academic excellence. Monica addressed the Board regarding the amount of support the schools receive from Green Apple far exceeds what district schools receive regarding implementation of curriculum, feedback, etc. Monica explained the Edmentum agreement to offer online virtual courses. Negotiated contract from \$285 per semester per course. Now at \$200 per semester per course, allows to broaden course offering by 350 courses including Advanced Placement. Cindy added that the contract they received earlier has two changes; 1) License Term changed from 12 months to N/A as it is not applicable to this school, and 2) the final payment date changed from 6/30/19 to 7/1/19. Wendi also thanked Board member Nick Holpfer for working hard to acquire a donation of the baby grand piano. The students love listening to piano playing during morning arrival.**

E. INFORMATION

- F. CONSENT AGENDA** (Items below are considered routine and will be approved in one motion. There will be no separate discussion of these items unless a Board Member so requests, in which case the item(s) will be removed from the consent agenda and considered and placed on the Action Agenda) *Please Note: All out-of-county field trip dates are subject to change. – Unanimously approved under one motion by Nick Holpfer; seconded by Leslie Maloney.*

Odyssey Charter School, Inc. Business:

1. **APPROVED:** Approve the Minutes of the Odyssey Charter School, Inc. Board of Director's Meeting for August 28, 2018 as presented.
2. **APPROVED:** Approve the OCS, Inc. 2018-2019 Operating Budget.
3. **APPROVED:** Approve the Overhead Expense Allocation Accounting Policy.
4. **APPROVED:** Approve the 2018 ESP Evaluation.
5. **APPROVED:** Ratify approval of the School Resource Officer Agreement with the Palm Bay Police Department.



6. **APPROVED:** Approve the Vacant Land Contracts to purchase two vacant land parcels adjacent to the Eldron campus, with the first property identified as Real Property ID No. 2936740 in the amount of \$60K, and the second property identified with the assigned address of 440 Raleigh Road SE Palm Bay in the amount of \$35K.
7. **APPROVED:** Approve non-binding Letter of Intent along with the Vacant Land Contract to purchase a vacant land parcel adjacent to the Eldron campus, identified as Real Property ID No. 2960804 in the amount of \$90K.

Odyssey Charter School Business:

8. **APPROVED:** Approve the July 2018 Monthly Financial Report.
9. **APPROVED:** Approve the 2018-2019 School Improvement Plan.
10. **APPROVED:** Approve the 2018-2019 Parent Family Engagement Plan.
11. **APPROVED:** Approve Rebecca Adorno, Courtney Burkhart, Lyssa Brown-Kerr, Kelly Connelly, Katherine Cardozo, Laura Dillon, Miranda Eaves, Jayme Freye, Tracy Graham, Ashley Harrell, Rebekah Havanec, David Hill, Sarah Hoffner, D'Sashia Jackson, Crystal Kersey, Casidy Liddell, Billy Marsh, Reidia Marrett, Christina Meyer, Michaela Miller, Jennifer Mullins, Cherie Ollie, Padraic Roney, Goya Thompson, Lesa Thompson and BryAnna Zoller to teach out-of-field in ESOL for the 2018-2019 school year.
12. **APPROVED:** Approve Billy Dobbs to teach out-of-field in Middle Grades Math 5-9; Nikki Hoier and Elizabeth Guslawski to teach out-of-field in Middle Grades Science 5-9; Thomas Rebman and Casidy Liddell to teach out-of-field in Middle Grades Social Studies 5-9; and Karina Lopez to teach out-of-field in Elementary Ed K-6 during the 2018-2019 school year.
13. **APPROVED:** Approve the 4th grade out-of-county field trip to St. Augustine, FL on April 18, 2019.
14. **APPROVED:** Approve the 3rd grade out-of-county field trip to Sea World in Orlando, FL on February 14, 2019.
15. **APPROVED:** Approve the out-of-county field trip for the Jr/Sr High Biotechnology and AP Chemistry classes to the University of Florida Biotility Education Lab in Alachua, FL on December 12, 2018.
16. **APPROVED:** Approve the out-of-county field trip for the Jr/Sr High Model United Nations Group to the Model United Nations Conference in Sarasota, FL on December 1, 2018.
17. **APPROVED:** Approve to front unearned PTO days to employees Corey Kevelin and Marli Varnadoe due to extenuating circumstances.
18. **APPROVED:** Approve the addendum to the 2015 Edmentum Agreement for Virtual School courses including a new pricing sheet with significant cost savings on a pre-payment plan.

Odyssey Preparatory Academy Business:

19. **APPROVED:** Approve the July 2018 Monthly Financial Report.
20. **APPROVED:** Approve the 2018-2019 School Improvement Plan.
21. **APPROVED:** Approve the 2018-2019 Parent Family Engagement Plan.
22. **APPROVED:** Approve Natalie Beckett, Robert Birmingham, Emily Dent, Stephanie Dymora, Doretta Thompson, Amber Ebberts, Tasha Lynch-Treasure, Patricia Petrucci, Awilda Rodriguez, and Jennifer Russo to teach out-of-field in ESOL for the 2018-2019 school year.

23. **APPROVED:** Approve Robert Birmingham to teach out-of-field in Math 6-12 for the 2018-2019 school year.
24. **APPROVED:** Approve the 4th grade out-of-county field trip to St. Augustine, FL on May 21, 2019.

- G. **ACTION AGENDA** (Items for Discussion by the Board)
- H. **BOARD DIRECTORS' REPORT** – *Nick thanked everyone for all the hard work and effort that everyone puts into the school.*
- I. **ADJOURNMENT** – *After Constance made the Board aware that a Special meeting may be called due to construction projects prior to the January meeting, the meeting adjourned at 5:56 p.m.*

The undersigned hereby certifies that he/she is a Director and/or Officer of **ODYSSEY CHARTER SCHOOL, INC.**, a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation and the individual charter schools sponsored by the said corporation.

The minutes were adopted by the Board of Directors at a meeting held on October 5, 2018.

ODYSSEY CHARTER SCHOOL, INC.

A Florida not-for-profit corporation

By: Thomas Cole
Approved By

October 5, 2018
Date