



ODYSSEY
CHARTER SCHOOL, INC.

Board of Directors

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

Tuesday, August 28, 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 5:17 p.m. Those in attendance were Leslie Maloney, Amanda Larson, and Nick Holpfer.*
- Pledge of Allegiance
- Adoption of the Agenda – *After one item was added as Action Agenda Item H-1, the agenda was unanimously adopted under one motion by Nick Holpfer; seconded by Leslie Maloney*

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. PUBLIC PRESENTATION

1. Audit Presentation – *Angelo Rolle of HLB Gravier went over the 2017-2018 annual audited financial reports for Odyssey Charter School and Odyssey Preparatory Academy having no findings for both schools.*

D. MANAGEMENT COMPANY REPORT

1. Progress in AdvancED Initiatives and Curriculum Plans – *Raquel Espinosa, Chief Academic, shared the progress of the AdvancED initiatives and curriculum plans. There were 4 improvement priorities given to GA by AdvancED. To meet these improvement priorities, GA and the school created goals, strategies, measurable objectives, and activities.*
2. Introduction of Green Apple Academic Team – *Raquel Espinosa introduced the GA academic team as Laura Lane, Director of Curriculum and Secondary Programs; Charlotte Chase, Director of Student Services; Deb Berg, Director of Elementary Programs; Laurie Young, Curriculum Specialist.*
3. 2018-19 Budgets Presentation – *Beth Crist reviewed the budget revenue elementary student count 705 which is 9 students below projected enrollment of 714, JRSR 755 students 67 below projected enrollment of 822 students 92% of projected enrollment 1460 students total. OCS ending with 5% revenue reserve with 1% increase of FTE and increased cap outlay at \$450 per student as a conservative number. New bus purchases included in the budget, pay for performance, new curriculum (Discovery Learning), mental health assistance and safety funding included Constance included that she found*

a small mistake that the district had made in the FTE calculation which would have been a loss of revenue for the schools. The mistake has been corrected.

4. Land Purchase and Construction Update – *Constance Ortiz land offers rejected and are under negotiation for the NE and NW properties and the center property. Building of new gym, parking and a building on Eldron will depend on budget. Plans have been reviewed from 3 architects and may move forward with one architect with a design/build option for the gym.*

E. SITE ADMINISTRATOR REPORT

1. Introduction of Assistant Principals – *Wendi Nolder Deb Berg, AP and Monica Knight, JR/Sr Laurie Young Instructional Coach at Jr/Sr High; Janee Campbell, AP Jr/Sr; OPA Mike Davis, AP of operations and facilities; Patricia Carvil, AP of instruction and curriculum*
2. Opening of Schools – *Wendi Nolder reported that the school is fully staffed and teacher pairings are solid. Police presence each day and it has been nice to get to know the different Palm Bay police officers. Working together to finish safety plan. Carloop is going very smoothly. Monica Knight improving parking lot safety. Huge 7th 202 students and hope to maintain. Senior class of 39 students. Dual enrollment increasing to 16 students. Fully staffed and have a full Odyssey of The Mind team. OPA at full capacity. Wyoming working on digging into data and intervention plans are being developed.*

F. INFORMATION

1. Fee-Based Transportation – *Operate 11 buses and have parents that live outside of the reasonable distance as defined in the contract of 2-4 miles. The buses do go beyond the 4-mile range to 8 miles. Parents asked if the school would consider a fee-based transportation policy for students that live less than 2 miles away like what the district has, in which they charge \$2 per day. This is being brought up for discussion or input of the Board. Leslie Maloney suggested a corridor stop. Monica suggested that this might eliminate a variable to reaching more students. Constance suggested a research study. Nick Holpfer thinks the school should look into this because he sees students walking along Babcock, who may or may not be Odyssey students, and it is very dangerous. Mike Davis will head up the research. MOTION APPROVED: Leslie Maloney motioned to direct a study on fee-based bus transportation; seconded by Nick Holpfer. Motion passed unanimously.*

- G. 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) – *Unanimously adopted under one motion by Leslie Maloney; seconded by Nick Holpfer.*

Odyssey Charter School, Inc. Business:

1. **APPROVED:** Approve the Minutes of the Odyssey Charter School, Inc. Board of Director's Meeting for July 24, 2018 and August 3, 2018 as presented.
2. **APPROVED:** Approve the revised 2018-2019 Board Meetings Calendar.
3. **APPROVED:** Ratify approval of the revised Transition Assistance Policy and Agreement.
4. **APPROVED:** Approve the dissolution of Palm Bay Charter Schools, LLC, and authorize signature of the Articles of Dissolution by either Leslie Maloney as President, or Thomas Cole as Vice President of Odyssey Charter School, Inc., the sole member.
5. **APPROVED:** Approve to utilize Glover Oil as the main fueling source for Odyssey school buses.



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Odyssey Charter School Business:

6. **APPROVED:** Approve the 2018-2019 Operating Budget.
7. **APPROVED:** Approve the 2017-2018 Final Amended Budget.
8. **APPROVED:** Approve the 2017-2018 Annual Audit.
9. **APPROVED:** Approve the 2017-2018 Fourth Quarter Financial Report.
10. **APPROVED:** Approve the new Food Service Agreement with Legacy Academy Charter, Inc.
11. **APPROVED:** Approve the appointment of Wendi Nolder as Site Administrator of the Elementary Campus for the 2018-2019 school year.
12. **APPROVED:** Approve the appointment of Monica Knight as Site Administrator of the Jr/Sr High Campus for the 2018-2019 school year.
13. **APPROVED:** Ratify approval to waive the FY18 OPA 5% additional transportation fee for 2017-18 school year.
14. **APPROVED:** Ratify approval of Thomas Rebman to teach out-of-field in Civics for the 2017-2018 school year.
15. **APPROVED:** Approve the out-of-county field trip for the OCS Jr-Sr High Band to perform at Florida Atlantic University on September 8, 2018 in Boca Raton, FL.

Odyssey Preparatory Academy Business:

16. **APPROVED:** Approve the June 2018 Monthly Financial Report.
17. **APPROVED:** Approve the 2018-2019 Operating Budget.
18. **APPROVED:** Approve the 2017-2018 Final Amended Budget.
19. **APPROVED:** Approve the 2017-2018 Annual Audit.
20. **APPROVED:** Ratify approval of the following teachers to teach out-of-field for the 2017-2018 school year - Meghan Bigwood out-of-field in Gifted K-12 and Robert Birmingham out-of-field in Language Arts.

H. ACTION AGENDA (Items for Discussion by the Board) – *Unanimously adopted under one motion by Nick Holpfer; seconded by Amanda Larson.*

1. Designate Board President or Vice President to work with Constance Ortiz and Raquel Espinosa to complete administrator evaluations.

I. BOARD DIRECTORS' REPORT – *fuel spills on the fuel doors 2 of new buses that have not have been cleaned. Mark Grant will take care of this. Mark stated that a fuel company will be fueling now instead of the bus drivers. Nick phenomenal job with the carloop.*

J. ADJOURNMENT – *The meeting adjourned at 6:45 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 September 26, 2018.

ODYSSEY CHARTER SCHOOL, INC.

A Florida not-for-profit corporation

By: _____

Approved By

9/26/2018

Date