



ODYSSEY
CHARTER SCHOOL, INC.

Board of Directors

Leslie Maloney, *President*
Thomas Cole, *Vice President*
Amanda Larson, *Treasurer*
Sonja White, *Director*
Nick Holpfer, *Director*

Wednesday, November 15, 2017, 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, Thomas Cole, Nick Holpfer and Amanda Larson. A quorum was established.*
- Pledge of Allegiance
- Adoption of the Agenda – *Unanimously approved under one motion by Thomas Cole; 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. PUBLIC PRESENTATION

1. Benefits Presentation – Robert Beck, President Foundation PEO Solutions, Inc. – *Robert Beck presented the Executive Summary, which compares several PEO companies who bid for services to the current ADP TotalSource rates. The savings to OCS, Inc. looking at Paychex was over \$200k annually. Paychex is the second largest PEO in the Nation. With this service, the school will provide employer paid short-term disability rather than long-term disability. Mr. Beck also reviewed the benefit comparisons and their rates.*
2. OCS, Inc. Audit Presentation – HLB Gravier – *Angelo Rolle, from HLB Gravier, presented the consolidated audit and special purpose financials.*

D. MANAGEMENT COMPANY REPORT

1. *Constance spoke more to the Board regarding cancelling ADP; she also mentioned that next week GA will be meeting with the department in Paychex that works with the 401K to work on the transfer from ADP; and lastly, the management agreement for Odyssey is due to renew on December 31, 2017. The Board is presented with a month-to-month addendum to the management agreement that will allow management services, with the same terms, for Odyssey Charter through June 30, 2018. This is when the OPA management agreement is due to renew. The goal is to have both schools renew simultaneously.*
2. Tax Bill for Wyoming Campus – *The school received a tax bill for Wyoming campus \$145k. During the sale of Wyoming there needed to be an application by March 1st by*

the bondholders as the Board did not own the property until April 27th. We are told there was a trim notice sent to Eldron, however there is no record of receiving. Attorney Cliff Repperger feels that we need to explore every option. The county claims the deadline to appeal has passed. The school has always been an educational facility, but the land was owned by the city and listed as a municipality. Both were non-profit. The assessment was also done for the entire purchase, which would include the Eldron campus. There are many angles to explore and work through.

E. SITE ADMINISTRATOR REPORT

1. Presentation of School Improvement Plans – *Wendi Nolder and Monica Knight presented the School Improvement Plans for Odyssey Charter and Odyssey Prep, which includes goals for school improvement, action steps. Some of the action steps include deepening the PLC process, interventions and implementation of differentiated interventions for students in the lowest 25%, tutoring, and teacher trainings. The administrators also reviewed the student growth measure*

F. INFORMATION

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 approved under one motion by Thomas Cole; seconded by Amanda Larson.*

Odyssey Charter School, Inc. Business:

1. Approve the Minutes of the Odyssey Charter School, Inc. Board of Director's Meeting for October 6, 2017 as presented.
2. Approve the 2017-2018 OCS, Inc. All Programs Operating Budget.
3. Approve the 2017-2018 OCS, Inc. Preschool/Enrichment Operating Budget.
4. Receipt of Special Purpose Financial Report 2016-2017.
5. Approve the revised Substitute Requirements and Compensation.
6. Approve the new student growth measure for the 2017-2018 assessments for all schools.
7. Approve the agreement with Paychex as the Odyssey Charter School, Inc. Professional Employer Organization for Payroll, HR, and Benefits.
8. Approve the management company recommendation to terminate the ADP TotalSource Agreement effective December 1, 2017.
9. Approve teacher work hours for OCS Elementary and OPA on M, T, Th, and F 7:30 a.m. to 3:15 p.m., and on Wednesday 7:30 a.m. to 4:30 p.m.; OCS Jr/Sr High on M, T, Th, and F 8:25 a.m. to 4:15 p.m., and on Wednesday 8:25 a.m. to 4:55 p.m.

Odyssey Charter School Business:

10. Approve the month-to-month management addendum to management agreement between Odyssey Charter School, Inc. and Green Apple School Management, LLC.
11. Approve the 2017-2018 First Quarter Financial Report.
12. Approve ADS limited liability installation of maglocks to exterior hall doors on the Eldron campus.
13. Approve Alexis Burke to be out-of-field in Psychology 9-12.
14. Approve Norman Rodham to be out-of-field in Math 6-12.
15. Approve Elizabeth Guslawski to teach out-of-field in Math 6-12 and Civics/History 6-12 for hospital homebound.

Odyssey Preparatory Academy Business:

16. Approve the August and September 2017 Monthly Financial Reports.
17. Approve the School Recognition funds proposal for the 2017-2018 school year.



Orion Preparatory Academy-Brevard Business:

18. Approve the August and September 2017 Monthly Financial Reports.

- H. ACTION AGENDA** (Items for Discussion by the Board)
- I. BOARD DIRECTORS' REPORT**
- J. ADJOURNMENT – *The meeting adjourned at 6:25 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 January 25, 2018.

ODYSSEY CHARTER SCHOOL, INC.

A Florida not-for-profit corporation

By: _____

Approved By

Date

1/25/2018

