



Board of Directors

Chris Glatz, *President*

Dr. Jane Martin, *Vice President*

Cliff Repperger, *Treasurer*

Jessicah Nichols, *Secretary*

Tuesday, July 16, 2013, 5:15 p.m.

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. Chris Glatz, Jane Martin and Jessicah Nichols were present.*
- Pledge of Allegiance
- Adoption of the Agenda – *The agenda was unanimously adopted under one Motion by Jessicah Nichols; Second of Chris Glatz.*

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. INFORMATION

1. Board Member Candidate – Thomas Cole

D. MANAGEMENT COMPANY REPORT

1. Update – *All items on the agenda were reviewed by the OCS attorney, Melissa Gross-Arnold. The budget being presented is draft budget.*

E. ADMINISTRATOR REPORT

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) – *Unanimously approved under one Motion by Chris Glatz; Second of Jessicah Nichols.*

All School Business:

1. **APPROVED:** Approve the Minutes of the Odyssey Charter School, Inc. Board of Director's Meeting for April 26, 2013 as presented.
2. **APPROVED:** Approve the Minutes of the Odyssey Charter School, Inc. Board of Director's Meeting for June 4, 2013 as presented.
3. **APPROVED:** Approve the Odyssey Charter School, Inc. Employee Handbook
4. **APPROVED:** Approve the Odyssey Charter School, Inc. NSLP Agreement
5. **APPROVED:** Approve the ADP Client Service Agreement for Odyssey Charter School, Inc., including the Modification Addendum to include Odyssey Preparatory Academy



6. **APPROVED:** Approve the Assignment and Assumption of Ground Lease and authorize the Board President to execute on behalf of Odyssey Charter School, Inc. as the sole member of Palm Bay Charter Schools, LLC.

Odyssey Charter School Business:

7. **APPROVED:** Approve the Capital Outlay Plan for 2013-2014.
8. **RECEIVED:** Receipt of the completed 990 Tax Form.
9. **APPROVED:** Ratify approval of out-of-county summer camp field trip to Florida Ecosafaris in St. Cloud, FL on July 11, 2013.
10. **APPROVED:** Approve out-of-county summer camp field trip to Gatorland in Orlando, FL on July 18, 2013.
11. **APPROVED:** Ratify the Educational Consultant Agreement between Odyssey Charter School, Inc., and Paul Stich, effective February 28, 2013.
12. **APPROVED:** Approve the form of the Educational Consultant Agreement between Odyssey Charter School, Inc., and Paul Stich, effective as of February 28, 2013, for the purpose of future consultant agreements entered into by the Principal pursuant to, and which meet the requirements of, Odyssey Charter School, Inc. Financial Policy Numbers 2(a)3(c) and 3(e)1.

Odyssey Preparatory Academy Business:

13. **APPROVED:** Approve the Odyssey Preparatory Academy 2013-2014 Draft Budget.
14. **APPROVED:** Approve the Transportation Policy and Memorandum of Understanding between Odyssey Charter School and Odyssey Preparatory Academy.
15. **APPROVED:** Approve the Food Service Policy and Memorandum of Understanding between Odyssey Charter School and Odyssey Preparatory Academy.
16. **APPROVED:** Approve the Accounting Policy Memorandum for Employee Sharing between Odyssey Charter School and Odyssey Preparatory Academy.
17. **APPROVED:** Approve the Accounting Policy Memorandum for Utilities and other Building Expense Sharing between Odyssey Charter School and Odyssey Preparatory Academy.
18. **APPROVED:** Approval to designate Cindy Gilmore as the Representative to Facilitate Parental Involvement for Odyssey Preparatory Academy.
19. **APPROVED:** Approve the OPA Speech Therapy Agreement with Child and Family Consultants.
20. **APPROVED:** Approve to open an Odyssey Preparatory Academy Operating bank account with Regions Bank. The signors will be the Board President, School Principal, and the Management Company Executive Director.

G. ACTION AGENDA (Items for Discussion by the Board) - *None*



- H. **BOARD DIRECTORS' REPORT** – *Chris Glatz made a recommendation to have a document that authorizes Constance to execute documents on behalf of the Board of Directors to help expedite situations that may arise. Constance stated that this could be added to the August meeting. Chris will send a letter to the Board Liaison.*

*Next scheduled meeting: August 29, 2013 at 5:15 p.m.

- I. **ADJOURNMENT** – **The meeting adjourned at 5:50 p.m.**

The undersigned hereby certifies that he 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 August 29, 2013.

ODYSSEY CHARTER SCHOOL, INC.

A Florida not-for-profit corporation

By: _____

Approved By

Date

8/29/13