



**Minutes of the Regular Meeting of
Odyssey School of Denver Board of Directors
Wednesday, August 16, 2017
4:00 to 6:00 pm in the PD Room**

AGENDA ITEM	MINUTES
1. Call to Order	The meeting was called to order at 4:04 p.m.
2. Roll Call	Ami, Brian, , Emily, Illana, Marnie, Marshelle, Tracey, Heather, Corey, Andrew, Jason, Christina, Justin (by phone)
3. Motion to Approve and/or Amend Agenda	Motion to approve by Andrew, Ami 2 nd , passed with all 5's
4. Public Comment	N/A
5. Approval of Minutes	Action Item: Corey moved to approve minutes of 6/15/17 annual meeting and Jason 2 nd . Passed with all 5's.
6. Board Commitment and Sunshine Laws Recap	All meetings with 3+ directors need to have 24 hour public notice, it gets posted to the bulletin board and the web site. Emails can become an open meeting when a discussion starts. Meetings are public – unless we go into executive session. All of our records are open records and email is public record.
7. Executive Director Updates	<ul style="list-style-type: none"> • 233 students (1 opening in 7th grade) • Adventure Campaign (\$31,894) • CMAS/PARCC data discussion in small groups looked at the data (notices, wonders, exploring) What have we done? <ul style="list-style-type: none"> - New positions (Reading specialist) - Using new data system and tools - Change in literacy practice (skills block) - Math for MS is going to have 90 minutes of math instruction M-Th and 45 on F
8. Finance Committee Updates	<ul style="list-style-type: none"> • The audit is not done yet • The committee is still looking at where to assign the surplus • Working on process issues with the new accountant • Working on a deep dive for vehicles for the replacement cycle
9. Executive Director Goals	<ul style="list-style-type: none"> • Review the current goals • Focus on the student achievement goal will help us have meaningful shared goals tied to multi-systems support • How does the role of Jason (Assistant Executive Director) support the individual and school goals • 4 Pillars of support for goals: Facilitated planning, observations and feedback sessions, MTSS, evaluation • We are leaning on EL to help us think through expedition, we are credentialed.



	<ul style="list-style-type: none"> • Discussion about EL and mentor school. Next step: Check in on mentor school status in January/February to make decision about applying • We are currently treated as a mentor school • How does the board track the things outside the goals? • Next Step: Ami, Marnie and Brian will come back to the next meeting with metrics tied to the goal
<p>10. Executive Director Evaluation Framework</p>	<p>Changes:</p> <ul style="list-style-type: none"> • July 1- May 31 is the timeline for evaluation • Board chair and the past chair will take the evaluation lead on 4/6/10 month schedule • Core competencies will be tied to job description <p>Action Item: Illana moved to adopt the proposed the Executive Director Evaluation Framework, as amended. Corey 2nd. Passed with all '5's</p>
<p>11. Committee formation & assignments</p>	<ul style="list-style-type: none"> • The defining success committee needs clarification • All committees will provide goals tied to board presentation • The board needs to be intentional about recruiting to committees, that recruitment committee members in consultation with the board chair • The committees have autonomy to get information and input from outside expert <p>Action Item: Justin, Marshelle, and Corey appointed to finance committee. Andrew moved, Corey 2nd, passed with all 5's</p> <p>Action Item: Development committee established as a standing committee of the board, passed with all 5's</p> <p>Action Item: Ad hoc Defining Success Committee formed for this year. Illana moved, Marshelle 2nd, passed with all 5's</p> <p>Action Item: Ad hoc Compensation Committee formed for this year. Illana moved, Jason 2nd, passed with all 5's</p> <p>Action Item: Executive Committee made standing committee of Board. Corey moved, Tracey 2nd, passed with all 5's</p> <p>Action Items All members appointed to remaining committees per the attached board materials. Jason moved, Ami 2nd, passed with all 5's.</p>
<p>12. Adjournment</p>	<p>Andrew moved to adjourn, Marshelle 2nd, passed with all 5's. Adjourned at 6:02</p>



Odyssey School of Denver
6550 East 21st Ave
Denver, CO 80207

ACTION ITEMS

1. June 15 Annual Meeting Minutes approved
2. Executive Director Evaluation Framework adopted.
3. Development Committee and Executive Committee made standing committees of Board.
4. Compensation and Defining Success Committees made ad hoc committees of board.
5. Members assigned to committees.

Cherhua Calderon

Board Secretary

9/20/17

Date

Our Mission: Odyssey School of Denver is a diverse, public, K-8 Expeditionary Learning school. We teach students how to learn through a focus on academic achievement, critical thinking and social responsibility, preparing them for high school and beyond.

Our Vision: Odyssey School of Denver students will:

- Take risks and innovate;
- Lead with integrity and compassion;
- Be civically and socially engaged;
- Push themselves to exceed expectations; and
- Embrace learning as a life-long adventure.

Board Responsibilities: We ensure Odyssey’s compliance to its contract with the Denver Public Schools, set and monitor the implementation of school policies, manage the school’s annual budget and financial planning, and hire and evaluate the performance of our school’s Executive Director.



ODYSSEY SCHOOL OF DENVER					
Draft 2017-18 Board Committee Assignments as of 8/13/17					
	<u>Finance</u>				
Chair:	Justin				
Members:	Corey				
	Marshelle				
	<u>Development</u>				
Chair:	Christina				
Members:	Tracey				
	Emily				
	<u>Defining Success</u>				
Chair:	Jason				
Members:	Illana				
	Heather				
	Keith				
	<u>Compensation</u>				
Chair:	Andrew				
Members:	Corey				
	Ami				
	<u>Calendar</u>				
Member:	Brian				
	<u>Executive</u>				
Chair:	Brian				
Members:	Christina				
	Andrew				
	Justin				
	Jason				