

**The Odyssey School
Meeting of the Board of Directors
January 16, 2013**

Board Attendees: Alicia Economos, Jon Exall, Marcia Fulton, Andrew Mohraz, Rufus Nagel, Illana Poley, Jason Shiroff, Justin Silverstein, Erin Wilhoite, Eric Williams

1. Approval of Minutes

In an effort to expedite the release of approved Board minutes, the Board will be reviewing the Board minutes by email and taking a vote by email to approve the minutes. Last month, the Board reviewed the minutes from the Meeting of the Board of Directors on December 19, 2012. On December 21, 2012, motion to adopt the minutes by Andrew and seconded by Justin. **Motion approved** on December 28, 2012.

2. Marcia's Updates

- *School Accountability Committee.* As one of its four meetings during the year, the SAC met earlier today. Chris is the Board's representative. On a broad level, the SAC is focusing its efforts on four areas: (1) academic progress, (2) safety protocols and procedures, (3) resource allocation, and (4) cash and community. Its work includes auditing and understanding policies and procedures in each area, and proposing new policies where it perceives gaps. There are two working SAC working groups looking at: (1) a framework for assessments in the school and tools for learning, and (2) addressing school safety. On school safety, the SAC intends to bring to the Board an insert for the parent-student handbook regarding body-to-body conduct at school. This group will also develop a broad approach for how to prevent such conduct as well as to develop a handbook for school volunteers.
- *Facility Safety.* The school had DPS security officers perform an audit of building safety. Now, the school's doors lock at 8:15 am and are locked during the school day. The school is purchasing an additional buzzer for the administrative office to allow for easier monitoring of the doors. The school also purchased an additional buzzer for Kaleidoscope in the cafeteria.
- *Safety Protocols & Practices Regarding Student Safety.* The school has worked closely with the District to ensure that the school has an appropriate safety/crisis plan. The school and DPS are comfortable that the right supports are in place.
- *Fundraising.* The school will run a site seminar for the national EL network on February 13-14. Enrollment is full with a waiting list.

- *ELO Grant.* The school did not get this blended learning grant from the Colorado Legacy Foundation. There may be additional opportunities for Odyssey. People did learn more about Odyssey through the application process.
- *Technology Matching Grants.* Jason, Liza, and Corey went to a Morgridge Conference involving Kahn Academy. Each participant is eligible for a \$1,000 matching technology grant.
- *Enrollment Update.* The school is estimating a high number of sibling preferences for Kindergarten next year (between 19 and 20). Some of these preferences will qualify for FRL. We will have 4-5 new students drawn from the lottery. There is no data yet for 5th grade enrollment, but several students may go to DSA.

3. Balanced Budget Review

Heather L. did the heavy lifting in developing the balanced budget models. Justin presented the four scenarios that create a balanced budget and accommodate a merit-based compensation system.

The three moving parts in the models are: salary raises, expenses, and class size. The key is to try to reflect the preferences as identified in the Board and Staff survey results. On class size, the trends showed no interest in moving class size above 26. The goal is to achieve a balanced budget for FY2014 (2013-14 school year) and FY2015 (2014-15 school year). All revenue is constant, and the models rely on educated guesses about PPR funding increases.

Scenario 1. If a teacher is below his or her respective target, the scenario allows for up to a 5% maximum increase over the two years and a 2% increase after that. (Best educated guess about where teachers might be over time.) No cut in expenses. Move to 26 students per classroom in FY2014 except for 8th grade (which would happen in FY2015). A new bus is purchased in FY2014, 16 and 18. Targeted raises occur in FY2014 and 15, and the model allows many teachers to achieve target salaries. If at a target salary, then a teacher also gets COLA adjustments. Salary targets remain constant. Gets the school to a balanced budget for FY2014 and 15, including a \$20,000 new bus in 14. Surplus in both years. But then a deficit starts for the out years (like the other scenarios).

Scenario 2. Salary raises are a little less: 4% in first year and 5% in second year. Not all teachers get to his or her respective targets. No reduction in expenses. Move to 26 students per class except for K/1 and 8th grade. K/1 remains at 25 and 8th grade goes to 26 students per class in FY2015. The numbers are not significantly different than scenario 1.

Scenario 3. Stay at 25 students per class. No expense cuts. 2% salary increases. Fewer teachers get to respective target.

Scenario 4. Salary at 3% in FY2014 and 15 followed by a 2% increase after that. Cuts in expenses (\$16k). Class size at 25. Can get to black in 2 years, but loss in fund balance is larger.

These models are informational. There will be additional data next month. This work will be used in helping the Board craft and approve a budget in May. The Board will solicit staff and parent input as needed.

The Board discussed that the Staff has not had an in-depth discussion about the implications of these models. Staff Council will set aside some time on February 7 to discuss these issues and Board representatives will be present to be part of the discussion.

4. Committee Discussion

Board members are reminded this is a working board. Members need to review committee rosters and be involved in at least one committee. Follow up with Peter where can add value.

Finance. Some additional revenues have come in, so we have closed the gap. \$20,000 came in from the League of Charter Schools.

Accountability. Eric has taken over the Accountability Committee. Accountability Plan needs to be reviewed and the committee will bring proposals back to the Board. Surveys go out in the spring (which provide data for the Accountability Plan), so timing of the review is key.

Development. Erin and Nilmini met with Jackie regarding major donor work. In an effort to create more ongoing communication, the committee is looking to hold a major donor cocktail party to thank major donors (\$500 or above, inclusive of the auction, annual campaign, and adventure program) and inform them regarding how dollars are being used. Marcia and the Board will attend to create accessibility discuss financials. Hope to have a student or alumnus present. Also, the committee is looking to schedule a State of the School event, likely to be at 6:00pm after the Board meeting on March 20th. Marcia and the Board will give an overview of the work at the school. Audience will be the full school community. The intent is to post a video of the event on the website. The committee is also discussing putting out a quarterly e-newsletter containing video to provide updates on the Board's work. The committee is also looking at other revenue generation opportunities (perhaps speakers, home tours, fun run) and the possibility of establishing giving levels in the school.

Governance. The governance committee will come back to the Board next month with proposals for Board member evaluation and Board recruitment.

5. Clarification and Discussion of Board Composition

Board terms for Justin, Heather L., and Andrew have expired. Based on the Bylaws, each of their terms is extended automatically through July based on their officer positions. The Board will need to vote on second terms for each one of them in April or May.

Because Peter will remain on the Executive Committee next year as the past chair, the Board discussed whether to have an election for another parent representative this year. The Board agreed to hold an election this spring instead of holding an election for two representatives in spring 2014.

Approved on 27th day of January 2013 by:



Peter Sherman
Board Chair