



**Minutes of the Regular Meeting of  
 Odyssey School of Denver Board of Directors  
 Wednesday, November 16, 2016  
 4:00 to 6:00 pm in the PD Room**

AGENDA	MINUTES
1. Call to Order	Meeting called to order at 4:03 pm.
2. Roll Call	In attendance: Andrew Mohraz, Jason Fritz, Tracey Schaffer, Corey Goodrich, Heather Metz, Ami Desai, Christine DeLeon, Illana Poley, Brian Moore, Marnie Cooke
3. Motion to Approve and/or Amend Agenda	No motions were made to amend the agenda. Brian made a motion to approve the agenda as posted; Ami seconded the motion. Motion approved.
4. Public Comment	No public comment.
5. Approval of October 19, 2016 Regular Meeting Minutes	<b>ACTION ITEM:</b> Jason made a motion to approve the October 19, 2016 Board meeting minutes; Tracey seconded the motion. Motion approved.
6. Executive Director's Update	Marnie provided updates on: - Site seminar took place last week with 58 attendees from around the country. Survey data appears overwhelmingly positive. - Student-led conferences took place. Post- conference survey created by instructional leadership team distributed to families, which yielded 87 replies. Survey purpose was to assess evidence of authenticity, craftsmanship, and complexity through student work. - Part-time paraprofessional for 4/5 crew has been hired.
7. Finance Committee Update	Jason provided updates on: - Budget, which is now slightly positive. - Holiday bonuses for staff already budgeted. - Work with Development Committee on defining 100% / \$100,000 goal. <b>ACTION ITEM:</b> Brian made a motion that the Board of Directors of Odyssey School of Denver hereby accepts the audit report of all funds as of June 30, 2016, as provided by Swanhorst & Company LLC independent auditor; Ami seconded the motion. Motion approved.
8. Colorado Gives Day (December 6, 2016)	Colorado Gives Day is December 6th. Reminder to the Board about donating to the Annual Fund. Board will gather at 7:30 pm on December 6th to distribute flyers to families.
9. Development Committee Update	Marnie provided an update on:



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	<ul style="list-style-type: none"> <li>- Development Committee will discuss a fundraising policy and bring a policy recommendation to the Board.</li> <li>- Development Committee will make a recommendation to the Board as to the definition of participation for purposes of the fundraising goal.</li> </ul> <p><b>ACTION ITEM:</b> Brian made a motion to ask the Development Committee draft a Development Policy for the Board’s consideration at a future meeting and to define an annual fundraising goal for this school year; Corey seconded the motion. Motion approved.</p>
10. Discussion of Fundraising Policy	Per the discussion above, the Development Committee will bring a recommended fundraising policy to the Board.
11. Governance Committee Update	<p>Brian provided an update on:</p> <ul style="list-style-type: none"> <li>- The committee circulated a summary of inputs received on various governance issues. Family Council will provide input at its meeting tonight. Staff Council will be providing input later this week.</li> <li>- The committee remains on track to make recommendations to the Board next month.</li> </ul>
12. Executive Director Hiring Committee Update	<p>Illana provided an update on:</p> <ul style="list-style-type: none"> <li>- The ED job posting is ready to go live and will be officially posted tomorrow. The posting will remain open through November 30th.</li> <li>- The committee will be reviewing applications on a rolling basis to assess follow-up screening interviews.</li> <li>- The committee intends to bring to the December Board meeting a list of finalists for in-person interviews.</li> </ul>
13. Executive Director Performance Evaluation Framework	<p>Andrew circulated a revised version of the Executive Director Performance Evaluation Framework based on feedback from the October Board meeting. Discussion on the draft. Agreement to circulate final version to the community.</p> <p><b>ACTION ITEM:</b> Andrew made a motion to adopt the Executive Director Performance Evaluation</p>



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	Framework for the 2016-17 school year; Brian seconded the motion. Motion approved.
14. Executive Session: Personnel Matters (C.R.S. § 24-6-402(4)(f)) (Executive Director Evaluation)	Andrew made a motion to enter Executive Session under C.R.S. § 24-6-402(4)(f) for the purpose of discussing personnel matters in the form of the Executive Director interim evaluation; Brian seconded the motion. Motion approved. The Board entered executive session at 5:20 pm and exited executive session at 6:03 pm.
15. Adjournment	Tracey made a motion to adjourn the meeting; Ami seconded the motion. Motion approved.

**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.

Board Chair

December 21, 2016

Date