Meeting of The Odyssey School Board of Directors
Wednesday, February 19, 2014
4:00pm - 6:00 pm
Professional Development Room

In Attendance:
Board Members - Christina Carlson / Jason Fritz / Marcia Fulton / Chad Harman / Heather Lamm / Jon Liu / Andrew Mohraz / Nilmini Senanayake Hecox / Peter Sherman / Jason Shiroff / Justin Silverstein / Erin Wilhoite / Eric Williams

Erin Miller
Kendra Padgett

Approval of Board Minutes

In an effort to expedite the release of approved Board minutes, the Board has reviewed the minutes by email and taken a vote by email to approve the minutes from the February 19, 2014 meeting of the Board of Directors. Motion to adopt the minutes of by Jon Liu and second by Erin Wilhoite motion approved on March 19, 2013.

AGENDA:

4:00-4:05
Welcome & Public Comment – No Comment

January Board Meeting Minutes Approval
   Motion to approve January minutes Andrew Mohraz. Motion to approve seconded by Heather Lamm

4:05-4:20
Executive Director Update

Working on enrollment for the fall 2014 -2015 school year. There are 230 kindergarten applicants and 147 6th Grade applicants.

Biggest consideration is gender preferences. There are 11 boys with preference in the 2014-2015 kinder class.

Marcia has reached out to multiple sources with little success. May need to work with legal counsel to gain greater clarity on the issue and how the school might possibly support gender balance in each class.

Staff has begun Park Testing and understanding the implementations of test results. March 11 assessment testing start up for middle school.

TCAP science is coming off the indicators and the focus is moving to performance status, growth and proficiency. PARK testing will incorporate science this year and included again in the 2015 TCAP. Science is not being included this year as the standards are changing.

Spring conference signup is out.
Will get feedback from parents in parent survey on how the sign up process went.
The school is applying for a $15K grant from Anchutz Family foundation for K1 funding.

2014-2015 School Calendar Review
Need to submit calendar to DPS on April 1.
Erin, Marcia and Elki took on the drafting of the initial calendar. Their focus was to achieve and exceed the required contact days and hours with DPS contract requirements before factoring in camping hours. The calendar was present to the executive committee the week before with its initial presentation to the full board in this meeting. With an Aril 1 deadline to meet for our DPS contract the full board has not had more than this initial opportunity to review the calendar.

With all of the other board strategic objectives, a calendar committee was not formed this year. It was brought up that we need to consider forming a calendar committee to address the calendar more holistically and to make sure the calendar is meeting the needs of student, families and the staff of Odyssey.

A big consideration is how do we stay as close to the DPS calendar while still supporting our school and student needs.

DPS Contract Requirements: 168days/968hrs (elementary)/1056 hours (MS)
Historically we have had to include camping time into contact hours in order to meet our contract requirements for MS.

Calendar Considerations (prior to discussions with Staff and Families):
Starting a full week earlier than DPS and two days earlier than last year:
Extended day
Looking at these two options to impact contact days and hours prior to factoring in camping hours.

Options around extended time: provide time for skill blocks, teachers to fulfill lesson plans.

If the school proceeds with the Carmel Hill Grant, additional time could support meeting the requirement for independent reading every day.

Starting earlier could provide time for assessments and students to start digging into content earlier in the year. Middle school gets headed out on camping trips earlier in the year, allowing for more time in school.

Need to dig deeper into what a calendar looks like that supports the needs of the school. Need to form a Task Force to identify best practices, what are we doing well, where could we improve?

Last year parents were pushing for longer days and school year. Perception is Friday half day is challenging for parents. Competiveness in middle school vs DSST and McAuliff is another issue.

Next step: Staff Council will review the calendar and provide feedback. Family feedback will be needed prior to the March Family Council meeting to meet the
deadlines for publishing the calendar. Suggesting breakout sessions to support family schedules and feedback (morning and afternoon sessions).

It is the board's consensus to proceed with the calendar as proposed and to seek out feedback from staff counsel and family counsel.

4:35-4:45

Budget Update (summary under separate attachment)
Form 990 - went out. No action required.
The budget for the 2014-2015 school year currently has a $55K to $60K funding gap in funding that needs to be addressed.
Marcia is producing 3 to 4 plans to balance the budget. The board and staff will vet plans to balance the budget in March with a final 2014-2015 budget in April.

4:45-4:55

Family Council Update/Breakout Sessions
- Parent Rep Policy under Review by FC
  - Andrew complete redline document. Best efforts to have family council and staff interview of community member.
- Feb 19 FC Breakout Session
  - Succession Plan Review
    - Heather and Erin will walk Family Council through the plan
  - Parent Rep Election
    - Need to get this process moving forward. Board will need to support Family Council for this first parent election to be managed by the FC.

4:55-5:00

Board Recruitment

Parent rep position coming up and a Community member opening
Need to identify candidates that are interested in flow onto the executive committee. There has been limited turn over in executive team members.
Nomination Form on Google docs
Wonders: Bring an external educator onto the Board – Need to think of schools we think highly of and look to recruit potential members. Someone with strong communication skills is also needed.

5:00-5:10

Accountability Committee Update – SAC and Board Accountability Committee
- SAC: ongoing assessment of school against Accountability Plan, drafting surveys, surveys to go out end of March

- Board Accountability Committee: revising existing Accountability Plan for BOD, Staff Council, FC & SAC review and approval

Ensure all accountability reviewers are looking at the same document. Need to review with committee and staff counsels.
Good feedback from family members on the committee. Primary focus: closing the achievement gap, strong sense of community and character, defining focused and measurable outcomes.

5:10-5:20
Succession Plan Update

- Staff Council Review & Feedback
  - Erin, Marcia, Heather met with Staff Council.
  - Composition of hiring committee needs to be balanced. At least 2 staff members, 1 family and 2 board members.
  - Roll of EL. EL should have input but not necessarily required participation.
  - Questions on how we would place the interim leadership team in an emergency search. It depends on the situation at the time - who on staff has the time and ability to support this need. Won't be able to predict this - will need to remain fluid.

- Next Step: FC Review (Feb 19 FC meeting)
- Synthesize feedback, create final version, move to a vote at March Board mtg (or before)

5:20-5:30
Development/Fundraising

- Sturmg Kinder Funding replacement targets
  - Anschutz
  - $5,000 anonymous donation. Pursue matching dollars.
  - Eric Williams has strong lead at the Dell Foundation
- Additional fundraising opps (Gates/Lake County, other family foundations, matching grant opportunities)
  - Lake County Turnaround District. Gates interested in tapping into Odyssey’s Model EL School status for coaching, labs, site seminar. Submitted proposal to Gates. Awaiting next steps.
  - Janus Fund learning grant. Requesting allocation over two years. $75k. Marcia working with Christina to submit required documents.

- Auction
  - Save the date at Hanger 61. Also mailing invitations. Hoping to improve attendance and participation.
  - Online auction site - Christina and Heather will contact Hand Bid for a quote on the cost. Could increase auction revenue significantly.

- Major Donor Thank You Party
  - Thursday, Feb 20. Approximately 40-45 attendees expected.

5:30-5:40
Odyssey Website Update - Jon Liu/Illana Poley
Current site is not functional as Elki’s laptop crashed and the software needed to update the site is no longer functional. Team has decided to accelerate the new website build vs. reestablish access to an outdated site. Big push on content - more concise, site should be easier to navigate.
Potentially use a phased approach to launch in order to get the new site launched earlier.
New site will be far more user friendly.

5:40-5:50
Additional Committee Updates:
• Development – see above (Nilmini)
• Governance – Governance Document review; Bylaw Review (Andrew)
• Accountability – see above
• Communications – website update above (Ilana)
• Finance – see above (Heather)
• E.D. Succession Planning – see above (Heather)

5:50-6:00
Committee Meeting Time

Approved on 20th day of March 2013 by,

Erin Wilhoite
Board Chair