Meeting of The Odyssey School Board of Directors
Wednesday, May 21, 2014
4:00pm – 6:00 pm
Professional Development Room

Attendance: Jason Fritz, Marcia Fulton, Chris Herndon, Heather Lamm, Jon Liu, Nilmimi Senanayake Hecox, Jason Shiroff, Justin Silverstein, Erin Wilhoite, Eric Williams, Illana Poly

Also in Attendance: Kendra Padget / Becky Herlinger / Miriam Frick (parent)

Welcome & Public Comment
No Comments

Approval of the Minutes
The Board reviewed the minutes from the Meeting of the Odyssey School Board of Directors Wednesday, May 21, 2014 and voted via email. Motion to approve the minutes Justin Silverstein, motion second by Heather Lamm. Minutes Approved.

Executive Director Update:
Tornado Drill – Kids did great. Released kids 2:45-3:00. Again no issues
Who is Odyssey document – Family Council is not meeting tonight. Erin to follow up directly with families.
Spring Adventure trips are underway. There was an issue on the 7th grade canoe trip – trailer tipped over in high winds. Need to review future of canoe trips, as there have been several issues over the years with equipment.
June 6 is 8th grade graduation
End of year celebrations, crews have not been winding down. There has been a lot of work going on with Passages and end of year projects.
The hiring process to replace Jeanne is under way -- candidates are coming through. The expectation is there will be gaps for candidates and there is an on boarding process to bring new teachers up to speed.

Marcia’s Transition
The community’s initial reaction has been embracing Marcia’s transition.
The initial family forum went well. Questions about the process and timing. The succession plan is in place and details are being worked out. Who Is Odyssey will be a big component of the transition process.

Finance Committee Update:
April 2014 Financials; 2014/2015 Budget Review & Vote
There is $20,600 surplus projected for end of the 2013-14 year. PPR supplemental was a contributing factor. Annual Campaign raised $46,830 year to date. The auction estimated income is $20,000. This is down from past years. Need to dig into some of the factors.

Proposed Budget – The combination of the PPOR and Grants are currently delivering a surplus of $61,000 without the purchase of a new bus. Discussions regarding potential expense cuts have been put on hold, as current budget reflects a surplus. Board has agreed to place budget surpluses to the
reserve fund. Budget considerations for 2014/2015 are the charter renewal and expenses associated with sourcing and hiring a new director. May have to invest in both – decisions will be made when necessary and with full Board input.

Motion to approve the 2014-15 budget Justin Silverstein; motion seconded by Chris Herndon. Motion Approved.

**Development Committee Working Session**
Where do we put our efforts in fund raising? This will be a question to discuss during the retreat.

Need to drill down into the metrics of the auction for next board meeting: number of attendees, number of items, price points of items and number of families. It would be helpful even if we have anecdotal detail, to compare to previous years.

**Board Recruitment Update**
The board is seeking candidates with backgrounds in education. Currently there are four candidates under consideration. The candidates seem to not have direct, in classroom teaching experiences. Additionally we need candidates that are true community members. Nilmimi, Illana and Marcia know of potential candidates. Erin will follow up with with making contact with the potential candidates.

**Odyssey Branding Update – Jon Liu & Deva Montalbano**
Will be complete before the end of school year – will rollout during new school year, with first implementation in school registration communications. Committee comprised of two groups of students, teachers and parents Students understand values – difference between class and crew Denver in the name creates a sense of place - Odyssey School of Denver (recommend dropping “The”) Tag Line: Leap in, Get Stuck, Push Through Start looking into collateral. Need a list of need to have and nice to have. Look for big impact item before the start of the next school year. How do show that we are more than the camping school? How do we launch this? How does this fit within the work the Board, Staff and Families will be doing around Who Is Odyssey? Potentially a way to launch this work?

**Who Is Odyssey Facilitator Selection & Recommendation; Next Steps**
Facilitator- Erin has talked with board, teachers and parent counsels. There is consensus on needing and engaging a facilitator. The Board has recommended hiring Maro Zagoras as facilitator, who comes recommended by multiple contacts who have worked with her. Maro will work with the board reps (staff, parent and community reps, plus Marcia, Who Is Odyssey project lead and facilitator) to initially frame the conversation and the scope of work. Once Scope of Work is agreed upon. It has been noted that her style can feel abrupt. This is often an attempt to keep within the established framework and insur that all interests are equally represented throughout the process (that there are no allegiances or pre-determined agendas). Estimate for her time is $10,000, $7,500 will come from this year’s budget and $2,500 in next year’s budget.

Illana Poley, community rep, will lead this work for the board.

**Succession Planning Discussion: Ongoing Communications & Next Steps**
Marcia and Board have reached out to community: letter from Marcia (school & external friends of Odyssey)/ letter from Board (school and external friends of Odyssey) / parent forum / staff forum
Website will be the repository for all information throughout this process. How do we get ALL families engaged in the process? Meetings in multiple places and time to accommodate families was helpful when the school was considering it’s move from Westerly to Phillips. This should be considered within the Who Is Odyssey and Exec Director search processes.

Online component

Need to keep the conversation constructive.

Facebook page

Encourage people to be involved

Create energy

Next Steps – need to formulate search committee

Retreat – nomination process for who will represent the board on search committee.

Current tone of the community – so far, seems appreciative of the communication / sad but congratulatory for Marcia / curious what the process will look like, how quickly it will start

Thursday Folder link to plan / FAQs / contact information for Heather and Erin.

Family Council Update
No family council meetings until the next school year.
Jen Stefanacci has been elected as the incoming family representative.

Committee Meeting Time

Approved on 18th Day of June by:

Erin Wilhoite
Board Chair