

Odyssey School of Denver Board of Directors
Wednesday, April 17, 2024
4:00 - 6:00 pm

Remote access:

<https://us02web.zoom.us/j/89860263427?pwd=SG5ybGd1c3hpdTBXUDdEL0treXV1UT09>

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| 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: <ul style="list-style-type: none">• 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. |

1. Call to order - 4:02 pm
2. Roll call & acknowledgments of conflicts of interest
 - a. Present = Amanda Brown, Juana Rosa Cavero, Alison Hadden, Kelley Krupicka, Travis Haley, Laurel Lenz, Ryan Lally, Dawn Loge, Keri Melmed, Kathryn Martinez, Alicia Smith, Kaylie Titus.
 - b. Absent = John Brewer, Nadja Cockrell, Theodosia Cook, Caitlin Vaughn Sekar.
 - c. No conflicts
3. Approve agenda - Amanda moves, Laurel seconds, passes
4. Approve February minutes - Kelley moves, Amanda seconds, passes
5. Public comment - Becky Bechthold
6. ED, Board Committee and Council Updates
 - a. ED update
 - i. Third grade recently held an Exhibition Day for families and school to share their learning on the water expedition.
 - ii. Hiring updates - 9 positions. Two are new positions.
 1. Adventure Director, 2nd grade, 3rd grade, 5th literacy and math filled.
 2. Adventure coordinator = initial interviews, Art = final interviews; Mental Health Provider = Offer out.
 3. Salary lower than DPS; thus some candidates declined offers.
 - iii. Discussion of exit interviews and procedures.
 1. Since last year, Elki has been interviewing and is charged with reporting the results.
 2. Need to follow up on results from these interviews.
 - iv. Discussion of the process for setting and adjusting salaries for staff. Salary ranges are posted on the website.
 1. Kathryn recommends that moving forward the finance committee should revisit scale in September to ensure Odyssey scale stays within range that DPS is paying.
 - v. Enrollment for 2024-25; 315 of 318 seats have been accepted.

1. Two K seats are reserved by DPS until the start of school.
2. Middle School enrollment projections and planning for 2025-26.
 - a. Survey to families of current 4th graders - 77.1% of 35 respondents indicated they currently intend to continue at Odyssey for 6th grade.
 - b. Laurie Premer, DPS Director of Enrollment Services, will join an upcoming board meeting (likely would start early, e.g. ~4:05 pm).
- b. Finance Committee Update
 - i. Carol (school CFO) joined the meeting and walked the board through financials.
 1. Projected year end fund balance to increase by ~\$139,991.
 2. This change was due to the delay in purchase / receipt of buses to August. Thus, the earmarked funds will be used to purchase buses from next year's budget.
 - ii. Budget resolution and auditor approval resolution-
 1. Discussion of budget for next year and projected budget for following years.
 2. Shared resolution. Vote to approve.
 3. Laurel moves, Keri seconds, passes.
- c. Development Committee Update
 - i. Auction grossed \$77,000. Now closer to \$75,000.
 - ii. Expenses are at \$29,000 (\$9,000 over budget).
- d. Equity working group
 - i. Dawn shared the second draft of the equity statement.
 - ii. Board members completed a survey with feedback/comments on the statement.
- e. Executive Committee Update
 - i. ED hiring
 1. Mike Richie from HYA.
 2. He has met with focus groups over the last few days. Good feedback but "lowish" participation.
 3. Survey has only 45 respondents thus far. Target goal is 100.
 4. Currently 14 applicants submitted, +5 in progress.
 5. Plan to have 7 candidates for the committee to interview. Will share these and the recommendations with the board on 04/23.
 6. The committee will interview all candidates on 04/25-04-25.
 7. May 6 = candidates will interview at school
 8. May 7 = board will interview and select 3-4 finalists.
 9. May 15 = target for announcing the new ED (who will start in the summer).
 10. Discussion of board interviews and interview questions.
 11. Board members should email suggested questions to Laurel by April 26th.
 - ii. Board recruitment
 1. There have been five applications received thus far.
 2. Four of these have scheduled interviews with Kathryn and Laurel
 3. Notes from the interviews will be shared along with candidate applications in the applicant folder attached to the 04/17/2024 meeting agenda materials.
 4. Board members should review materials and interview notes in preparation for voting at the next meeting.
6. Other Board Business
 - a. Grievance resolution process is ongoing. Resolution response will be given to respective parent by tomorrow.
 - b. No action needed on letter to board regarding insurance.
7. Agenda Items
 - a. Next regular meeting is May 15. Will be in person/hybrid.
 - b. Discussion of expectations for the board membership.
 - c. Continue discussion of rising 6th grade / MS enrollment at the July retreat.
9. Adjournment
 - a. Amanda moves to adjourn. Ali seconds. Passes.
 - b. Meeting adjourned at 5:30 pm