

Odyssey School of Denver Board of Directors
Wednesday, October 16, 2024
4:00 pm - 6:00 pm

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
 - a. Alex moves, Jeff seconds. Passes
2. Roll call & acknowledgments of conflicts of interest
 - a. Present = Alex Hannum, Travis Haley, Kelley Krupicka, Ryan Lally, Patrick Lane, Laurel Lenz, Dawn Loge, Pete Martinez, Kelly McLeod, Keri Melmed, Melia Repko-Erwin, Caitlin Vaughan Sekar, Alicia Smith, Emily Wheat, Jeff Williams.
 - b. Absent = Amanda Brown.
 - c. No conflicts
3. Approve Agenda
 - a. Alex moves, Jeff seconds, passes.
4. Approve Minutes
 - a. Kelley moves, Laurel seconds, passes.
 - b. Public Comment - none
5. Board Discussion Items
 - a. Jeff Williams will be joining the board as family representative to take the place of Juana-Rosa, who resigned in September.
 - b. Committee Assignments.
 - i. Kelley will Chair the Development committee.
 1. Members include Travis, Emily, Alicia, Jeff?, Melia?
 - ii. Caitlin will Chair School the Accountability committee.
 1. Members include Melia?, Patrick?, Dawn, Kelly, Alicia.
 - iii. Ryan is chairing the Development committee.
 1. Members include Alex and Amanda.
 - iv. Executive is chaired by Travis
 1. Members include Keri, Caitlin, Laurel, Ryan, Pete (ED).
 - c. Revisit Board goals for the year
 - i. Middle school enrollment
 - ii. Middle school vision
 1. May be a long-term goal beyond the 2024-2025 year
 2. Reframe this to K-8 vision?
 - iii. Additional goals
 1. support of ED to our goals
 2. Continuation of DEI efforts (integration, data, accountability)
6. ED, Board Committee & Council Updates 4:32pm
 - a. ED update

- i. Highlights - recent school activities.
 1. Full enrollment, 318 students.
 2. Concluding crew trip season (K-1 will be overnighing in Gym as last trip)
 3. SLCs last week.
 4. Field work and Middle school clubs.
 5. Family council events - Bingo night, Roll to School Day.
- ii. Areas of refinement
 1. Time and space for crew trip preparations
 2. Cadence for preparing students and instructional priorities.
 3. Supports in place for all students
 4. Students feel safe and supported
 5. Ensuring fieldwork is supported.
- iii. Enrollment update
 1. Oct 1 was "count day" = 318 students.
 2. Thanks to Elki for her extra effort to make sure this happened!
- iv. Staffing update
 1. Posting to hire a Dean of Culture
 - a. Proactive and reactive for culture and for behavior incidents.
- v. Student-led conferences
- vi. EL work plan update
 1. Student survey to collect data on belonging - to be administered by 10/25.
 2. BESS screener
 3. Date to be reviewed by ILT
- b. Middle School Enrollment Update and Discussion:
 - i. Enrollment analysis.
 1. Full enrollment in 5th grade is 40 students.
 2. Full enrollment for 6th grade is 26 students.
 3. In the past, the largest proportion of returning students was 65%.
 4. Held a listening session with 5th grade families.
 - a. Families appreciate small class sizes, that students are known, and the availability of adventure programming and participation in trips.
 - b. Families want to ensure their children are prepared for HS and beyond.
 - ii. Recommendations moving forward
 1. Discussion of three scenarios for MS enrollment cap:
 - a. Cap of 26; some current students wishing to return would be excluded.
 - b. Cap of 27-30; slightly stretch enrollment to accommodate predicted maximum of 5th grade students returning. Might be a temporary solution for just next year.
 - c. Cap of 40; guarantee seat for each student. Planning for this size would require an additional crew and space needs. Thus, necessitating full enrollment.
 2. Questions from board:
 - a. How do special needs get met? - Pete will consider.
 - b. *How do teachers in MS feel about each scenario?* - Pete will survey.
 - c. *When do we need to make a decision?* - Possibility of needing a special board meeting in the last week of October or early November. More info to follow.
 - d. Costs? - Having more students leads to more cost, but also more revenue. And non-recurring items can be accommodated.
 - e. Portables? How much and when?
 - f. Discussion of role change and how that would work in each scenario?
- Add column to worksheet for this?
- c. Staff Council Update:
 - i. Travis attended the last meeting.
 1. Discussion of questions for board.
 2. Intention to continue having a board presence at these meetings.
 - ii. Finance 101 presentation to staff was helpful.
 - iii. Andy Rosen proposed a leadership program for middle school students. This was strongly supported by staff.

- iv. Hallway cleanup discussion - adventure. How to manage.
 - v. Staff council next meets again Oct 24th.
 - d. Finance Committee Update
 - i. September Financial update. Currently projecting a larger one-time deficit at the end of year (\$87,346) due to bus purchases and adding a Dean of Culture.
 - ii. Approval of annual financial statement audit
 - 1. Travis moves, Melia seconds, passes.
 - e. Executive Committee Update
 - i. ED is engaged in coaching with Jane Shirley
 - 1. On-site visits during October.
 - 2. Scope of work was shared with the board.
 - ii. Legal matter related to a past teacher was resolved. This was covered by employment insurance, with a \$5000 deductible.
 - iii. ED evaluation process.
 - 1. Board members should review evaluation documents and rubric. Please contact Travis with any questions or suggestions/discussions of additional goals for the ED.
 - 2. Jane Shirley will receive the evaluation documents as well, to assist Pete in meeting goals and to provide feedback to the board chair.
 - 3. Question about staff input. - A staff survey is administered by Elki and results are reported to the board.
- 7. Wrap Up & Upcoming Agenda Items
 - a. Topics for upcoming meetings
 - i. Next mtg will be a scheduled special meeting for next week to vote on the Middle School enrollment decision and Development committee membership role.
 - ii. Colorado Gives Day is December 10. Can start donations on November 1. Board participation should be 100%.
- 8. Adjournment 6:05 pm
 - Alex moves, Melia seconds, passes.