Odyssey School of Denver Board of Directors
Wednesday, April 15, 2025
4:00 pm - 6:00 pm

<table>
<tr><td colspan="2">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.</td></tr>
<tr><td>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.</td><td>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.</td></tr>
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1. Call to order - 4:06 pm
2. Roll call & acknowledgments of conflicts of interest
    a. Present = Amanda Brown, Paul Cindric, Travis Haley, Alex Hannum, Kelley Krupicka, Ryan Lally, Laurel Lenz, Pete Martinez, Melia Repko-Erwin, Erin Peikin-Sekar, Clarissa Pohlman, Caitlin Vaughan Sekar, Jeff Williams.
    b. Absent = Emily Wheat, Patrick Lane
    c. No conflicts
3. Move to approve agenda
    a. Caitlin moves and Jeff seconds. Passes.
4. Vote to approve March minutes.
    a. Caitlin moves, Jeff seconds. Passes.
5. Public comment
    a. None
6. ED update
    a. Highlights
        i. CMAS testing ongoing
            1. Finishing next week (including makeup)
        ii. Spring crew trips
            1. First grade left today
            2. 7th grade next week
            3. 8th grade, K, 6th in May
        iii. Hiring Season
            1. SPED, 1st grade, 5th grade, Middle school math
        iv. Celebrated Assistant Principal week
    b. Adventure Program update
        i. Consultant started in January, progress to date.
            1. 15+ interviews conducted
            2. Working on an adventure identity statement - who are we and why?
            3. Strategic planning and implementation roadmap
            4. On-site visit - week of April 27
            5. Final deliverables + board presentation (likely at retreat)
        ii. Findings to date

            1. Students are aware of program goals to boost confidence, perseverance, and crew connection.
            2. The program is not in crisis, but due to the growth of the school there is a need to optimize its structure.
            3. Strong foundations in operations, chaperone engagement, leadership.
            4. Priority growth areas:
                a. Role clarity across staff
                b. Proactive vs reactive planning
                c. Consistency in post-trip reflection and transfer to the classroom
                d. Reducing risk
            5. In progress:
                a. Adventure team playbook
                b. Sustainability toolkit (financial + staffing)
                    i. Including partnering with outside organizations
                c. Program evaluation report
                d. 90 day, 1 year, and 3-5 year roadmap
            6. Clarifying the core of the program
                a. Key outcomes
                b. K-8 developmental arc
                c. Integration of learner habits
            7. Leadership investment and development
            8. Goal/takeaway: protect what makes adventure special by building the systems and clarity about the program and what is needed to sustain it at scale.
    c. EL work plan update
    d. March Staff council meeting
        i. Initial stages of planning a master schedule for next year
        ii. Pete updated on enrollment, student numbers, budget, etc.
7. Finance Committee update
    a. Positive change in projected fund balance (projected to be $297,000 vs $256,000 last month.
        i. Driven by staff on leave
        ii. Large reserves will be retained to help fund building modifications to improve the building.
    b. DPS informed the school of a PPR increase to $12,581 per student for 2026-7. This compares to a previous estimate of $12,163.
    c. This increase in revenue pushes back the projected losses for the school from 2027-28 to 2028-29.
    d. Planning for May meeting = final budget approval.
        i. Review the updated 5-year projection scenarios
        ii. Planning for strategies to offset projected losses to balance budget
        iii. Five levers = PPR, expenses, facility costs, fundraising, enrollment numbers
8. Executive Committee update
    a. Board vacancies
        i. 2-4 spots are opening up
        ii. Deadline for applications on May 4.
        iii. Discussion of family representative candidates at May meeting (May 20)
            1. Family council should be discussing this tonight
            2. Family council votes on candidates in May
        iv. Board retreat.
            1. Poll for late June/early July
9. Debrief on the auction
    a. Discussion with auction chair, Katie
    b. Thoughts on the process:
        i. Planning went smoothly
        ii. Live auction was slow (only sold 3 trips), but this kept costs low
        iii. Preparing a document for improvements to the process for next year

        iv. A larger committee next year would help spread the work better
        v. Paddle raise was great
    c. How can the board or school help?
        i. Low number of volunteers/helpers for the auction committee
        ii. Initially a good number of volunteers, but some dropped out
    d. What motivated people to serve on the committee?
        i. Work flexibility is key; availability
        ii. Unclear how to make it more approachable for parents with full-time jobs
    e. Could chunking of tasks be done?
        i. This can be done for “day of” jobs
        ii. Less helpful for getting auction items/acquisitions
    f. What is the most labor-intensive part of the job?
        i. Acquisitions:
            1. Reaching out to donors
            2. Ensuring that donated items are received
            3. Entering information into click-bid system (huge amount of work/time)
            4. Plan for next year is to collect information into a Google document and then have a larger team transfer the information
    g. How to incentivize volunteers?
        i. After school enrichment scholarships for children?
        ii. A club or childcare for children at the time of the meetings.
    h. Continuity - how can the board help to ensure a strong team is in place for future auctions?
        i. Playbook for the committee - to be shared with new members
        ii. Succession planning: Incoming, active, and outgoing committee members
            1. The problem is how to get people to sign on for 2-3 years
            2. Succession planning may be optimal to discuss immediately after the auction
    i. During the debrief period, could there be planning for next year packages to sell at the auction? Would this make it more approachable for people who are soliciting donations?
    j. How to improve the breadth of people who are attending the auction?
        i. Sponsor families for each crew?
        ii. A more casual theme this year was intentionally chosen to boost involvement, but this was not sufficient
        iii. Organize something like pre-gala drinks to get families together.
    k. Why has staff attendance dropped?
        i. No longer required
        ii. Could staff be better incentivized?
            1. Possibility of short-term attendance at auction then a meet up for post-auction drinks, etc.
            2. Staff coming in as a group?
            3. Staff raffle items? Staff send-off before the live auction. Better organization to ensure time commitment by staff is limited.

10. Wrap up and topics for future meetings.
    a. Next month we will need to discuss finance and budgeting levers
    b. New board members
    c. Date for board retreat
    d. Caitlin moves to adjourn, Jeff seconds. Passes.
    e. The meeting adjourned at 5:21 pm.

____ 5/20/2026

Caitlin Vaughan Sekar, Board Chair