



Board of Directors

Leslie Maloney, *President*
Thomas Cole, *Vice President and Treasurer*
Jessicah Nichols, *Secretary*
Sonja White, *Director*
Amanda Larson, *Director*

Wednesday, June 22, 2016, 5:15 p.m.
Meeting Minutes

The mission of Odyssey Charter School, working in partnership with the family and the community, is to help each child reach full potential in all areas of life. Our aim is to educate the whole child with the understanding that each person must achieve a balance of intellectual, emotional, physical, moral, and social skills as a foundation for life.

A. OPENING EXERCISES

- Call to Order & Establish Quorum – *The meeting was called to order at 5:16 p.m. Those in attendance were Leslie Maloney, Thomas Cole, Jessicah Nichols, Amanda Larson.*
- Pledge of Allegiance
- Adoption of the Agenda – *After one item was added to the Consent Agenda, the Oasis Capital Outlay Plan was tabled, the agenda was unanimously adopted under one motion by Amanda Larson; seconded by Thomas Cole.*

B. PUBLIC COMMENT (Members of the public that wish to address the Board must sign-in and will have 3 minutes to speak. The Board will not address the presenter or take action at this time)

C. INFORMATION

D. PUBLIC PRESENTATION

E. MANAGEMENT COMPANY REPORT

1. Legislative Review – *Cindy Gilmore presented a review of the new legislation pertaining to charter schools, which takes effect July 1st.*

F. ADMINISTRATOR REPORT

1. Odyssey Charter School – *Monica Knight and Wendi Nolder reviewed a breakdown of how the combination school is graded and also reviewed their estimated FSA and EOC assessment scores.*
2. Odyssey Preparatory Academy – *Rachel Roberts reviewed a breakdown of how the schools are graded and also reviewed FSA and EOC assessment scores based on their best estimate.*
3. Oasis Preparatory Academy – *Monica Knight presented their estimated FSA and EOC assessment scores for Oasis Prep. Chris Essex spoke about his initial assessment of the school. He is working on putting things in place to focus on math and literacy, along with parent participation to bridge the literacy gap. The Board was also given a School-wide Turnaround Plan for the 2016-2017 school year. Constance Ortiz added that all teachers are in place for the 2016-2017 school year.*

- G. CONSENT AGENDA** (Items below are considered routine and will be approved in one motion. There will be no separate discussion of these items unless a Board Member so requests, in which case the item(s) will be removed from the consent agenda and considered and placed on the Action Agenda) – *Approved under one motion by Thomas Cole; seconded by Jessica Nichols.*

All School Business:

1. **APPROVED:** Approve the Minutes of the Odyssey Charter School, Inc. Board of Director’s Meeting for May 18, 2016 as presented.
2. **APPROVED:** Approve the revised OCS, Inc. Uniform Policy to be in compliance with the Students Attired for Education (SAFE) Incentive Fund.
3. **APPROVED:** Approve the revised Lead Teacher Job Description.
4. **APPROVED:** Approve the Independent Contractor Agreement with The Tech Company for technology services.

Odyssey Charter School Business:

5. **APPROVED:** Approve the 2016-2017 Capital Outlay Plan.
6. **APPROVED:** Approve to reappoint Wendi Nolder as the Elementary Site Administrator for the 2016-2017 school year.
7. **APPROVED:** Approve to reappoint Monica Knight as the Jr./Sr. High Site Administrator for the 2016-2017 school year.
8. **APPROVED:** Approve to designate Rachel Roberts as the Representative to Facilitate Parental Involvement for Odyssey Charter School.
9. **APPROVED:** Approve the revised student fees beginning 2016-2017.
10. **APPROVED:** Approve Summer Camp out-of-county field trips to North Co. Aquatic Center in Sebastian, FL on June 23 and July 21, 2016, the Orlando Science Center in Orlando, FL on June 29, 2016, and Medieval Times in Kissimmee, FL on July 13, 2016.

Odyssey Preparatory Academy Business:

11. **APPROVED:** Approve the Monthly Financial Report for April 2016.
12. **APPROVED:** Approve the 2016-2017 Capital Outlay Plan.
13. **APPROVED:** Approve to reappoint Rachel Roberts as Site Administrator for the 2016-2017 school year.
14. **APPROVED:** Approve to designate Monica Knight as the Representative to Facilitate Parental Involvement for Odyssey Charter School.
15. **APPROVED:** Approve the revised student fees beginning 2016-2017.
16. **APPROVED:** (Added) Approve to change the school hours to 8:05 a.m. to 3:00 p.m.

Oasis Preparatory Academy Business:

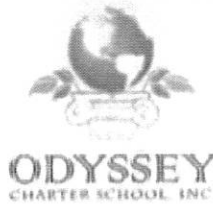
17. **APPROVED:** Approve the Monthly Financial Report for April 2016.
18. **TABLED:** Approve the 2016-2017 Capital Outlay Plan.

Orion Preparatory Academy-Brevard Business:

19. **APPROVED:** Approve the Orion Preparatory Academy-Brevard 5-Year Charter Contract with Brevard Public Schools for 2016-2021.
20. **APPROVED:** Approve to defer the opening of Orion Preparatory Academy-Brevard until the 2017-2018 school year.
21. **APPROVED:** Approve CSP Grant Outreach Plan.

Orion Preparatory Academy-Orange Business:

22. **APPROVED:** Approve CSP Grant Outreach Plan.



- H. ACTION AGENDA (Items for Discussion by the Board)
- I. BOARD DIRECTORS' REPORT
- J. ADJOURNMENT

The undersigned hereby certifies that he/she is a Director and/or Officer of ODYSSEY CHARTER SCHOOL, INC., a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation and the individual charter schools sponsored by the said corporation.

The minutes were adopted by the Board of Directors at a meeting held on August 29, 2016.

ODYSSEY CHARTER SCHOOL, INC.
A Florida not-for-profit corporation

By: *Kathy W. [Signature]*
Approved By

8/29/16
Date

Odyssey Charter School, Inc. Uniform Policy

All Odyssey Charter School, Inc. (OCS) students have the right to a safe, healthy school environment. We believe that our students' uniforms promote school safety, improve discipline, enhance the learning environment, and provide a sense of community and equality. At all OCS schools the following school uniform policy is to be enforced by all stakeholders. Students are required to follow this policy, and failure to do so will result in administrative action for all uniform violations.

Benefits of School Uniforms

The Odyssey Charter School, Inc. Board of Directors requires mandatory uniforms for all students. There are many positive reasons for uniforms, including:

- Uniforms create a sense of school pride and belonging
- Uniforms put the focus on academics, not fashion, because students project a neat, serious, businesslike image
- Uniforms encourage students to express their individuality through personality and academic achievements, not outward appearances
- Decreasing violence and theft among students over designer clothing
- Uniforms create a school environment causing fewer discipline problems because students are not distracted
- Uniforms can be less expensive than everyday street clothes
- Uniforms minimize the visible socio-economic differences between children, and helps reduce peer pressure
- Uniforms eliminate pressure to wear brand name clothing
- Uniforms help school officials recognize intruders who come to the school

Exceptions

1. If a student enters the school after the start of the school year, there will be a grace period of ten (10) school days before being required to wear the school uniform.
2. Students may wear special clothing necessary for a school-sponsored activity, as permitted by Administration.
3. The Site Administrator may waive the school uniform policy on a case-by-case basis for either disability or medical condition. Such requests shall be provided in writing and submitted to the Site Administrator.
4. The Site Administrator shall waive the school uniform policy if the wearing of clothing in compliance with the uniform dress code violates a student's sincerely held religious belief. Such students and parents shall submit a signed affidavit setting forth the religious issues and the requested exemption to the policy. A student may wear religious attire.

Financial Considerations

Students will not be denied attendance at school or be otherwise penalized for failing to wear clothing that complies with the school uniform policy if such failure is due to financial hardship. Parents/guardians should notify the Site Administrator if assistance is needed.

Jr./Sr. High Campus Dress Code Guidelines

1. Students are required to wear full-length solid colored pants, shorts, skirts or skorts. Inappropriately rolling or altering the pants in any way is in direct violation of the dress code. Shorts, skirts and skorts length must be at least mid-thigh.
2. Pants, shorts, skirts and skorts that are too big or too tight for the student, as determined by Administration, are not acceptable and will be deemed in violation of the uniform code.
3. Belts must be visibly worn at all times. These belts must be black or brown and fastened securely at waist level. Pants must be worn at waist level. Loosely worn and lowly worn pants are not acceptable.
4. Students must wear an approved t-shirt, a collared polo shirt or dress shirt. Student shirts must be a solid color and in accordance with the individual schools' uniform guide below. All shirts must bear the Jr./Sr. High School crest logo. An optional sweater vest is available.
5. Any attire, including backpacks, displaying gang related paraphernalia or symbols, profanity or any inappropriate logos or displays are strictly prohibited.
6. Clothing, jewelry, buttons, haircuts, or other items or markings which are suggestive, revealing, or indecent, promotes the use of drugs, alcohol, or violence, or support discrimination on the basis of age, color, disability, ethnicity, gender, linguistic differences, marital status, national origin, race, religion, socioeconomic background, sexual orientation, physical appearance, or on any other basis are strictly prohibited.
7. Any articles of clothing or jewelry that may cause injury including, but not limited to: clothing or jewelry with spikes, sharp objects, hoops, or chains are prohibited. Face or Body piercing must have a clear spacer. Band-aids are not permitted as a substitute.
8. All headgear (hats, scarves, bandanas etc.) are prohibited on school property.
9. Shoes must be closed in the back. Flip-flops, slippers, or high heel shoes are prohibited.
10. If a student chooses or needs to wear a jacket or sweatshirt due to cold weather, it must be a solid color and in accordance with the individual schools' uniform guide below..
11. Students who choose to dress out in P.E must wear a School T-Shirt and Shorts. Students must change back to regular attire before leaving class.

Elementary Dress Code Guidelines for All Schools

All students

- 1.** All students are required to wear full-length solid colored pants, shorts, skirts or skorts. Inappropriately rolling or altering the pants in any way is in direct violation of the dress code. Shorts, skirts and skorts length must be at least mid-thigh.
- 2.** Pants, shorts, skirts and skorts that are too big or too tight, as determined by Administration, are not acceptable and will be deemed in violation of the uniform code.
- 3.** Belts must be visibly worn at all times. These belts must be black or brown and fastened securely at waist level. Pants must be worn at waist level. Loosely worn and lowly worn pants are not acceptable.
- 4.** Students must wear an approved t-shirt, a collared polo shirt or dress shirt. Student shirts must be a solid color and in accordance with the individual schools' uniform guide below. All shirts must bear the School logo.
- 5.** Any attire, including backpacks, displaying gang related paraphernalia or symbols, profanity or any inappropriate logos or displays are strictly prohibited.
- 6.** Clothing, jewelry, buttons, haircuts, or other items or markings which are suggestive, revealing, or indecent, promotes the use of drugs, alcohol, or violence, or support discrimination on the basis of age, color, disability, ethnicity, gender, linguistic differences, marital status, national origin, race, religion, socioeconomic background, sexual orientation, physical appearance, or on any other basis are strictly prohibited.
- 7.** Any articles of clothing or jewelry that may cause injury including, but not limited to: clothing or jewelry with spikes, sharp objects, hoops, or chains are prohibited. Face or Body piercing must have a clear spacer. Band-aids are not permitted as a substitute.
- 8.** All headgear (hats, scarves, bandanas etc.) are prohibited on school property.
- 9.** Shoes must be closed in the back. Flip-flops, slippers, or high heel shoes are prohibited.
- 10.** If a student chooses or needs to wear a jacket or sweatshirt due to cold weather, it must be a solid color and in accordance with the individual schools' uniform guide below.
- 11.** Students who choose to dress out in P.E must wear a School T-Shirt and Shorts. Students must change back to regular attire before leaving class.

DRESS DOWN DAY ATTIRE

Tops: No tank, tube or spaghetti tops. No midriff showing. No undergarments may be visible or revealing clothing worn. No lewd or suggestive graphics may appear on clothing.

Bottoms: No white pants, no shorts/skirts shorter than mid-thigh, and no undergarments can be visible.

Shoes: Sneakers are recommended. Open-toed shoes are acceptable as long as they have a closed back. No high heels or flip-flops.

Consequences for Dress Code Violations

The Site Administrator or designee has the authority to decide if clothing complies with Odyssey Charter School, Inc. Board Policy.

1st offense - Warning and call home for change of clothes.

2nd offense - Detention and call home for change of clothes.

3rd offense - Detention, call home for change of clothes, and Parent Conference.

4th offense - Out of school suspension.

Uniform Guide - Odyssey Jr./Sr. High Campus – Palm Bay

| Unisex Uniforms | | | | |
|--------------------------------|---------------------------------------|-----------------|---------------|--------------------------------------|
| Item | Color | Logo | Grades | Notes |
| Polo S/S (Dry fit optional) | Light Blue, Royal Blue | Jr./Sr. Logo | All | |
| Collared Dress Shirt | Light Blue, Royal Blue | Jr./Sr. Logo | All | |
| T-Shirt | Light Blue, Royal Blue | Jr./Sr. Logo | All | |
| Sweater Vest (optional) | Navy | Jr./Sr. Logo | All | |
| Bottoms | | | | |
| Item | Color | Logo | Grades | Notes |
| Shorts | Khaki or Black | No | All | |
| Pants | Khaki or Black | No | All | |
| Capris | Khaki or Black | No | All | |
| Skorts | Khaki or Black | No | All | |
| PE Uniform - OPTIONAL | | | | |
| T-Shirt | Grey | No | All | Plain tee's only! |
| Short | Black | No | All | Plain athletic shorts only! |
| Outerwear | | | | |
| Item | Color | Logo | Grades | Notes |
| Jacket | White, Gray, Black, Royal, or Navy | Optional | All | Only Jacket that can be worn |
| Misc. | | | | |
| Item | Color | Logo | Grades | Notes |
| Shoes | Any | No | All | Closed toe and back, no shower shoes |

*Can wear long sleeve polos or long sleeve tee's under their regular uniform shirts on cold days

*Shirts must be tucked in

Uniform Guide – Odyssey Charter Elementary Campus Palm Bay

| Unisex Uniform Tops | | | | |
|----------------------------|-----------------------|-------------|---------------|--------------|
| Item | Color | Logo | Grades | Notes |
| Polo S/S | Hunter Green or White | Yes | All | |
| T-Shirt | Hunter Green or White | Yes | All | |
| Collared Dress Shirt | White | Yes | All | |
| Bottoms | | | | |
| Item | Color | Logo | Grades | Notes |
| Shorts | Khaki or Black | No | All | |
| Pants | Khaki or Black | No | All | |
| Skorts | Khaki or Black | No | All | |
| Skirts | Khaki or Black | No | All | |
| Outerwear | | | | |
| Item | Color | Logo | Grades | Notes |
| Jacket | Black, Gray, or Navy | Optional | All | No Hood |
| Misc. | | | | |
| Item | Color | Logo | Grades | Notes |
| Shoes | Any | No | All | |
| Belts | Black or Brown | No | All | |

*Can wear long sleeve polos or long sleeve tee's under their regular uniform shirts on cold days

*Shirts must be tucked in

*No PE Uniform for this campus

Uniform Guide – Odyssey Preparatory Academy Palm Bay

| Unisex Uniform Tops | | | | |
|----------------------------|---------------------------|-------------|---------------|--------------|
| Item | Color | Logo | Grades | Notes |
| Polo S/S | Kelly Green or Royal Blue | Yes | All | |
| T-Shirt | Kelly Green or Royal Blue | Yes | All | |
| Dress Shirt | White | Yes | All | |
| Bottoms | | | | |
| Item | Color | Logo | Grades | Notes |
| Shorts | Khaki | No | All | |
| Pants | Khaki | No | All | |
| Skorts | Khaki | No | All | |
| Skirts | Khaki | No | All | |
| Outerwear | | | | |
| Item | Color | Logo | Grades | Notes |
| Jacket | Navy, Black or Gray | Yes | All | No Hood |
| Misc. | | | | |
| Item | Color | Logo | Grades | Notes |
| Shoes | Any | No | All | |
| Belts | Black or Brown | No | All | |

*Can wear long sleeve polos or long sleeve tee's under their regular uniform shirts on cold days

*Shirts must be tucked in

*No PE Uniform for this campus

Uniform Guide – Oasis Preparatory Academy Orlando

| Unisex Uniform Tops | | | | |
|---------------------|---|------|--------|-------|
| Item | Color | Logo | Grades | Notes |
| Polo S/S | Grades K-1 – Baby Blue Grades 2-3 – Navy Blue Grades 4-5 - Royal Blue | Yes | All | |
| T-Shirt | Grades K-1 – Baby Blue Grades 2-3 – Navy Blue Grades 4-5 - Royal Blue | Yes | All | |
| Dress Shirt | Grades K-1 – Baby Blue Grades 2-3 – Navy Blue Grades 4-5 - Royal Blue | Yes | All | |
| Bottoms | | | | |
| Item | Color | Logo | Grades | Notes |
| Shorts | Khaki | No | All | |
| Pants | Khaki | No | All | |
| Skorts | Khaki | No | All | |
| Skirts | Khaki | No | All | |
| Outerwear | | | | |
| Item | Color | Logo | Grades | Notes |
| Jacket w/hood | Black or Royal | Yes | All | |
| Misc. | | | | |
| Item | Color | Logo | Grades | Notes |
| Shoes | Any | No | All | |
| Belts | Black or Brown | No | All | |

*Can wear long sleeve polos or long sleeve tee's under their regular uniform shirts on cold days

*Shirts must be tucked in

*No PE Uniform for this campus



Board Approved Job Description

Title: *Grade Level/Subject Area Lead Teacher*

Reports to: Site Administrator's Designee

Job Code:

Supervisor's Superior: Site Administrator/Executive Director

Date (Developed or Revised): June 1, 2016

Board Approved: June 22, 2016

Job Goal

Provide leadership to Professional Learning Teams and is the liaison between staff and administration.

Qualifications

1. Bachelor's Degree from an accredited educational institution.
2. Certified by the State of Florida in any appropriate area and at any instructional level.
3. Must currently be a classroom teacher.
4. A teacher effectiveness rating of "highly effective" is preferred.
5. Valid Florida Driver License.
6. Satisfactory criminal background check.

Knowledge, Skills & Abilities

1. Extensive knowledge of effective teaching practices, curriculum and staff development.
2. Demonstrated ability to deliver rigorous and appropriate instructional strategies in the classroom.
3. Ability to provide appropriate educational environment and experiences based on developmental needs of students, behavioral management techniques; current knowledge of educational trends, methods, research and technology.
4. Ability to build cohesive teams, work collaboratively and cooperatively with other departments.
5. Ability to collect and analyze data from a variety of sources, evaluate and make recommendations.
6. Uses effective positive interpersonal communication skills.
7. Demonstrate self-discipline and initiative.
8. Follows state and Odyssey Charter School, Inc. guidelines.

Performance Responsibilities: Essential Functions

1. Committed to fulfilling the holistic mission of Odyssey Charter School, Inc. via the Montessori Method of Education, as well as other school-adopted programs, creating a cohesive mission-driven team.
2. Mentors colleagues through conferences, team meetings, demonstrations, short classroom walk-through, and providing personal assistance.
3. Works closely with the Site Administrator and instructional coach(es) to guide other teachers in continuously improving their abilities.
4. Maintains an awareness of current research and curricular trends and disseminate information to personnel throughout the school building.
5. Supports teachers to implement a plan of action based on analyzed student data for effective classroom instruction.
6. Provides guidance in developing professional development assistance plans.
7. Takes a leadership role in staff meetings to educate staff in the Odyssey core and curricular programs.
8. Participates in cooperative long-range planning with other departments and school personnel to make the most effective use of resources, with a focus on continual school improvement.
9. Observes and provides feedback of grade level/subject area team members.
10. Conducts professional development as needed.
11. Reviews and provides feedback on the interim reports and the report cards.
12. Supports teachers in the completion of Progress Monitoring Plans (PMP's).
13. Additional duties as assigned.

Performance Responsibilities: Other Duties & Responsibilities

Perform other tasks or services consistent with the job goal of this position. Assigned responsibilities will require time outside of contracted hours.

Physical Demands

Light to medium work

Work Environment

Indoors and outdoors

Terms of Employment

Salary and work year commensurate with contract schedule.

Evaluation

Performance of this job will be evaluated in accordance with provisions of OCS Board policy on evaluation of personnel.

A stipend of \$ _____ will be paid for the above assigned additional responsibilities as described herein; Compensation to be paid out \$ _____ in the December 15th pay period and the remaining \$ _____ in the June 15th pay period.

Signature _____

INDEPENDENT CONTRACTOR AGREEMENT

THIS INDEPENDENT CONTRACTOR AGREEMENT (“Agreement”) is made and entered into this day, 6/15/16, by and between Odyssey Charter School Inc., (hereafter referred to as “OCS Inc.”), whose address is 1350 Wyoming Drive SE, Palm Bay, FL 32909 and The Tech Company, (hereafter referred to as “Contractor”) whose address is 700 Atlantis Rd Ste 1, Melbourne, FL, 32904

RECITALS

WHEREAS, Odyssey Charter School Inc. is a Charter School in Brevard County, Florida; and

WHEREAS, Contractor is in the profession of providing construction services; and

WHEREAS, OCS Inc. is desirous of engaging contractor to perform said construction services; and

WHEREAS, it is determined to be in the mutual advantage of OCS Inc. and Contractor to enter into this Agreement set forth herein.

NOW, THEREFORE, in consideration of the covenants and agreements herein contained, Contractor’s specific agreement to the terms hereof, and the monies to be paid hereunder, OCS Inc. agrees to hire Contractor and Contractor agrees to perform the Services for OCS Inc. upon the following terms and conditions:

AGREEMENT

1. **Recitals.** The above recitals are true and correct, form a material part of, and are incorporated into this Agreement.
2. **Scope of Services.** Contractor hereby agrees to perform the following services for OCS Inc. during OCS Inc.’s normal business hours as may be mutually agreed upon between OCS Inc.’s officers and Contractor:

A copy of the Contractor’s quote and description of Scope of Services to be provided is attached and specifically incorporated herein as Exhibit “A” to this Agreement. In the event of any conflict between any provision of this Agreement and Exhibit “A,” this Agreement shall control.

3. **Compensation/Term.** OCS Inc. will pay Contractor the estimated sum of \$10,475 per month for 12 months not to exceed \$125,700. Contractor to bill only hours worked and has approval to purchase hardware or software items for the schools up to the amount of \$500.00 p/item and will bill the school(s) accordingly. The term of this Agreement shall commence on July 1, 2016 and shall continue for 12 months from the commencement date. The parties may mutually agree to renew this Agreement for two (2) additional one (1) year terms without change in any terms as provided herein.

4. **Relationship of Parties/Insurance.** The parties hereby agree and intend that the relationship of Contractor to OCS Inc. is that of an independent contractor. Contractor shall maintain and provide valid and current Certificates of Insurance (naming OCS Inc. as an additional insured) to OCS Inc. as required on Exhibit "B."
5. **Permits, Approvals, and Licenses.** Contractor agrees to be solely responsible for applying for and obtaining any and all required permitting from any local, State, or Federal governmental entity necessary to perform and complete the above-described Scope of Services.

Contractor specifically agrees to maintain any and all appropriate local, State, and/or Federal licenses necessary to perform work as outlined in the Scope of Services.

6. **Indemnity.** The Contractor shall indemnify and hold harmless OCS Inc. and its officers, agents, and employees from and against all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting from any actions or omissions taken under this Agreement, where such claim, damage, loss, or expense is caused, in whole or in part, by the act or omission of the Contractor, or anyone directly or indirectly employed by the Contractor, or anyone for whose acts any of them may be liable, regardless of whether or not it is caused by or in part by a party indemnified thereunder. As part of this indemnification, Contractor agrees to pay, on behalf of the OCS Inc., the cost of OCS Inc.'s legal defense as may be selected by OCS Inc. for all claims described in this paragraph. Such payment on behalf of OCS Inc. shall be in addition to any and all legal remedies available to OCS Inc. and shall not be considered to be OCS Inc.'s exclusive remedy. In agreeing to this provision, OCS Inc. does not intend to waive any defense or limit of sovereign immunity to which it may be entitled under Section 768.28, Florida Statutes or otherwise provided. The parties acknowledge that specific consideration has been exchanged for this provision
7. **Control of Work.** Contractor shall perform all work in a timely manner at the direction of OCS Inc. who shall have control over the specific method of performance of the services defined in Paragraph 2.
8. **Waiver.** No waiver is enforceable unless in writing and signed by such waiving party, and any waiver shall not be construed as a waiver by any other party or as a waiver of any other or subsequent breach.
9. **Amendments.** This Agreement may not be amended or modified unless by the mutual consent of all of the parties hereto in writing. All amendments or modifications shall be attached to this Agreement and made a part thereof.
10. **Governing Law, Venue, and Attorney's Fees.** This Agreement shall be governed by the laws of the State of Florida. Any action or legal proceedings to enforce this Agreement or any of its terms, or for indemnification, shall be exclusively brought and prosecuted in an appropriate court of jurisdiction in and for Brevard and Orange Counties, Florida, and the parties to this Agreement consent to the personal

matter hereof. The captions are for convenience of reference only and shall not control the interpretation of this Agreement. Contractor agrees that no other promises or inducements have been made to him unless contained in writing, attached hereto or incorporated herein by reference. Contractor represents that he has read this Agreement in its entirety, has a copy of same, and agrees to all the provisions herein.

- 16. **Cooperation.** The parties agree to execute such reasonable necessary documents upon advice of legal counsel in order to carry out the intent and purpose of this Agreement as set forth herein.
- 17. **Gender and Number.** Unless the context otherwise requires, references in this Agreement to any gender shall be construed to include all other genders, references in the singular shall be construed to include the plural, and references in the plural shall be construed to include the singular.
- 18. **Termination:** Either party may terminate this Agreement by giving the other party written notice of termination at least ninety 90 days prior to the date of such termination.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Signed, sealed and delivered
in the presence of:

Witness:


Printed Name: Galen Macpherson

Printed Name: _____

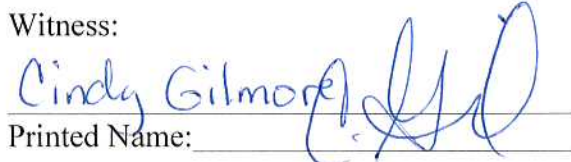
“OCS Inc.”

By: 
Printed Name: Leslie Maloney
As its: Board President

Date: 06/22/16

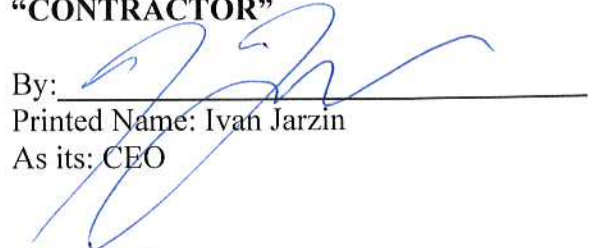
Signed, sealed and delivered
in the presence of:

Witness:


Printed Name: _____

Printed Name: _____

“CONTRACTOR”

By: 
Printed Name: Ivan Jarzin
As its: CEO

Date: 06/22/16

Odyssey/Oasis 2016-2017

Technology Managed Services Proposal

Onsite Technology Labor

Full Time Level 1 Technician (est 176hrs/mth)

Personnel to perform all onsite, daily, hands-on technical operations such as PC repair and troubleshooting, classroom equipment deliveries and setup and Teacher technology assistance. Three Technicians will be rotated with a typical rotation being one to two weeks in duration.

Part Time IT Director (est 30hrs/mth)

Management and overview of all Technology Purchases.
Develop Annual Technology Plan as well as Technology Refresh Strategy
Develop Annual E-Rate Submission
Attend Monthly Teacher Technology Committee Meetings (suggest forming)
Attend Biweekly Technology Meetings with Administrative Staff
Attend Biannual Technology Meetings with all Teachers
Attend Annual FETC Conference
Manage and Develop Onsite IT Staff (both TTC and Odyssey)

Managed Technology Services

Servers Qty 10

Odyssey Upper 3, Odyssey Lower 3, Prep 3, Oasis 2
Monitor and Maintain Servers – See attached sheet for details.

Administration Computers Qty est 20

Monitor and Maintain Desktops – See attached sheet for details.

Teacher Computers Qty est 110

Monitor and Maintain Desktops – See attached sheet for details.

Classroom Computers Qty est 35

Oasis Only – Remote Support

Management of wired and wireless networks.
Provide Onsite Staff (both TTC and Odyssey) access to RMM Tool for Computer Support and Control
Provide Level 2/3 Support for Technology Issues.

Managed Help Desk for both Technology and Facilities.

Implement and Support single Help Desk Ticketing System for both Technology and Facility requests.

Provide Odyssey Staff access to PC/Web/Mobile Ticketing System.

Provide email address for request submittal.

Provide 800 number for request submittal. Calls routed to onsite technicians if available if not handled by TTC Staff.

Pricing (Quantities Estimated)

| | Qty | Std Rate | Ody Rate | Monthly | Discount % |
|---------------------|-----|----------|----------|---------|------------|
| IT Director | 30 | \$200 | \$100 | \$1,500 | 50% |
| Tech Level 1 Hours | 176 | \$75 | \$25 | \$4,400 | 67% |
| Servers | 10 | \$300 | \$150 | \$1,500 | 50% |
| Admin Computers | 20 | \$50 | \$10 | \$200 | 80% |
| Teachers Computers | 110 | \$50 | \$10 | \$750 | 80% |
| Classroom Computers | 50 | \$25 | \$2.50 | \$88 | 90% |
| Help Desk | 3 | \$100 | \$75 | \$225 | 25% |

Estimated Monthly Reoccurring - \$10475

Project work such as cabling, school setup, camera installation receive 33% labor discount.

12 month contract required.

APPROVED

JUN 22 2016

**OCS, Inc.
Board of Directors**

Your plan has been finalized and submitted to your sponsor for review.

ODYSSEY CHARTER SCHOOL Charter School Capital Outlay Application

This form must be completed and provided to the Florida Department of Education by July 1 for consideration to receive Charter School Capital Outlay funds, pursuant to Section 1013.62, Florida Statutes. Upon completion and submission of this form (you are responsible for completing each section) it will be sent electronically to your sponsor for review. Your sponsor will review and certify the information in Section 1. The Department will then review and consider the sponsor's recommendation and make the eligibility determination.

2016 Capital Outlay Plan Submitted By School On: 6/16/2016

School Opened in : 1999-2000

SECTION 1:

Yes Did the school receive capital outlay funding for the 2015-2016 school year?

The charter school's sponsor can verify that (both criteria apply):

Yes (a) There exists an agreement with the charter school that includes provisions for the reversion of any unencumbered funds and all equipment and property purchased with public education funds to the ownership of the district school board in the event that the school terminates operations.

Yes (b) The charter school facilities were not created by the conversion of a public school, does not operate in facilities provided by the charter school's sponsor for a nominal fee or at no charge, and is not directly or indirectly operated by the school district.

SECTION 2:

A charter school must meet one of the following five criteria: Please check the criteria that the school will meet for the upcoming **(2016-2017)** school year.

(1) For the 2016-2017 school year, the school will be in its third or more full year of operation.

SECTION 3:

A charter school must meet all of the following criteria to qualify for capital outlay funds:

- ✓ (1) The school's most recent audit does not reveal any of the financial emergency conditions provided in Section 218.503(1), F.S.
Audit Report Financial Emergency Flag:
- ✓ (2) Has satisfactory student achievement based on state accountability standards applicable to charter schools.
Recent School Grade : A(2014 - 2015)
Prior Year School Grade : A(2013 - 2014)
Current Year School Improvement Rating : N/A
Previous Year School Improvement Rating : N/A
- ✓ (3) Has received final approval from its sponsor pursuant to s. 1002.33, F.S. for operation in the coming fiscal year.
- ✓ (4) Serves students in facilities not provided by the charter school's sponsor:
 - (a) This IS NOT a conversion charter school utilizing district-owned facilities;
 - (b) Nor operating in a district-owned facility which is rented, leased, or otherwise made available to the charter school by the school district.

SECTION 4:

A charter school may use charter school capital outlay funds for any of the following eight expenditures.

Please check the box(es) that apply.

- ✓ (1) Purchase of real property.
- ✓ (2) Construction of school facilities.
- ✓ (3) Purchase, lease-purchase, or lease of permanent or relocatable school facilities (i.e., mortgage or rent).
- ✓ (4) Purchase of vehicles to transport students to and from the charter school.
- ✓ (5) Renovation, repair, and maintenance of school facilities that the charter school owns or is purchasing through a lease-purchase or long-term lease of 5 years or longer.
- ✓ (6) The purchase, lease-purchase, or lease of new and replacement equipment, and enterprise resource software applications (must be classified as capital assets pursuant to the Governmental Accounting

Standards Board [GASB], have a useful life of at least five years, and be used to support school-wide administration or state-mandated reporting requirements).



(7) Payment of the cost of premiums for property and casualty insurance which are deemed necessary to insure the school facilities.



(8) Purchase, lease-purchase, or lease of driver's education vehicles; motor vehicles used for the maintenance or operation of educational plants and equipment; security vehicles; or vehicles used in storing or distributing materials and equipment.

CERTIFICATION:

CHARTER SCHOOL REPRESENTATIVE

Leslie Maloney

Comments:



As representative of the charter school, I certify that all information indicated above is accurate and current.

Your plan has been finalized and submitted to your sponsor for review.

Rule 6A-2.0020, F.A.C.
Form IEPC-CO1

MEMORANDUM

DATE: July 1, 2016

TO: Stephanie Archer, Director
Office of Charter and Choice Schooling

FROM: Wendi M. Nolder, Site Administrator – Elementary
Monica Knight, Site Administrator – Jr/Sr High

RE: 2016-2017 Fee Schedule

Odyssey Charter School has implemented the following fee schedule for the 2016-2017 school year:

| | |
|--------------------|---|
| Grades K-2 | <u>\$5.00 per student</u> \$2.00 Spalding Notebook \$3.00 Technology fee |
| Grades 3-6 | <u>\$10.00 per student</u> \$2.00 Spalding Notebook \$2.50 Science Lab Fee \$2.00 Planner fee \$3 Technology fee |
| Grades 7-11 | <u>\$25.00 per student</u> \$3.00 Planner \$12.00 Technology fee \$10.00 Science Lab fee |

Committed to academic excellence and the education of the whole child

- In-County Trip
- Out-of-County Trip
- Overnight Trip

(Check all that apply)



ODYSSEY
CHARTER SCHOOL

Field Trip Request Form

Teacher Nam(s): Amy White Date of Request: 6/2/16
 Field Trip Date: 6/23/16 Field Trip Times: 9:00 am/pm to 11:45 am/pm
 Destination: North Co. Aquatic Center City: Sebastian
 Distance From School: 22 miles Phone: (772) 226-1747 Contact: Vanessa Brooks
 Admission Cost for Students and Adults: \$4.00 Other Costs: N/A (tolls, lunch, etc.)
 If the students will be gone for lunch, where will they be eating lunch? @ Aquatic Center
 Mode of Transportation: 1 Odyssey school bus
 Transportation Cost (Will be determined by administration): _____
 Reason/Objective for the field trip? Odyssey Around the World Summer
 Which classes will be going? Trailblazers (5th - 8th grades)
 Total Students: 20 Total Staff: 3 Total Parent Volunteers: 0

****All Field Trip Request Forms are to be given to the Principal for approval.** Field trips should be requested at least 4 weeks prior to the requested field trip date for in-county field trips and 2 months prior for out-of-county field trips, **which must be approved by the OCS Board of Directors.** Teachers should verify at least 7 days in advance with the Volunteer Coordinator that all volunteers have appropriate screening. All teachers and staff **MUST** ride the bus with students. Chaperones may ride the bus when space is available. **ALL** field trip fees must be collected and turned in at least 7 days prior to the trip date. Monies collected should be turned in daily to the Bookkeeper on a "monies collected" form. A school check will **NOT** be issued that exceeds the cost collected for admission.

Amy White Primary Teacher Signature Date 6/2/16

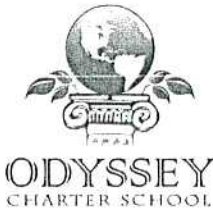
OFFICE USE ONLY:

Date Received: 6/3/16 Principal Signature: [Signature]
 Administrative Approval: [Signature] Disapproval: _____ Board Approval (if applicable): 6-23-16
 Date

Routing (Initial):

Principal (approval) _____ Office Manager (copies to teacher, bus supervisor, front desk, finance office, cafe)
[Signature] OCS Board Secretary _____ *Original to Finance Office
 (if out-of-county or overnight travel for OCS Board Approval)

- In-County Trip
 - Out-of-County Trip
 - Overnight Trip
- (Check all that apply)



Field Trip Request Form

Teacher Nam(s): Amy White Date of Request: 6/2/16

Field Trip Date: June 29, 16 Field Trip Times: 10:00 am/pm to 2:00 am/pm

Destination: Orlando Science Center City: Orlando

Distance From School: 81 miles Phone: (407) 514-2112 Contact: Jessica Ortiz

Admission Cost for Students and Adults: \$11.00 Other Costs: N/A (tolls, lunch, etc.)

If the students will be gone for lunch, where will they be eating lunch? Science Ctr Cafe

Mode of Transportation: 2 chartered busses

Transportation Cost (Will be determined by administration): _____

Reason/Objective for the field trip? Odyssey Around the World Hands-On Science

Which classes will be going? Ages 3-13

Total Students: 100 Total Staff: 10 Total Parent Volunteers: 5

****All Field Trip Request Forms are to be given to the Principal for approval.** Field trips should be requested at least 4 weeks prior to the requested field trip date for in-county field trips and 2 months prior for out-of-county field trips, **which must be approved by the OCS Board of Directors.** Teachers should verify at least 7 days in advance with the Volunteer Coordinator that all volunteers have appropriate screening. All teachers and staff **MUST** ride the bus with students. Chaperones may ride the bus when space is available. **ALL** field trip fees must be collected and turned in at least 7 days prior to the trip date. Monies collected should be turned in daily to the Bookkeeper on a "monies collected" form. A school check will **NOT** be issued that exceeds the cost collected for admission.

Amy White Primary Teacher Signature 6/2/16 Date

OFFICE USE ONLY:

Date Received: 6/3/16 Principal Signature: W. Olden

Administrative Approval: WV Disapproval: _____ Board Approval (if applicable): 6-22-16 Date

Routing (Initial):

WV Principal (approval) _____ Office Manager (copies to teacher, bus supervisor, front desk, finance office, cafe)

WV OCS Board Secretary (if out-of-county or overnight travel for OCS Board Approval) _____ ***Original to Finance Office**



**ORLANDO
SCIENCE
CENTER**

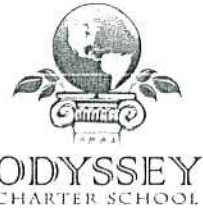
Bill To: Odyssey Charter School*
Amy White
1755 Eldron Blvd
Palm Bay FL 32909

Invoice #: 192490
Invoice Date: 5/3/2016
Visit/Event Date: 6/29/2016

| Time | Item | Qty | Amount |
|-------------|--|------------|---------------|
| 11:15AM | Lunch <i>Park - Outside</i> | 60 | 0.00 |
| 10:30AM | Dino Digs <i>Dino Digs - Level 4</i> | 50 | 0.00 |
| 10:30AM | Exhibit <i>Lowrie Hall - Level 2</i> | 30 | 0.00 |
| 10:30AM | Science on a Sphere <i>Planet Tour - Science Sphere - Level 4</i> | 45 | 0.00 |
| 12:30PM | Science on a Sphere <i>Planet Tour - Science Sphere - Level 4</i> | 45 | 0.00 |
| 12:00PM | Engineer It <i>Engineer It! - Level 3</i> | 50 | 0.00 |
| 12:30PM | Exhibit <i>Lowrie Hall - Level 2</i> | 30 | 0.00 |
| 1:00PM | Kids Town <i>KidsTown - Level 1</i> | 30 | 0.00 |
| 1:30PM | Science Park <i>Kinetic Zone - Level 2</i> | 50 | 0.00 |
| 1:30PM | Science on a Sphere <i>No Place Like Space - Science Sphere - Level 4</i> | 45 | 0.00 |
| 1:30PM | Kids Town <i>KidsTown - Level 1</i> | 30 | 0.00 |
| 1:00PM | Science on a Sphere <i>No Place Like Space - Science Sphere - Level 4</i> | 45 | 0.00 |
| 1:00PM | Lunch <i>Park - Outside</i> | 60 | 0.00 |
| 9:00AM | School Student | 100 | 1,100.00 |
| 9:00AM | Field Trip - Adult | 5 | 55.00 |
| 9:00AM | Field Trip - Free Adult | 10 | 0.00 |
| 12:00PM | Groups Film <i>National Parks Adventure - CineDome Theater</i> | 60 | 0.00 |

Total Due: \$ 1,155.00

- In-County Trip
 - Out-of-County Trip
 - Overnight Trip
- (Check all that apply)



Field Trip Request Form

Teacher Nam(s): Amy White Date of Request: 6/2/16

Field Trip Date: 7/9/16 Field Trip Times: 10:00 am/pm to 1:15 am/pm

Destination: Medieval Times City: Kissimmee, FL 34746

Distance From School: 64 miles Phone: (407) 396-2900 Contact: Rachel Daniels x2119

Admission Cost for Students and Adults: \$20.80 Other Costs: N/A (tolls, lunch, etc.)
+ \$2.00 gratuity

If the students will be gone for lunch, where will they be eating lunch? @ Medieval Times

Mode of Transportation: 2 chartered buses (summer budget)

Transportation Cost (Will be determined by administration): _____

Reason/Objective for the field trip? Odyssey Around the World Europe

Which classes will be going? ages 3-13

Total Students: 110 Total Staff: 11 Total Parent Volunteers: 5

****All Field Trip Request Forms are to be given to the Principal for approval.** Field trips should be requested at least 4 weeks prior to the requested field trip date for in-county field trips and 2 months prior for out-of-county field trips, **which must be approved by the OCS Board of Directors.** Teachers should verify at least 7 days in advance with the Volunteer Coordinator that all volunteers have appropriate screening. All teachers and staff **MUST** ride the bus with students. Chaperones may ride the bus when space is available. **ALL** field trip fees must be collected and turned in at least 7 days prior to the trip date. Monies collected should be turned in daily to the Bookkeeper on a "monies collected" form. A school check will **NOT** be issued that exceeds the cost collected for admission.

Amy White _____ 6/2/16
 Primary Teacher Signature Date

OFFICE USE ONLY:

Date Received: 6/3/16 Principal Signature: W. Woods

Administrative Approval: VM Disapproval: _____ Board Approval (if applicable): 6-22-16
 Date

Routing (Initial):

WJ Principal (approval) _____ Office Manager (copies to teacher, bus supervisor, front desk, finance office, cafe)

WJ OCS Board Secretary _____ *Original to Finance Office
 (if out-of-county or overnight travel for OCS Board Approval)



Medieval Times

DINNER & TOURNAMENT

2016 SUMMER MATINEES

JUNE 23, 2016

JULY 7, 2016 & JULY 8, 2016

JULY 13, 2016 & JULY 14, 2016

JULY 20, 2016 & JULY 21, 2016 & July 28, 2016

ENJOY A ROYAL FEAST WHILE WATCHING
SPECTACULAR PAGEANTRY, EXQUISITE
HORSEMANSHIP AND AN AUTHENTIC MEDIEVAL
JOUSTING TOURNAMENT.

BILL OF FARE

Garlic Bread

Roasted Chicken Quarter

Sweet Corn Cobette

Herb-Roasted Potato

Chocolate Chip Cookie

Beverage

Vegetarian option also available upon request.

11:30AM SHOW TIME

**\$20.80 (includes cheering banner) Plus tax and \$2.00
gratuity (only valid for groups of 15 or more)**

**1 complimentary admission for every 20 paid admissions
(VALUED AT \$62.95-ADULT AND \$36.95-CHILD AGES 3-12)**

CALL TODAY FOR RESERVATIONS:

407-396-2900 EXT 2119

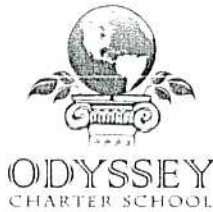
VALID ONLY AT THE FLORIDA CASTLE.

Medieval Times USA, Inc. / 4510 W. Irlo Bronson Hwy. / Kissimmee, FL 34746
(407) 396-2900 • Fax (407) 396-2167 • 1-888-935-6878 • MEDIEVALTIMES.COM

Kissimmee, Florida - Buena Park, California - Lyndhurst, New Jersey - Schaumburg, Illinois - Dallas, Texas
Toronto, Canada - Myrtle Beach, South Carolina - Hanover, Maryland - Lawrenceville, Georgia

- In-County Trip
- Out-of-County Trip
- Overnight Trip

(Check all that apply)



Field Trip Request Form

Teacher Nam(s): Amy White Date of Request: 6/2/16
 Field Trip Date: 7/21/16 Field Trip Times: 9:00 am/pm to 11:45 am/pm
 Destination: North County Aquatic Center City: Sebastian
 Distance From School: 22 miles Phone: (772) 226-1747 Contact: Vanessa Brooks
 Admission Cost for Students and Adults: \$4.00 Other Costs: N/A (tolls, lunch, etc.)
 If the students will be gone for lunch, where will they be eating lunch? @ Aquatic Center
 Mode of Transportation: 1 Odyssey school bus
 Transportation Cost (Will be determined by administration): _____
 Reason/Objective for the field trip? Odyssey Around the World Summer
 Which classes will be going? Pioneers (3rd & 4th graders)
 Total Students: 22 Total Staff: 4 Total Parent Volunteers: unknown @ this time

****All Field Trip Request Forms are to be given to the Principal for approval.** Field trips should be requested at least 4 weeks prior to the requested field trip date for in-county field trips and 2 months prior for out-of-county field trips, **which must be approved by the OCS Board of Directors.** Teachers should verify at least 7 days in advance with the Volunteer Coordinator that all volunteers have appropriate screening. All teachers and staff **MUST** ride the bus with students. Chaperones may ride the bus when space is available. **ALL** field trip fees must be collected and turned in at least 7 days prior to the trip date. Monies collected should be turned in daily to the Bookkeeper on a "monies collected" form. A school check will **NOT** be issued that exceeds the cost collected for admission.

Amy White Primary Teacher Signature 6/2/16 Date

OFFICE USE ONLY:
 Date Received: 6/3/16 Principal Signature: W. M. Ord
 Administrative Approval: WV Disapproval: _____ Board Approval (if applicable): 6-22-16
Date

Routing (Initial):
WV Principal (approval) _____ Office Manager (copies to teacher, bus supervisor, front desk, finance office, cafe)
WV OCS Board Secretary (if out-of-county or overnight travel for OCS Board Approval) _____ *Original to Finance Office

Charter School Monthly Financial Reports
Submitted to the Brevard County School Board

APPROVED

JUN 22 2016

OCS, Inc.
Board of Directors

Submitted By:

MSID Number:

Completion Date:

Reporting Period:

Is this a revision? Yes No

Odyssey Preparatory Academy
BALANCE SHEET-BY GOVERNMENTAL FUND
 As of April 30, 2016

MSID Number: 6541

| ASSETS | Account Number | General 100 | Food Service 410 | Other Federal 420 | ARRA Stimulus 430 | Debt Service 2XX |
|--|---------------------|-------------|------------------|-------------------|-------------------|------------------|
| Cash and cash equivalents | 1110 | 76,365.8 | 4,354.78 | 0.00 | 0.00 | 0.00 |
| Accounts receivable, net | 1130 | 0.00 | 0.00 | 56,812.50 | 0.00 | 0.00 |
| Due from other funds | 1140 | 34,980.13 | 0.00 | 0.00 | 0.00 | 0.00 |
| Investments | 1160 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Interest receivable | 1170 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other current assets | 12XX | 2,677.70 | 0.00 | 0.00 | 0.00 | 0.00 |
| Deposits receivable | 1210 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Due from other agencies | 1220 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other long-term assets | 1400 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Assets | | 114,223.62 | 4,354.78 | 56,812.50 | 0.00 | 0.00 |
| LIABILITIES AND FUND BALANCES | | | | | | |
| LIABILITIES | | | | | | |
| Salaries, benefits and payroll taxes payable | 2110,2170,2330 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Accounts payable | 2120 | 10,594.65 | 0.00 | 0.00 | 0.00 | 0.00 |
| Due to budgetary funds | 2161 | 0.00 | 0.00 | 34,980.13 | 0.00 | 0.00 |
| Due to internal funds | 2162 | 0.00 | 1,937.36 | 0.00 | 0.00 | 0.00 |
| Notes/Bonds payable | 2180,2250,2310,2320 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Lease payable | 2315 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Due to other agencies | 2230 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Deferred revenue: | 2410 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other liabilities | 21XX,22XX,23XX | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Liabilities | | 10,594.65 | 1,937.36 | 34,980.13 | 0.00 | 0.00 |
| FUND BALANCES | | | | | | |
| Nonspendable | 2710 | 2,677.70 | 0.00 | 0.00 | 0.00 | 0.00 |
| Restricted | 2720 | 0.00 | 2,417.42 | 21,832.37 | 0.00 | 0.00 |
| Committed | 2730 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Assigned | 2740 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Unassigned | 2750 | 100,951.27 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Fund Balances | | 103,628.97 | 2,417.42 | 21,832.37 | 0.00 | 0.00 |
| Total Liabilities and Fund Balances | | 114,223.62 | 4,354.78 | 56,812.50 | 0.00 | 0.00 |

Notes/Comments/Explanations:
 Please note: 9/21/2015 the school borrowed \$200,000 from Odyssey for 36 days to fund expenses incurred in connection with its CSP Grant. The loan was repaid up rec

| | | | | | | |
|--|--|-------|-------|------|------|------|
| PLEASE ASSURE THESE BALANCES ARE ALL ZERO | | | | | | |
| Assets equal Liabilities and Fund Balance | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Fund Balance equals Account 2700 on the Statement of Rev. Exp. and Changes in Fund Bal | | -0.00 | -0.00 | 0.00 | 0.00 | 0.00 |

Odyssey Preparatory Academy
BALANCE SHEET-BY GOVERNMENTAL FUND
 As of April 30, 2016

| ASSETS | Account Number | Capital 3XX | ARRA Capital 399 | Other Governmental Funds | Total Governmental Funds |
|--|---------------------|-------------|------------------|--------------------------|--------------------------|
| Cash and cash equivalents | 1110 | 0.00 | 0.00 | 0.00 | 80,920.57 |
| Accounts receivable, net | 1130 | 0.00 | 0.00 | 0.00 | 56,812.50 |
| Due from other funds | 1140 | 0.00 | 0.00 | 0.00 | 34,980.13 |
| Investments | 1160 | 0.00 | 0.00 | 0.00 | 0.00 |
| Interest receivable | 1170 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other current assets | 12XX | 0.00 | 0.00 | 0.00 | 2,677.70 |
| Deposits receivable | 1210 | 0.00 | 0.00 | 0.00 | 0.00 |
| Due from other agencies | 1220 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other long-term assets | 1400 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Assets | | 0.00 | 0.00 | 0.00 | 175,390.90 |
| LIABILITIES AND FUND BALANCES | | | | | |
| LIABILITIES | | | | | |
| Salaries, benefits and payroll taxes payable | 2110,2170,2330 | 0.00 | 0.00 | 0.00 | 0.00 |
| Accounts payable | 2120 | 0.00 | 0.00 | 0.00 | 10,594.65 |
| Due to budgetary funds | 2161 | 0.00 | 0.00 | 0.00 | 34,980.13 |
| Due to internal funds | 2162 | 0.00 | 0.00 | 0.00 | 1,937.36 |
| Notes/Bonds payable | 2180,2250,2310,2320 | 0.00 | 0.00 | 0.00 | 0.00 |
| Lease payable | 2315 | 0.00 | 0.00 | 0.00 | 0.00 |
| Due to other agencies | 2230 | 0.00 | 0.00 | 0.00 | 0.00 |
| Deferred revenue: | 2410 | 0.00 | 0.00 | 0.00 | 0.00 |
| Other liabilities | 21XX,22XX,23XX | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Liabilities | | 0.00 | 0.00 | 0.00 | 47,512.14 |
| FUND BALANCES | | | | | |
| Nonspendable | 2710 | 0.00 | 0.00 | 0.00 | 2,677.70 |
| Restricted | 2720 | 0.00 | 0.00 | 0.00 | 24,249.79 |
| Committed | 2730 | 0.00 | 0.00 | 0.00 | 0.00 |
| Assigned | 2740 | 0.00 | 0.00 | 0.00 | 0.00 |
| Unassigned | 2750 | 0.00 | 0.00 | 0.00 | 100,951.27 |
| Total Fund Balances | | 0.00 | 0.00 | 0.00 | 127,878.76 |
| Total Liabilities and Fund Balances | | 0.00 | 0.00 | 0.00 | 175,390.90 |

Notes/Comments/Explanations:
 Please note: 9/21/2015 the school borrowed \$200,000 from Odyssey for 36 daeipt of CSP funding on 10/27/2015.

| | | | | | |
|--|--|------|------|------|------|
| PLEASE ASSURE THESE BALANCES ARE ALL ZERO | | | | | |
| Assets equal Liabilities and Fund Balance | | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Fund Balance equals Account 2700 on the Statement of Rev, Exp, and Changes in Fund Bal | | 0.00 | 0.00 | 0.00 | 0.00 |

Odyssey Preparatory Academy
NOTES TO FINANCIAL STATEMENTS
Year To Date Through April 30, 2016

MSID Number: 6541

| Schedule for Note 1 | |
|--|---------------------|
| | Amounts |
| YTD Revenues received from Federal and State of FL through Brevard School Board | |
| Base funding | 981,742.00 |
| Class size reduction | 277,813.00 |
| Declining enrollment | 0.00 |
| Discretionary compression | 21,367.00 |
| Discretionary lottery | 786.00 |
| Discretionary millage | 72,173.00 |
| Exceptional student education guaranteed allocation | 59,328.00 |
| Instructional materials allocation | 15,306.00 |
| Library media allocation | 990.00 |
| State stabilization | 0.00 |
| Safe schools | 4,864.00 |
| School recognition | 0.00 |
| Supplemental academic instruction | 58,717.00 |
| Teacher classroom supply assistance program (previously teacher lead) | 4,427.00 |
| Transportation | 39,760.95 |
| Merit award | 0.00 |
| Less: Administrative fee | -74,156.99 |
| Subtotal-Year To Date | 1,463,116.96 |
| Capital outlay | 0.00 |
| Title I / special revenue | 100,382.82 |
| Charter School Program Grant | 205,040.34 |
| Reading funds | 9,936.00 |
| IDEA | 19,327.11 |
| Total Received From State (Through School Board) Year to Date | 1,797,803.23 |

| | |
|-------------------|------|
| check for balance | 0.00 |
|-------------------|------|

| Schedule for Note 2 | |
|---|---------------------|
| YTD Revenues from sources other than State of Florida (via School Board) | |
| Contribution from management company | 0.00 |
| Other contributions | 31,325.00 |
| National school lunch program | 148,090.76 |
| Student lunches | 10,630.14 |
| Other income | 9,753.96 |
| Preschool program fees | 43,737.82 |
| School age childcare fees | 38,181.98 |
| Total Other Revenues Received Year to Date | 281,719.66 |
| Total revenues received year to date | |
| Total received from State (through School Board) year to date | 1,797,803.23 |
| Total other revenues received year to date | 281,719.66 |
| Grand Total | 2,079,522.89 |

| | |
|-------------------|------|
| check for balance | 0.00 |
|-------------------|------|

| Schedule for Note 3--Due from Management Company | | | | |
|---|-----------------|-----------------|--------------------------|-------------|
| | Management Fees | Operating Costs | Accumulated Contribution | Total |
| Balance due to (from) management company - beginning of fiscal year | 0.00 | 0.00 | enter as positive | 0.00 |
| Invoiced by management company-year to date-current fiscal year | 121,916.70 | 0.00 | 0.00 | 121,916.70 |
| Payments to management company-year to date-current fiscal year | -121,916.70 | 0.00 | 0.00 | -121,916.70 |
| Contribution from management company-current fiscal year | 0.00 | 0.00 | 0.00 | 0.00 |
| Balance Due to Management Company | 0.00 | 0.00 | 0.00 | 0.00 |

Odyssey Preparatory Academy
NOTES TO FINANCIAL STATEMENTS
 Year To Date Through April 30, 2016

MSID Number: 6541

| Schedule for Note 4 | Account Number | Salaries 100 | Employee Benefits 200 | Purchased Services 300 | Energy Services 400 | Materials and Supplies 500 | Capital Outlay 600 | Other Expenses 700 |
|---|----------------|--------------|-----------------------|------------------------|---------------------|----------------------------|--------------------|--------------------|
| EXPENDITURES | | | | | | | | |
| <i>Current:</i> | | | | | | | | |
| Instruction | 5000 | 466,294.94 | 125,825.52 | 8,111.15 | 0.00 | 71,201.48 | 6,098.25 | 55.00 |
| Instructional support services | 6000 | 12,509.65 | 1,369.56 | 12,706.25 | 0.00 | 3,309.17 | 12,277.79 | 0.00 |
| School board | 7100 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| General administration | 7200 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| School administration | 7300 | 95,045.53 | 19,540.95 | 122,194.71 | 0.00 | 4,658.05 | 1,080.00 | 121,859.39 |
| Facilities acquisition and construction | 7400 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fiscal services | 7500 | 0.00 | 0.00 | 15,359.61 | 0.00 | 0.00 | 0.00 | 0.00 |
| Food services | 7600 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Central services | 7700 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Pupil transportation services | 7800 | 0.00 | 0.00 | 36,058.95 | 0.00 | 0.00 | 0.00 | 0.00 |
| Operation of plant | 7900 | 13,367.25 | 2,489.53 | 198,158.76 | 0.00 | 4,468.97 | 17,335.41 | 130.00 |
| Maintenance of plant | 8100 | 0.00 | 0.00 | 5,187.12 | 0.00 | 0.00 | 0.00 | 0.00 |
| Administrative technology services | 8200 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Community services | 9100 | 14,732.25 | 1,781.51 | 10,785.23 | 0.00 | 607.39 | 0.00 | 0.00 |
| <i>Debt service: (function 9200)</i> | | | | | | | | |
| Retirement of principal | 710 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 201,467.00 |
| Interest | 720 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 320.70 |
| Dues, fees and issuance costs | 730 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Miscellaneous expenditures | 790 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Expenditures | | 601,949.62 | 151,007.07 | 408,561.78 | 0.00 | 84,245.06 | 36,791.45 | 323,832.09 |

Odyssey Preparatory Academy
NOTES TO FINANCIAL STATEMENTS
Year To Date Through April 30, 2016

| Schedule for Note 4 | Account Number | Total General Funds | Check For Balance |
|---|----------------|---------------------|--------------------|
| EXPENDITURES | | | |
| <i>Current:</i> | | | |
| Instruction | 5000 | 677,586.34 | -75,865.02 |
| Instructional support services | 6000 | 42,172.42 | -1,339.48 |
| School board | 7100 | 0.00 | 0.00 |
| General administration | 7200 | 0.00 | 0.00 |
| School administration | 7300 | 364,378.63 | -23,666.80 |
| Facilities acquisition and construction | 7400 | 0.00 | 0.00 |
| Fiscal services | 7500 | 15,359.61 | -2,196.83 |
| Food services | 7600 | 0.00 | 0.00 |
| Central services | 7700 | 0.00 | 0.00 |
| Pupil transportation services | 7800 | 36,058.95 | -1,620.00 |
| Operation of plant | 7900 | 235,949.92 | -23,785.79 |
| Maintenance of plant | 8100 | 5,187.12 | 0.00 |
| Administrative technology services | 8200 | 0.00 | 0.00 |
| Community services | 9100 | 27,906.38 | -1,385.76 |
| <i>Debt service: (function 9200)</i> | | | |
| Retirement of principal | 710 | 201,467.00 | -151.00 |
| Interest | 720 | 320.70 | -26.00 |
| Dues, fees and issuance costs | 730 | 0.00 | 0.00 |
| Miscellaneous expenditures | 790 | 0.00 | 0.00 |
| Total Expenditures | | 1,606,387.07 | -130,236.68 |

Charter School Monthly Questionnaire
Year To Date Through April 30, 2016

Odyssey Preparatory Academy

MSID Number: 6541

| | Revenues & Expenditures | | Comments: |
|---|-------------------------|----|---|
| | Yes | No | |
| 1 Does the school's monthly financial report include all funds received during the reporting period? | Yes | | |
| 2 Does the school have any outstanding payments (currently due and payable) aged more than 45 days? | | No | |
| 3 Does the school have any outstanding checks older than 180 days outstanding? | | No | |
| 4 Are all expenditures approved by the appropriate level of authority? | Yes | | |
| 5 Has any expenditure exceeded the annual budget amount during the reporting period? If yes, please provide an explanation of each. | Yes | | Federal fund, Function 5000 expenses over budget, however that amount has been offset by corresponding revenues in excess of budget. Differences relate to timing of CSP grant and related expense recognition. |

| | Assets & Liabilities | | Comments: |
|--|----------------------|----|-----------|
| | Yes | No | |
| 6 Are all balance sheet accounts reconciled and reviewed by the appropriate party for adjustments to the general ledger, during this reporting period? | Yes | | |
| 7 Have any additional loans (short term or long term) been executed during this reporting period? | | No | |

| | General | | Comments: |
|--|---------|----|-----------|
| | Yes | No | |
| 8 Were there any fraudulent events (either material or non material in dollars) that occurred during the reporting period? | | No | |
| 9 Were there any extraordinary or unusual events that occurred that could impact the operations and/or funding of your school? | | No | |
| 10 Was there any change in personnel who produce the financial reports for your school or in the executive management, during this reporting period? | | No | |
| 11 Are all of the balances zero at the bottom of the Balance Sheet? If no, please correct the report before submitting it to the District. | Yes | | |
| 12 Are all of the balances zero at the bottom of the Statement of Rev/Exp? If no, please correct the report before submitting it to the District. | Yes | | |
| 13 Are the balances zero for Notes 5 and 6? | Yes | | |
| 14 Are the 'check for balance' amounts zero on the Schedule for Note 1 and Schedule for Note 2. If no, please correct before submitting to the District. | Yes | | |
| 15 Are all of the amounts zero in the last column of the Schedule for Note 4? If no, please correct before submitting it to the District. | Yes | | |

Additional Information

Please note: Utilities expenses of \$16,150.40 are included in Function 7900 and Object code 300.

Please note: 9/21/2015 the school borrowed \$200,000 from Odyssey for 36 days to fund expenses incurred in connection with its CSP Grant. The loan was repaid up receipt of CSP funding on 10/27/2015.

Mike Hess, CPA

Preparer's Printed Name

Mike Hess, CPA

Preparer's Signature

APPROVED

JUN 22 2016

**OCS, Inc.
Board of Directors**

Your plan has been finalized and submitted to your sponsor for review.

**ODYSSEY PREPARATORY CHARTER
ACADEMY Charter School Capital Outlay
Application**

This form must be completed and provided to the Florida Department of Education by July 1 for consideration to receive Charter School Capital Outlay funds, pursuant to Section 1013.62, Florida Statutes. Upon completion and submission of this form (you are responsible for completing each section) it will be sent electronically to your sponsor for review. Your sponsor will review and certify the information in Section 1. The Department will then review and consider the sponsor's recommendation and make the eligibility determination.

2016 Capital Outlay Plan Submitted By School On: 6/16/2016

School Opened in : 2013-2014

SECTION 1:

No Did the school receive capital outlay funding for the 2015-2016 school year?

The charter school's sponsor can verify that (both criteria apply):

Yes (a) There exists an agreement with the charter school that includes provisions for the reversion of any unencumbered funds and all equipment and property purchased with public education funds to the ownership of the district school board in the event that the school terminates operations.

Yes (b) The charter school facilities were not created by the conversion of a public school, does not operate in facilities provided by the charter school's sponsor for a nominal fee or at no charge, and is not directly or indirectly operated by the school district.

SECTION 2:

A charter school must meet one of the following five criteria: Please check the criteria that the school will meet for the upcoming **(2016-2017)** school year.

 (1)

For the 2016-2017 school year, the school will be in its third or more full year of operation.

SECTION 3:

A charter school must meet all of the following criteria to qualify for capital outlay funds:

- ✓ (1) The school's most recent audit does not reveal any of the financial emergency conditions provided in Section 218.503(1), F.S.
Audit Report Financial Emergency Flag:
- ✓ (2) Has satisfactory student achievement based on state accountability standards applicable to charter schools.
Recent School Grade : C(2014 - 2015)
Prior Year School Grade : (2013 - 2014)
Current Year School Improvement Rating : N/A
Previous Year School Improvement Rating : N/A
- ✓ (3) Has received final approval from its sponsor pursuant to s. 1002.33, F.S. for operation in the coming fiscal year.
- ✓ (4) Serves students in facilities not provided by the charter school's sponsor:
 - (a) This IS NOT a conversion charter school utilizing district-owned facilities;
 - (b) Nor operating in a district-owned facility which is rented, leased, or otherwise made available to the charter school by the school district.

SECTION 4:

A charter school may use charter school capital outlay funds for any of the following eight expenditures.
Please check the box(es) that apply.

- ✓ (1) Purchase of real property.
- ✓ (2) Construction of school facilities.
- ✓ (3) Purchase, lease-purchase, or lease of permanent or relocatable school facilities (i.e., mortgage or rent).
- ✓ (4) Purchase of vehicles to transport students to and from the charter school.
- ✓ (5) Renovation, repair, and maintenance of school facilities that the charter school owns or is purchasing through a lease-purchase or long-term lease of 5 years or longer.
- ✓ (6) The purchase, lease-purchase, or lease of new and replacement equipment, and enterprise resource

software applications (must be classified as capital assets pursuant to the Governmental Accounting Standards Board [GASB], have a useful life of at least five years, and be used to support school-wide administration or state-mandated reporting requirements).



(7) Payment of the cost of premiums for property and casualty insurance which are deemed necessary to insure the school facilities.



(8) Purchase, lease-purchase, or lease of driver's education vehicles; motor vehicles used for the maintenance or operation of educational plants and equipment; security vehicles; or vehicles used in storing or distributing materials and equipment.

CERTIFICATION:

CHARTER SCHOOL REPRESENTATIVE

Leslie Maloney

Comments:



As representative of the charter school, I certify that all information indicated above is accurate and current.

Your plan has been finalized and submitted to your sponsor for review.

Rule 6A-2.0020, F.A.C.
Form IEPC-CO1

MEMORANDUM

DATE: July 1, 2016

TO: Stephanie Archer, Director
Office of Charter and Choice Schooling

FROM: Rachel M. Roberts, Site Administrator – Elementary

RE: 2016-2017 Fee Schedule

Odyssey Preparatory Academy has implemented the following fee schedule for the 2016-2017 school year:

| | |
|-------------------|-----------------------------------|
| Grades K-2 | <u>\$5.00 per student</u> |
| | \$2.00 Spalding Notebook |
| | \$3.00 Technology fee |
| Grades 3-6 | <u>\$10.00 per student</u> |
| | \$2.00 Spalding Notebook |
| | \$3.00 Science Lab Fee |
| | \$2.00 Planner fee |
| | \$3 Technology fee |