



ODYSSEY  
CHARTER SCHOOL, INC.

**Board of Directors**

Leslie Maloney, *President*  
Thomas Cole, *Vice President*  
Amanda Larson, *Treasurer*  
Nick Holpfer, *Secretary*

**Thursday, January 31, 2019, 5:15 p.m.**  
**Annual 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 – *After a formal presentation of service reignition awards, the meeting was called to order at 5:45 p.m. Those in attendance were Leslie Maloney, Thomas Cole, Amanda Larson, and Board member candidate Andy Ziegler.*
- Pledge of Allegiance
- Adoption of the Agenda – *Unanimously adopted under one motion by Thomas Cole; seconded by Amanda Larson.*

**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. MANAGEMENT COMPANY REPORT**

1. Odyssey Charter 20<sup>th</sup> Anniversary – Dinner
2. Recognition of Service – Founding Employees – *Employees who have been with Odyssey for 15-20 years were recognized for their service to the schools.*
3. Introduction of New Board Candidate – *The Board welcomed their new Board member candidate, Mr. Andy Ziegler. Mr. Ziegler served on the BPS Board for 10 years, was a Rotarian for 30 years, Honorary lifetime member of the Melbourne Beach Volunteer Fire Department, Boards of Directors of the Melbourne Regional Chamber, AmiKids, Central Florida Boy Scouts advisory committee, Past Chair of Central Florida Public School Board Coalition.*
4. Annual PowerPoint Presentation – *Update on AdvancEd Accreditation Initiatives including Improvement Priority #1 (assessments) – A Comprehensive Student Assessment Plan (CSAP) was developed; Improvement Priority #2 (coaching and mentoring) – A coaching handbook and new teacher induction program was developed, as well as a revised and formalized process of professional growth plans for Academic Leaders; Improvement Priority #3 (GA Education Plan for systematic framework) – Curriculum guides for all core areas K-12, CSAP, and the MTSS handbook were created and implemented. Some highlights of the School Improvement Goals for Elementary include growing and developing gifted and talented program, deeper implementation of small group instruction for K-5, continued focus on learning gains and lowest 25% learning gains with intervention, tutoring and Success Saturday; for Jr/Sr High include expanded access to HS courses beyond Algebra while in middle school, increased access to College courses through AP and Dual Enrollment while in high school, College Counseling for all juniors and seniors, the addition of Finish Friday where students have the opportunity to stay beyond early release and finish their schoolwork; and for*

*OPA STEAM Lab for 90 minutes per week for all grades, deeper implementation of small group instruction for all grades, continued focus on learning gains for lowest 25%, vertical alignment of Math, ELA and Science standards and instruction for grades 4-6; All schools have also been focusing on skill building through strengthening their athletic programs. All budgets have been amended to include, for OCS, decreased student enrollment by 10 students from 1460 to 1450 due to Jr/Sr coming in slightly below projections, additional technology, security and projector upgrades. The net income meets the 5% reserve. The budget also includes \$625k set aside from fund balance for purchase of 3 parcels of property for approximately \$240k and an additional estimated cost of \$385k for surveys and architectural engineering; OPA includes increased student enrollment and technology, security and network upgrades; OCS, Inc. includes decreased overall student enrollment by 5 students from 1868 to 1863, revenue and expenses from OCS and OPA VPK/Enrichment programs and Summer Camp. The Board was updated on the Facility Projects (Plan for Growth) with architectural drawings of the new Eldron addition, parking lots and carloops; and the Wyoming Gymnasium and Fine Arts future building, which includes a "tie-in" to the main building and a new front office for better visibility for staff to see who is entering the building for safety precautions; and projections for future enrollment include for Elementary (K-5) from FY 2019-2023 a gradual increase of 58 students; for Middle School (6-8) from FY 2019-2020 an increase of 3 students maintained through FY 2023; and High School (9-12) from FY 2019-2023 a gradual increase of 215 students.*

**D. INFORMATION**

1. Early Release Days - Sample School Calendar – *Teachers have expressed a need for more planning. The idea was proposed by Leadership and they asked the Board to consider a future recommendation to eliminate all early release Fridays and replace with a teacher workday/PD day one Friday per month. The schools are working to possibly design programs for students to accommodate parents needing child care for those days with special activities for those days. A parent survey will go out to poll the school community. Leslie Maloney likes the idea for a full block of time. Thomas Cole agrees that it is a good opportunity to make sure teachers aren't tired at the end of the day each Friday.*
2. Board Member Holpfer Temporary Leave of Absence – *Mr. Holpfer will be taking a temporary leave of absence from the Board and will be on non-active status for a few months.*

**E. 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) – *A motion to table Consent item E8 was made by Thomas Cole; seconded by Leslie Maloney. Motion passed unanimously. Consent Agenda items E1-7 and E9-25 were unanimously approved under one motion by Thomas Cole; seconded by Amanda Larson.*

**Odyssey Charter School, Inc. Business:**

1. **APPROVED:** Approve Andy Ziegler as a new Board member.
2. **APPROVED:** Approve the Minutes of the Odyssey Charter School, Inc. Board of Director's Meeting for October 4, 2018 as presented.
3. **APPROVED:** Approve the 2017-2018 Single Audit.
4. **APPROVED:** Approve the 2018-2019 OCS, Inc. Amended Budget.
5. **APPROVED:** Approve the three-year HLB Gravier audit engagement letters (regular audit and single audit) for all schools.
6. **APPROVED:** Approve the teacher Salary Range Scale for 2019-2022 effective July 1, 2019.
7. **APPROVED:** Approve to engage the legal services of Ford and Harrison, LLP for employment law.
8. **TABLED:** Approve to move forward with architectural and engineering for both sites not to exceed \$385,000, pending final negotiation and legal review with the Board's construction attorney, David Cohen.



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**Odyssey Charter School Business:**

9. **APPROVED:** Approve the August, September, October and November 2018 Monthly Financial Reports.
10. **APPROVED:** Approve the 2018-2019 Amended Budget.
11. **APPROVED:** Approve Zari Padilla-Wilcutt to teach out-of-field in Science Elementary Grades 1-6.
12. **APPROVED:** Approve the Musical Theater and Chorus groups out-of-county field trip on February 21, 2019 to the Broward Center for the Performing Arts in Ft. Lauderdale, FL to attend the performance of Fiddler on the Roof.
13. **APPROVED:** Approve the Senior Class out-of-county field trip on April 26, 2019 to Universal Studios in Orlando, FL to attend Gradbash.
14. **APPROVED:** Approve the 8<sup>th</sup> grade out-of-county field trip on May 17, 2019 to Universal Studios in Orlando, FL to attend Gradventure.
15. **APPROVED:** Approve the Jr/Sr High Wind Ensemble and Symphonic Band out-of-state field trip on April 26-27, 2019 to Valdosta, GA to attend the Wild Adventures Classic Band Competition.
16. **APPROVED:** Ratify approval of the HS Soccer Team out-of-county field trip on January 15, 2019 to Windermere Prep in Windermere, FL to compete in a HS soccer game.
17. **APPROVED:** Ratify approval of the Robotics Club out-of-county field trip on January 12, 2019 to Seminole High School in Sanford, FL for their first Robotics Club Meet.
18. **APPROVED:** Approve the Robotics Club out-of-county field trip on February 2, 2019 to Hagarty High School in Oviedo, FL for the Robotics League Championships.
19. **APPROVED:** Ratify approval of the Orange Tree Staffing agreement for OT/PT and Speech services.
20. **APPROVED:** Approve the Big Family Cleaning Agreement for Jr/Sr High.

**Odyssey Preparatory Academy Business:**

21. **APPROVED:** Approve the August, September, October and November 2018 Monthly Financial Reports.
22. **APPROVED:** Approve the 2018-2019 Amended Budget.
23. **APPROVED:** Approve Nicole Badurek, Cheryl Alban and Eric DeRiggi to teach out-of-field in ESOL for the 2018-2019 school year.
24. **APPROVED:** Approve the first-grade students out-of-county field trip on February 28, 2019 to Schacht Groves in Vero Beach, FL and Mel Fisher's Museum in Sebastian, FL for hands-on history lesson.
25. **APPROVED:** Approve the Big Family Cleaning Agreement for OPA.

**F. ACTION AGENDA** (Items for Discussion by the Board) - *A motion to table Action items F1 and F2 was made by Thomas Cole; seconded by Leslie Maloney. Motion passed unanimously.*

1. **TABLED:** Approve to elect Board members Leslie Maloney and Thomas Cole for a 3-year term.
2. **TABLED:** Approve resolution to consider and take action in respect of obtaining tax-exempt financing for capital improvements to the Eldron and Wyoming campuses.
3. **APPROVED:** Approve to request mediation with Brevard Public Schools. *Thomas Cole made a motion to authorize staff and legal counsel for Odyssey Schools to seek a mediation session or sessions to discuss ongoing disputes between Odyssey Schools and Brevard Public Schools (BPS) related to repeated disputes regarding Exceptional*

*Student Education, Discipline Procedures for students including recommendations for expulsion, violation of equal access of student data information, and costs related to contracted services for students not expelled from BPS but placed within the BPS's ALC. The motion was seconded by Amanda Larson. The motion passed unanimously.*

4. **APPROVED:** *Thomas Cole made a motion to move the March 20, 2019 Board meeting to March 27, 2019; seconded by Leslie. Motion passed unanimously.*

**G. BOARD DIRECTORS' REPORT**

**H. ADJOURNMENT – *The meeting adjourned at 7:05 p.m.***

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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 March 12, 2019.

**ODYSSEY CHARTER SCHOOL, INC.**

A Florida not-for-profit corporation

By:   
Approved By

3/12/19  
Date