



Board of Directors

Jessica Nichols, *Acting President/Secretary*

Thomas Cole, *Director*

David Back, *Director*

Sonja White, *Director*

Leslie Maloney, *Director*

Thursday, August 28, 2014, 9:15 a.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 9:20 a.m. Jessica Nichols, Thomas Cole, Leslie Maloney were present in the Brevard location. Sonja White was present at the Orange County location. David Back was not present. Parent Liaisons representing Odyssey Charter and Odyssey Prep in Brevard were Wendi Nolder and Jon Chace.*
- Pledge of Allegiance
- Adoption of the Agenda – *Unanimously adopted under one motion by Thomas Cole; seconded by Leslie Maloney.*

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 – *Reggie Rodriguez from HLB Gravier discussed the outcome of the Odyssey Charter School and Odyssey Preparatory Academy annual audit showing no findings on either audit.*

E. MANAGEMENT COMPANY REPORT

1. School Update – *Constance Ortiz presented a Powerpoint presentation on leadership training that will be taking place at all schools through PLC's and follow-up with classroom walk-throughs. Constance also mentioned to the Board that the meeting location for the October meeting may change to the Orlando location. Beth Crist, GA Finance Manager, did a brief review of the school budgets, as well as updated the Board on the status of all internal loans.*
2. New Schools Update – *Oasis Prep opened successfully with 130 students on the first day count. Construction was kept to a minimum. Kitchen cooler is being installed.*

F. ADMINISTRATOR REPORT

1. Odyssey Charter School – *Wendi commented on PLC's. After receiving feedback from teachers, the majority have expressed how supported they feel with PLC's. Monica Knight spoke about Study Island.*
2. Odyssey Preparatory Academy - *none*
3. Oasis Preparatory Academy – *Valarie Thompson stated the school is off and running with energetic group and ready to dive in to PLC's next week.*

- 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) – *Unanimously approved under one motion by Leslie Maloney; seconded by Thomas Cole.*

All School Business:

1. **APPROVED:** Approve the Minutes of the Odyssey Charter School, Inc. Board of Director's Meeting for June 9, 2014 as presented.
2. **APPROVED:** Ratify approval of the corrected 11-month employee calendars and approval of 11-month hourly calendar for 2014-2015.
3. **APPROVED:** Ratify approval of non-substantial revision to the Teacher Employment Agreement.
4. **APPROVED:** Approve the 2014-2015 Wellness Policy.
5. **APPROVED:** Approve Jane Martin to remain as a designated signor on all schools bank accounts.

Odyssey Charter School Business:

6. **APPROVED:** Approve the OCS 2013-2014 Final Amended Budget.
7. **APPROVED:** Approve the OCS 2013-2014 Annual Audited Financial Report.
8. **APPROVED:** Approve the OCS 2014-2015 Operating Budget.
9. **APPROVED:** Approve the 2013-2014 OCS 4th Quarter Financial Report.
10. **APPROVED:** Ratify approval of the GovConnection purchase order in the amount of \$73,826.75 for technology.
11. **APPROVED:** Approve to designate Reggie Revis as the Representative to Facilitate Parental Involvement for Odyssey Charter School.
12. **APPROVED:** Approval for Adam Tritt to teach out-of-field in Social Studies.
13. **APPROVED:** Approval for Patricia Vincente to teach out-of-field in Reading Endorsement.
14. **APPROVED:** Approval for Laura Arrigo, Stephanie Williams, Patricia Vincente, Eliana Rodrigues, Linda Monfredo, Deanna Bernardo, Dale Convery, Andrea Forrest, Kavel Green, Kathryn Justesen, Kristen Kallusch, Cheryl Lafferty, Naomi Lonergan, Megan Lustig, Lisa Nickle, Ann Staab, Debra Baldwin, Cynthia Chanou, Heather Czagas, Kathryn Gillen, Kelcey Hereau, Melissa Laufer, Donna Strommand Sara Wyman to teach out-of-field in ESOL.

Odyssey Preparatory Academy Business:

15. **APPROVED:** Approve the OPA 2013-2014 Final Amended Budget.
16. **APPROVED:** Approve the OPA 2013-2014 Annual Audited Financial Report.
17. **APPROVED:** Approve the OPA 2014-2015 Operating Budget.
18. **APPROVED:** Approve the Monthly Financial Reports for May and June 2014.
19. **APPROVED:** Approve the OPA 2014-2015 School Improvement Plan.



20. **APPROVED:** Approval for Deidre Wilson to teach out-of-field in Social Studies.
21. **APPROVED:** Approval for Nicole Badurek, Ann Destafano, Caitlin Cummings, Pam Ebersole, Erin Convery, Bill Dobbs, and Deidre Wilson to teach out-of-field in ESOL.

Oasis Preparatory Academy Business:

22. **APPROVED:** Approve to designate Sonja White as the Representative to Facilitate Parental Involvement for Oasis Preparatory Academy.
23. **APPROVED:** Approve the Revised Oasis 2014-2015 Operating Budget.
24. **APPROVED:** Approve the Monthly Financial Report for July 2014.
25. **APPROVED:** Approve Accounting Policy Memorandum – Employee Sharing.

Odyssey Space Coast Academy Business:

26. None

H. ACTION AGENDA (Items for Discussion by the Board)

1. Interim Elections for Board President, Vice President, and Treasurer – *Thomas Cole nominated Jessicah Nichols as Interim President. Unanimously approved under one motion by Leslie Maloney to elect Jessicah Nichols as Interim President until regular elections occur at the annual meeting in January; seconded by Thomas Cole. Jessicah Nichols nominated Thomas Cole as Interim Vice President and Interim Treasurer. Unanimously approved under one motion by Leslie Maloney to elect Thomas Cole as Interim Vice President and Interim Treasurer until regular elections occur at the annual meeting in January; seconded by Jessicah Nichols.*

I. BOARD DIRECTORS' REPORT

J. ADJOURNMENT – *The meeting adjourned at 10:30 a.m.*

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 September 24, 2014.

ODYSSEY CHARTER SCHOOL, INC.

A Florida not-for-profit corporation

By: *Leslie Maloney*
Approved By *In absence of Board President.*

Date *9/24/14*