



ODYSSEY
CHARTER SCHOOL, INC.

Board of Directors

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

Tuesday, May 9, 2017, 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 5:15 p.m. Those in attendance were Leslie Maloney, Thomas Cole and Amanda Larson.*
- 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. PUBLIC PRESENTATION

1. Stakeholder Feedback Report – *Monica Knight informed the Board that Stakeholder feedback would be reported to the Board annually. The stakeholders include students, staff, administrators, management and the community. School administrators presented the reports.*

D. INFORMATION

1. S&P Global Ratings Report – *Galen Macpherson informed the Board about the ratings report, which is like a credit rating. The rating the school received was a BB rating, which is what we were hoping for. S&P had a lot of good things to say about the school and its management. The higher the rating, the more the bonds are worth.*
2. Loss Report – *Cindy Gilmore informed the Board that a Lenovo Thinkpad laptop was reported missing from the OPA science lab. A police report was made and the laptop has not been recovered to date. The loss amount is \$450.00. The school recommends the property record be made inactive.*
3. Draft Budgets for OCS and OPA, and final budget for Oasis – *All 2017-2018 budgets are calculated using the 2016-2017 FTE revenue worksheet and does not include an increase in FTE using a conservative revenue base when calculating the budgets for the following year. Oasis 158 students includes 1st year Capital Outlay. Cash balance \$38K June 30, 2018. Includes recoverable grants from GA and Church. OCS based on 1,425 students from 1,153 from the current year. The 1,425-student number is a conservative number. OPA 362 students and Capital Outlay was reduced by 10%. Capital Projects listed in the budgets were discussed in the annual meeting and the bond proceeds.*

4. AdvancEd Accreditation Update – *Constance informed the Board members that GA is winding up the process with the schools as a part of becoming an accredited system of schools. The AdvancEd team will be arriving Sunday and will be here through Tuesday. The schools have been doing a lot of preparation.*
5. Green Apple AdvancEd Assurances – *Addendum to management agreement assurances stating the Board will assure that all schools agree to advanced requirements. The school's attorney drafted the addendum and this will come back to the Board at the next meeting.*
6. Potential Board Member Nick Holpfer - *Constance also took this moment to introduce and welcome Nick Holpfer as a potential new Board member. Mr. Holpfer introduced himself to the Board as a US Army veteran and is now a community event coordinator. He will be going into the insurance business, but will still maintain coordinating events for charities.*
7. Safety Report – *Constance Ortiz and Mike Davis. The school had a loss of a child who was riding his bike home from school and was killed by a driver out of the school zone. The school district was a great help with sending grief counselors. The school also raised over \$5K for the family. This prompted the City of Palm Bay to work more diligently with the school are working together to get better safety. Looking to find money to secure the 15 mph blinking school zone lights. Currently the school was able to get a speed detector for the time being that will be shared with the schools. In July a couple of representatives from the school will be going to Tallahassee to become crossing guard trainers so they are certified to train staff. A transportation engineer will be on campus to look into speed bumps in the car loops and parking lots. Carol Wilson reported on a safety audit that was conducted on all campuses. The audit will be conducted every 3 years. Findings were reported, along with how these findings will be remedied.*
8. New School Development – *Melbourne was going to be too costly. The plan is to build a couple more schools. Odyssey has been recommended as a school to work with a corporation representative who would like for Odyssey to put a school in their corporate area. Oasis is still struggling. Green Apple is continuing to pour additional resources into the school.*
9. Bond Loans – *Rich Moreno closed and bonds were issued. Interest rate below 5.5% for the life of the bonds. The first payment will be on June 1. Overall debt service a little over \$1 million. The school is in a great position and will not have to worry about refinancing in the future. An annual call with S&P and the Board of Directors certifying the financials are accurate. Constance thanked Leslie Maloney, Thomas Cole and Amanda Larson for their work on the closing, as well as Rich Moreno, Galen Macpherson and Beth Crist.*

- 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) – *Unanimously approved under one motion by Thomas Cole; seconded by Amanda Larson.*

Odyssey Charter School, Inc. Business:

1. **APPROVED:** Approve the Minutes of the Odyssey Charter School, Inc. Board of Director's Meeting for March 10, 2017 as presented.
2. **APPROVED:** Approve Mr. Nick Holpfer as a new Board member.
3. **APPROVED:** Approve the Food Service Procurement Policy.
4. **APPROVED:** Approve the 2017-2018 Wellness Policy.
5. **APPROVED:** Approve the revised PTO policy in the Employee Handbook.
6. **APPROVED:** Approve the ESP Evaluation for Green Apple School Management, LLC.
7. **APPROVED:** Approve to adopt the 2017-2018 Brevard Public Schools and Orange County Public Schools Student Calendars including all future district Board approved revisions.
8. **APPROVED:** Approve the 2017-2018 OCS, Inc. Board Meetings Calendar.



ODYSSEY
CHARTER SCHOOL, INC.

9. **APPROVED:** Approve the 11-Month 2017-2018 Employee Calendar.
10. **APPROVED:** Approve the 11-Month 2017-2018 Administrator Calendars, Options 1 and 2.
11. **APPROVED:** Approve to amend the cost amount of the Greg Turner/Planning Through Collaboration contract from \$45,000 to \$60,000, for all schools combined, for the remainder of the 2016-2017 school year.

Odyssey Charter School Business:

12. **APPROVED:** Approve the 2016-2017 Third Quarter Financial Report.
13. **APPROVED:** Approve to reappoint Monica Knight as the Jr./Sr. High Site Administrator for the 2017-2018 school year.
14. **APPROVED:** Approve to reappoint Wendi Nolder as the Elementary Campus Site Administrator for the 2017-2018 school year.
15. **APPROVED:** Approve the 2017-2018 OCS School Student Calendar including future revisions by the BPS Board.
16. **APPROVED:** Approve REV Group, Inc. lease/purchase proposal of 3 Blue Bird school buses with an amount not to exceed \$260K over a 60-month period, along with the sale of 2 Blue Bird 2009 buses.
17. **APPROVED:** Approve the Jr/Sr High Marine Biology class out-of-county field trip to Sea Life Orlando Aquarium in Orlando, FL on May 20, 2017.

Odyssey Preparatory Academy Business:

18. **APPROVED:** Approve the February and March 2017 Monthly Financial Reports.
19. **APPROVED:** Approve the 2017-2018 OPA School Student Calendar including future revisions by the BPS Board.

Oasis Preparatory Academy Business:

20. **APPROVED:** Approve the February and March 2017 Monthly Financial Reports.
21. **APPROVED:** Approve the 2017-2018 Operating Budget.
22. **APPROVED:** Approve to reappoint Tiffany Ward as the Site Administrator for the 2017-2018 school year depending upon sufficient enrollment and passing school grade.
23. **APPROVED:** Approve the 2017-2018 Oasis School Student Calendar including future revisions by the OCPS Board.
24. **APPROVED:** Approve the 2017-2018 OCPS Transportation Agreement for field trip transportation.

Orion Preparatory Academy-Brevard Business:

25. **APPROVED:** Approve the February and March 2017 Monthly Financial Reports.
26. **APPROVED:** Approve to rescind the original CSP Grant for Orion Brevard.

Orion Preparatory Academy-Orange Business:

27. **APPROVED:** Approve the February and March 2017 Monthly Financial Reports.

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

1. Office of Treasurer Election. *Leslie Maloney nominated Amanda Larson as Treasurer. Nick Holpfer made a motion to elect Amanda Larson as Treasurer, seconded by Thomas Cole. The motion carried unanimously.*

G. BOARD DIRECTORS' REPORT

H. ADJOURNMENT – *The meeting adjourned at 6:15 p.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 June 22, 2017.

ODYSSEY CHARTER SCHOOL, INC.

A Florida not-for-profit corporation

By: Thomas Cole
Approved By

6/22/17
Date