

**Odyssey Academy
Board of Directors
Regular Meeting
6201 Noble Avenue North
Brooklyn Center, MN 55429**

**WEDNESDAY July 21, 2010
6:00 P.M.**

Odyssey Board Mission:

The purpose of the Board, on behalf of Odyssey Academy membership, is to create sustainable conditions in which Odyssey Academy achieves desired results for students, parents and staff in a financially responsible manner.

Membership in Attendance: Mike Auld, Jim Rosengren, Kris Lawrence-Anderson, Roshelle Amundson, Heather Wincek, Jodie Hardenbrook, Lisa Larson, Alicen Thorstad
John Sedey, School Director, ex-officio member
Notetaker: Sheila Prokott

Absent members: Jessica Driscoll

Community members/Guest Visitors: Jaclyn May, Paul Donovan

1. Call to order and roll call at 6:05 p.m. by Mike Auld, Board Chairperson.
2. Additions to agenda made at Board Meeting: Mike Auld requested that agenda item 8.7, "Facilities/OSBO" be moved in front of agenda item 7.1.
3. Approval of Agenda.
Jodie Hardenbrook motioned to approve the agenda with the requested change. Jim Rosengren seconded this motion. All Board members present agreed. No one abstained or objected. The motion to accept the presented Board Meeting agenda was approved.
4. Approval of minutes from June 23, 2010 Board Meeting.
A copy of minutes from June 23, 2010 was distributed to all Board Members for review.

Mike Auld motioned to approve the June, 2010 Board Minutes. Kris Lawrence – Anderson seconded the motion. All Board members present agreed. No one abstained or objected. The motion to accept and approve submitted June 23, 2010 Board Meeting Minutes was agreed on and passed.
5. Community comments. No community comments were made or addressed by Board Members.
6. Closed Meeting as needed. No closed meeting was needed or held.

7. New Business.

8.7 Facilities/OSBO. John Sedey reported the current status of the school building purchase process. OSBO refused HighMark's most recent purchase agreement. HighMark has until September 16, 2010 to back-out of purchase agreement with the Osseo School District. HighMark has informed Odyssey that we are the only school they are currently dealing with in Minnesota.

7.1 Approval of resolution providing limited authorization for Executive Director and Business Manager.

John Sedey presented a print copy of this resolution and explained the need for it.

RESOLUTION PROVIDING LIMITED AUTHORIZATION FOR THE EXECUTIVE DIRECTOR AND BUSINESS MANAGER TO SIGN CONTRACTS

WHEREAS, Minnesota Statutes 123.37, Subdivision 1.a. provides School Boards with the authority to authorize Executive Directors and Business Managers to sign contracts within adopted budgets, and

WHEREAS, numerous contracts of a routine nature need to be executed on a regular basis, and,

WHEREAS, Minnesota Statutes 123.37 stipulates that contracts made without compliance to this section can be found to be void.

BE IT THEREFORE RESOLVED that the School Board authorizes the Executive Director and Business Manager to execute contracts within the adopted budget as approved by the School Board provided that any transaction in an amount exceeding the minimum for which bids are required must first be specifically authorized by the School Board and must fulfill all other applicable requirements.

The motion for the adoption of the foregoing resolution was introduced by Board Member Alicen Thorstad and duly seconded by Board Member Heather Wincek and upon voted being taken thereon, the following voted in favor thereof: Mike Auld, Roshelle Amundson, Lisa Larson, Kris Lawrence-Anderson, Jim Rosengren, and Jodie Hardenbrook. No one voted against this resolution.

whereupon said resolution was declared duly passed and adopted.

Alicen Thorstad motioned to approve the "Resolution Providing Limited Authorization for the Executive Director and Business Manager". Heather Wincek seconded this motion. All Board members present agreed. No one abstained or objected. The motion to accept the following "Resolution Providing Limited Authorization for the Executive Director and Business Manager" was approved and passed.

7.2 Authorization to approve and pay vendors before Board Meetings and use wire transfers.

Mike Auld motioned to approve authorization for paying vendors before Board Meetings and through use of wire transfers. Jodie Hardenbrook seconded this motion. All Board members present agreed. No one abstained or objected. The motion to authorize payment of vendors before Board Meetings and through use of wire transfers was approved and passed.

7.3 Selection of Park Midway Bank as the school depository.

Jim Rosengren motioned to approve Park Midway Bank as Odyssey Academy's school depository. Heather Wincek seconded this motion. All Board members present agreed. No one abstained or objected. The motion to approve Park Midway Bank as Odyssey Academy's school depository was approved and passed.

7.4 Logo rebranding. Roshelle Amundson presented information about why Odyssey Academy needs a new Logo rebranding. She presented five different potential logo designs to the School Board. Odyssey currently needs a re-branding log to provide a current and specific image that represents Odyssey Academy. Discussion has been held with Odyssey's Leadership Team and Marketing Committee Members about what elements should be considered and included in a new logo design. Re-branding log will not required Odyssey Academy changes to the school's mission and charter focus. Ideas about tag lines to be part of Odyssey's rebranding logo were discussed. Ms. Amundson indicated the cost for the available graphic designer to create the final new logo image will be \$200 to \$300.

Board members present voted by paper ballot for the top two proposed and presented logo design ideas at this meeting. The voted on top two designs will be forwarded with any additional input about tag lines from Board Members, school staff and parents to the graphic designer to develop further.

8. Committee Reports.

8.1 Community Action Committee (CAC): Shel Auld reported on behalf of CAC.

Board members were given a copy of the most current proposed version of the 2010-2011 Events Calendar. Events have been planned so that only one evening event is scheduled each month. Mid-Trimester Parent-Teacher Conferences are considered an evening event by CAC members.

Ms. Auld highlighted some significant changes on the proposed 2010-2011 Events calendar. December 12-2-2010 Event is a significant change from previous years. Trimester Project Night is suggested to be combined with the Winter Music Program and Annual Soup/Chili Cook-off. This is a very tight schedule for this day and will require intense planning with specialist teachers. The advantage of combining all these activities on one night is parents and staff only need to attend one evening event in December 2010.

Special daytime scheduled school events were noted on the calendar given to Board Members. Ms. Auld reported that Lock-in Events have been the best and most successful way to fundraise. Feedback has been that students and parents really like these events. Spring Lock-in days have not been scheduled due to when mid-trimester conferences, and testing will be scheduled. There has been some discussion about whether or not to have a roller-skating event again in the spring.

Other event calendar issues presented were: Project Night scheduled for 3/17/2011 landing on St. Patrick's Day and Drama Club/Play Performances have not been placed on the calendar. Board members were encouraged by Ms. Auld to send an email to her if they have questions, concerns or thoughts about the presented proposed 2010-2011 Events calendar.

8.2 Health and Wellness Committee. Shel Auld reported.

A copy of the most recently revised “Wellness Policy” for Odyssey Academy developed by this committee during the past school year was given to Board members present. Ms. Auld reported that the proposed policy has been reviewed by Health and Wellness Committee members and two community members for feedback. One the community members who reviewed and provided specific feedback about the proposed policy was the Brooklyn Center Community services Wellness Coordinator whose position is coordinated with Hennepin County. The last two pages of the proposed policy are Addendums with information about specific ideas to implement the School Wellness Policy. The Health and Wellness Committee worked diligently to create a user friendly policy.

Discussion was conducted by Board Members about how students, school staff and school administration will monitor progress with carrying out this proposed Wellness Policy. The Board Chairperson, Mike Auld, indicated the school Leadership Team should be involved in the implementation of this policy.

Heather Wincek motioned to approve and adopt the proposed Wellness Policy. Roshelle Amundson seconded the motion. All Board members present agreed. No one abstained or objected. The motion to approve the presented Wellness Policy was approved and passed.

8.3 Finance: John Sedey reported.

8.3.1 Use of line of credit.

All utilities and six months of rent have been paid. Four months of rent are still due. Odyssey needs to pay off the current line of credit by the end of October 2010.

8.4 School Improvement Committee: Roshelle Amundson reported.

No meeting was held by this committee in the last month. No new information to report.

8.5 Technology Committee: Jim Rosengren reported.

No meeting was held by this committee in the last month. No new information to report.

8.6 Marketing Committee: Roshelle Amundson reported.

Crystal Parade is this next weekend. Twenty five people are scheduled to walk in the parade. labels on give-away bags have information about he August 17th Open House event on them. Ms. Amundson stated that she has been monitoring where people are checking us out on Facebook and Odysseys’ website. Roshelle has been giving tours and talking to new potential parents of students and conducting retention/exit phone calls for enrollment. August 17th Open House is the big push for Marketing Odyssey. Roshelle has been getting inquiries from the pre-school flyer drop that has been done.

Kris Lawrence-Anderson has been organizing the Cub Brat Booth for August 12 and 13th. There has been difficulty getting people to volunteer and sign-up for helping at Marketing Events. Ms. Lawrence-Anderson will be finalizing Brat Booth details and schedules. Discussion was conducted by Board Members about how they can get more school staff and families involved in Marketing Events for Odyssey.

8.6 Marketing Committee continued:

The Rosengren's have an opportunity for Odyssey to put out information for marketing at their church for four days.

Odyssey has received a promotion from the Sun Newspaper "Who's Who". This is for a fee to advertise in the newspaper.

National Night Out Kick-Off Party at Brooklyn Center Central Park is August 2, 2010.

Kris Anderson-Lawrence is willing to represent Odyssey at this event.

September 11, 2010 is the Osseo Parade Event.

8.7 Facilities/Odyssey School Building Organization (OSBO): Mike Auld reported.

Mr. Auld indicated urgency for Odyssey to be in contact with Osseo about the building lease and use.

Alicen Thorstad motioned to send something to Greg Gredvig and his team in appreciation for the work they have done through OSBO. Lisa Larson seconded the motion. All Board members present agreed. No one abstained or objected. The motion to approve sending Greg Gredvig and his team something in appreciated for their work on OSBO was approved and passed.

9. Director Report.

9.1 Enrollment: Current student numbers are similar to July 2010. An enrollment of 260 students is possible to reach for the 2010-2011 school year. An enrollment goal of 279 has been set to reach. Mr. Sedey stated he will send Board members specific enrollment information early next week when Kari Mitchell is back to run current enrollment numbers. August is a big month to build enrollment. It is hard to increase enrollment once the school year begins.

School Board members discussed the importance of getting advertising in the local Sun newspaper before the August 17th Open House to increase interest in Odyssey and enrollment. Board members determined the cost for running advertising the two Thursdays before the August 17th Open House would be worth the risk to increase enrollment.

Mike Auld motioned that the Board gives the Marketing Committee \$2500 to spend toward enrollment targeting August 17th Open House enrollment. Heather Wincek seconded the motion. All Board members present agreed. No one abstained or objected. The motion to approve providing the Marketing Committee with \$2500 to help increase school enrollment was approved and passed.

9.2 MCA Tests.

MCA Test Results for Odyssey students in grades 3-8 for Spring 2010 stayed about the same as they were in Spring 2009. Odyssey has not made progress based on these tests. We still need to analyze the specific MCA data more carefully. Odyssey predicted that students would do better on MCA's this year based on the NWEA test increase data gathered during the 2009-2010 school year.

9.2 MCA Tests continued.

Jodie Hardenbrook stated that weaknesses on the MCA Tests are spread out and that there are no

consequences to student's based on their MCA results. In addition, the MCA Test results are available three months after they have been completed by students.

Odyssey did not make "Safe harbor" for 2010 and we will have to spend 10% of Title I money to provide supplemental services to students outside of the scheduled school day.

9.3 Curriculum Committees.

The Math and Reading Curriculum Committees started work on Tuesday July 20, 2010. There are four members on each committee; each member representing groups from grades K-8. Each of these groups is looking at the scope and sequence of the curriculum and materials we are using. These committees need to look more specifically at MCA II strands our students didn't do so well with in order to improve instruction. These committees will be working to answer the question "Are skill being taught at the correct grade level where they are being tested on the MCA II Tests? Both curriculum committees are meeting again in August.

10. Consent Agenda

10.1 Payment of bills, including payroll.

Kris Lawrence-Anderson motioned to approve payment of current bills, including payroll. Lisa Larson seconded the motion. All Board members present agreed. No one abstained or objected. The motion to pay Odyssey's current bills and payroll was passed and approved.

10.2 Personnel Action:

10.2.1 Hire –Amanda Morpew (ELL)

John Sedey requested approval to hire Amanda Morpew as an English Language Learner (ELL) teacher for the 2010-2011 school year.

Mike Auld motioned to approve the hiring of Amanda Morpew at Odyssey Academy for the 2010-2011 school year. Heather Wincek seconded this motion. All Board members present agreed. No one abstained or objected. The motion to hire Amanda Morpew was passed and approved.

10.3 Contracts for Services:

10.3.1 Minnesota School Boards Association (MNSBA) dues.

John Sedey requested that Odyssey Academy's School Board continue with a membership with this organization. Annual dues are \$630.

Jim Rosengren motioned that Odyssey Academy pay MNSBA dues.

Alicen Thorstad seconded the motion. All Board members present agreed. No one abstained or objected. The motion to pay \$630 annual dues to MNSBA was passed and approved.

10.4 Receipt of Donations. No donations were received by Odyssey Academy during the past month.

11.0 Old Business:

11.1 Board Training ---August 25, 2010 (4:00 -7:00 p.m.

All Board Members present were in agreement with this scheduled training date and time

Action to adjourn meeting was made by Roshelle Amundson. Alicen Thorstad seconded the motion. All members present were in favor. The Board Meeting adjourned at 8:37 p.m.

Next Board Meeting is scheduled for Wednesday August 25, 2010 beginning at 7 p.m. following Board Training Meeting from 4-7 p.m.