

Odyssey Academy
6201 Noble Avenue North
Brooklyn Center, MN 55429

Board of Directors Regular Meeting
Wednesday April 20, 2011
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.

Community Members: None

Guest Visitors: None.

1.0 Call to Order: Board Vice-Chairperson, Alicen Thorstad, called to order the regular meeting of the Board of Directors for Odyssey Academy at 6:05 P.M.

Roll Call:

Present: Vice-Chair Alicen Thorstad and Members; James Rosengren, Lisa Larson, Barb Newbauer, Craig Smith, Ian Sinclair, John Sedey, Executive Director, ex-officio member.

Absent: Chair Jodie Hardenbrook, Kris Lawrence-Anderson, and Pa Modou Ann

2.0 Additions to Agenda – Made at Board Meeting: Smith requested that the agenda include a clarification of the terms of service for newly appointed Members Pa Modou Ann and Ian Sinclair. The information regarding the terms of service for Modou Ann and Sinclair was provided at this time by Sedey, thereby eliminating the need to have it added to the agenda.

3.0 Approval of Agenda: April 20, 2011

Motion: Rosengren moved, seconded by Newbauer, to approve the April 20, 2011 agenda.

Motion carried.

4.0 Approval of Minutes: Regular Board Meeting: March 16, 2011

Thorstad provided a correction to the Community Action Committee Report from the March 16, 2011 minutes regarding the Talent Show. The Talent Show, which was recorded in the minutes as occurring in April, will occur in May with the tryouts occurring in the month of April.

Motion: Larson moved, seconded by Newbauer, to approve the Regular Board Meeting minutes from March 16, 2011, with the correction regarding the Talent Show.

Motion carried.

5.0 Community Comments: None.

6.0 Closed Meeting as Needed: A closed meeting was not called.

7.0 New Business:

7.1 FY11 Budget Revision: Sedey informed the Board of the need to adopt a Budget Revision. He reviewed with the Board the revised budget; providing information regarding Federal Aid, the conclusion of Stimulus Dollars (AARA), and Lease Aid payments. He provided a breakdown of how FICA, salaries, benefit details, supplies and services, and other expenditures were reflected within the current budget. He reported that Odyssey had amended its accounting procedure to include all of the necessary areas required for reporting. He concluded by stating that Odyssey's finances are looking well, and would end the year with a fund balance that reflected ten percent of the year's expenditures.

Motion: Rosengren moved, seconded by Newbauer, to adopt the FY11 Budget Revision.

Motion carried.

8.0 Committee Reports:

8.1 Community Action: Larson announced that rehearsals will be on May 17th and 19th for the upcoming Talent Show. She reported on the decision by CAC to only have three fundraisers that involve selling products: Clubs Choice, Palermos, and selling spring flowers. She added that CAC had decided to table the SCRIP fundraiser for a year with the intent to revisit whether or not there would be enough interest in trying it again. She stated that CAC had been looking at ways to build up enthusiasm for fundraising among the students; with a possible incentive being tickets to a magic show. She announced that Teacher Appreciation Day had been changed from May 5th to May 19th.

Thorstad provided to the Board a copy to pass around for review of a list of every program CAC did this year, its purpose, and the profit totals from each program.

8.2 Health and Wellness: Larson shared with the Board that the committee had reports of staff complaints regarding using the Healthy Body Healthy Mind Books. The committee discussed for next year, the idea of having a chart on the wall in the classroom, which would allow students to record their information in class, instead of having a booklet that the students would have to take home. She reported that the committee would like assistance next year when it comes to writing the grant for SHIP.

8.3 Finance: Rosengren reported that the committee discussed the revised budget. He reviewed with the Board, the Cash Flow for the month of March. He pointed out that Odyssey had received Title Money along with the start of the Lease Aid payments. He noted that because of this, Odyssey had not needed to access funds from the line of credit. He discussed the plan Odyssey had put in place to make a lease payment every two weeks.

8.4 School Improvement: Smith reported that the committee was continuing to look at and monitor the AYP plan for the year, noting that Odyssey was making progress towards its goals. He provided an update of the staff training planned during the staff development time for Thursday of next week. He explained that a large percentage of the time next week would be spent on curriculum committees and the addition of the science committee. He discussed the goal of the curriculum committees to develop and introduce a new framework and structure to the existing curriculum. He stated that the overall goal was to get everyone talking and working on common themes and structure throughout K-8 and the need to continue focusing on this goal throughout staff development in the upcoming school year.

8.5 Technology: Smith reported that the committee did not meet. He informed the Board that he had notified the committee members, via e-mail, to continue to be aware that they were on track with the budget. He added that he would be bringing to the attention of the committee an idea he had for next year, allowing teachers to apply for mini-grants within the school itself for technology items they feel would be useful in their particular classrooms. He explained that this would allow the teachers to give ideas as to what their classroom needed instead of Smith trying to figure out who needed what technology and where.

8.6 Marketing: Newbauer reported that the committee is working on advertising for the upcoming parades by creating posters for the events. She noted that the date for the Robbinsdale Parade was on Sunday July 10th. This was a correction to the meeting notes from March 16th, which recorded it being on Saturday July 11th. She reported that the community was showing an interest in Odyssey having a Community Garden. She announced that Kari had brought to the meeting, a promotional folder which would be sent out to the community with the intent of reaching parents of pre-k and kindergarten children and introducing them to Odyssey.

8.7 Facilities/OSBO: Sedey reported that at this time, everything was up-to-date. He reaffirmed that a ten year lease had been signed with Osseo. He noted that Charter School Development Corporation, with whom we and NorthMarq have been working, had made an offer to purchase the building from Osseo, and that Osseo had accepted the offer. He reported that it was currently on hold, with the intent of finding financing for the purchase. He added that Odyssey had updated the Sun Post and Channel 12 on the upcoming building purchase after receiving calls from them regarding Osseo selling the building.

9.0 Director's Report:

9.1 Enrollments: Sedey reported that enrollment was at 242, adding that there were 22 new Kindergarten registrations for the fall.

At this time, Sedey brought to the attention of the Board, a situation involving Odyssey and the dispensing of medication to a student. The Board addressed the issue in a discussion that followed with the conclusion that the proper procedures had been followed.

9.2 Mentor Program: Larson provided a presentation, to the Board, of the Mentor Program that she had developed for Odyssey. She talked about the importance of a child having a mentor and of how beneficial the relationship can be for the child, as well as, the mentor. The presentation included statistics and data that reinforced the relationship between mentorship and success in school; showing that mentorship provides positive outcomes that could possibly lead to a reduced number of high school drop-outs. The Mentorship Program was showing great success throughout the year, with Larson reporting that the Program had grown to 16 mentors volunteering their time to Odyssey's children.

9.3 Strategic Planning Process: Sedey informed the Board that t on the White Earth Reservation. He explained how the evaluation of the Circle of Life School was part of the process for getting Odyssey's Strategic Planning going. to begin our two people on staff did an evaluation of the Circle of Life School. By providing accreditation of schools would eventually lead to Odyssey becoming accredited themselves. There will be more opportunities over the summer for people to participate in the process.

9.4 Authorizer: Sedey announced that Odyssey had been approved by the Audubon group. He explained that Audubon had a May 1st deadline to present the agreement to the State for their approval.

9.5 Summer Programming Update: Sedey updated the Board regarding the current process for developing Odyssey's Summer Program. He explained that each teacher was asked to contact a parent and invite them to a meeting regarding what they would like to see in Odyssey's Summer Program. A dozen parents attended and were asked various questions regarding what they would like to see in the Summer Program offerings, such as, length of days, length of program, transportation, etc. He added that a meeting was scheduled for tomorrow (Thursday), to discuss and utilize the findings in the designing of the Summer Program. The intent would be to complete the Summer Program design and schedule so that registration would be available to parents at conference time.

A discussion followed, with the Board looking at various ideas and locations for summer activities such as roller skating, bowling, and swimming, as well as discussing transportation and childcare options during the summer.

9.6 MCA Testing Update: Smith reported that the Reading testing had been completed. He noted that efforts towards test preparation and the reduction of stress and anxiety appeared to have had some success. He reported that Odyssey is on track for the Math testing, which will be administered on computers, in two weeks

10.0 Consent Agenda:

10.1 Payment of Bills/Payroll:

Motion: Rosengren moved, seconded by Newbauer, to approve the payment of bills including payroll.

Motion carried.

10.2 Personnel Action: None.

10.3 Receipt of Donations: None.

10.4 Food Service Contract FY12: Sedey made the recommendation to the Board that Odyssey continue to have Caravan Kids provide food service for the school. Following a discussion including the ability to have food choices and pricing options, the Board agreed to continue using Caravan Kids and adopt the Food Service Contract FY12.

Motion: Larson moved, seconded by Rosengren, to approve the Food Service Contract FY 12.

Motion carried.

11.0 Old Business:

11.1 Adopt Policy # - Bullying/Cyber-Bullying: Sedey presented an updated Bullying/Cyber-Bullying policy for the Board to review and adopt.

A discussion by the Board followed, and upon reviewing the policy, it was noted that a change of wording within the policy was necessary for a clearer understanding of the policy itself. The Board agreed to change the wording of “this policy”, throughout the entire document, to say “the policy”. An amendment, which was agreed upon by the Board, was made to the last sentence in paragraph three and would now read, “...to which Odyssey is committed”.

Motion: Smith moved, seconded by Newbauer to adopt the policy regarding Bullying/Cyber-Bullying.

Motion carried.

11.2 Review Regulation # Bullying/Cyber-Bullying: Sedey provided a draft of the Regulation regarding the Bullying/Cyber-Bullying policy for review.

11.3 2011-12 Calendar: Sedey presented the revised 2011-12 calendar to the Board. He stated that, based on input from the previous meeting, changes were made to the calendar regarding the timing of Spring Break. After a discussion and final review, the Board agreed to adopt the 2011-12 calendar.

Motion: Larson moved, seconded by Newbauer, to adopt the 2011-12 calendar.

Motion carried.

11.4 Employee Compensation: Sedey reported that the costs in bringing equity to the staff had been looked at and based on what the State Legislature decided this year, it may be possible to add the compensation into the budget proposal for the next school year.

12.0 Action to adjourn the meeting at 8:27 P.M.

Rosengren moved, seconded by Newbauer.

Motion carried.