

OUR MISSION--We provide a safe, caring atmosphere with small class sizes. We strive to prepare each child for a successful future by nurturing relationships among educators, students, families and community.

OUR VISION—Odyssey Academy is a model for developing respectful life-long learners—the school of choice for families in the Northwest metro area.

Minutes
Odyssey Academy
Charter School District #4030
Tuesday, March 21, 2017

Regular Meeting
Odyssey Academy
6201 Noble Ave. No.
Brooklyn Center, MN 55429

5:00 p.m. Finance Committee Meeting
5:30 p.m. Board Work Session
6:00 p.m. Regular Board Meeting

Community Members: Rhianon Sargent (ACNW), Dona Fehr (Financial Manager, Member of Interim Executive Committee), Craig Smith (Member of Interim Executive Committee)

Guest Visitors:

1.0 Call to order and establishment of a quorum: 6:03

2.0 Roll Call and Establishment of a Quorum:

Members Present: Kris Lawrence Anderson, Jim Rosengren, Ryan Parker, Will Holmes, Connie Moore, Christine Grigor, Jessica Driscoll, Sue Sporre

Members Absent: Richard Troska

2.1 Pledge of Allegiance

3.0 Approve Agenda: Approval of the March 21, 2017 agenda

3.1 Additions to the agenda:

3.2 Declaration of Conflicts of Interest:

Motion to approve the March 21st agenda

1st - Kris Lawrence-Anderson, 2nd - Will Holmes

Passes 6/0

4.0 Community Comments:

5.0 Initial Board Finance Training:

5.1 Dona Fehr, Odyssey Academy

Dona gave us a presentation on the basics in budgeting and board duties in relation to finances of the school. Our job is to trust and verify – oversight of the financial decisions based on policies.

6.0 Consent Agenda:

6.1 Payment of bills, including payroll:

5.1.1 Approval of Checks: Bremer 5019 and MNBT 27074-27127

6.2 Approval of March 1 and March 6, 2017 Minutes:

6.3 Personnel action:

6.3.1 Paraprofessional Hiring: None

6.3.2 Teacher: None

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6.3.3 Appointments: None

6.3.4 Non-Classified: None

6.3.5 Resignations: None

6.4 Contracts:

6.4.1 Teacher Observations

6.5 Receipt of grants/donations:

Motion to approve the consent agenda, except for 6.4.1 Teacher Observations

1st – Kris Lawrence-Anderson, 2nd – James Rosengren

Passes 7/0

6.6 Teacher Observations

Discussion: It is a state law that all teachers be evaluated each year. Within our interim executive committee we do not feel that we have the capacity to do these evaluations effectively. The committee would like to hire a consultant or company to run the evaluations. The executive committee will continue to support teachers and staff by doing informal observations through the rest of the year. Discussion of what model to use focused many on Danielson, but also mentioned was Marzano and the rubric that was handed out to staff and board earlier in the year by Melinda Crowley.

Motion to approve directive of Executive Committee to find a consultant for official teacher evaluation at the end of the year.

1st – James Rosengren, 2nd - William Holmes

Passes 8/0

7.0 Action Items:

7.1 Appoint Craig Smith MDE contact

Discussion: In order to receive waivers for teachers it has become more difficult to receive them from MDE without the presence of an Executive Director. The executive committee would like to be given the ability to sign off on flexible staffing.

Motion to appoint Craig Smith as MDE contact.

1st – Kris Lawrence-Anderson, 2nd – Christine Grigor

Passes 8/0

7.2 **Appoint IoWA (Tabled)**

7.3 Policy Revisions:

7.3.1 First reading- None

7.3.2 Second reading- None

7.3.3 Third reading and adoption

7.3.3.1. 806 Crisis Management Policy (Tabled)

8.0 Reports:

8.1 Community Action—Board representatives: Moore

No report given.

8.2 Finance—Board representatives: Parker, Sporre

8.2.1 February Financials:

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Motion to approve February Financials

1st – Christy Grigor, 2nd – Kris Lawrence-Anderson

Passes 8/0

8.3 Facilities/Technology— Holmes

Everything is running smoothly, Holmes and a student are getting a library server up and running. Smith is setting up Chrome Book Carts. Parker has testing running smoothly and has communicated the technology needs.

8.4 School Improvement— Parker

8.4.1. Environmental Education Goals

Teachers and students are continuing to record what is in the recycling bin and trashes each day in order to create a habit of it.

8.5 Director's report— Craig Smith

8.5.1 Current enrollment: 313

8.5.2 Calendar: 2017-18 Calendar

Discussion: The calendar has not changed. Lead Team feels it is a finalized version.

Motion to approve the 2017-2018 Calendar

1st – Connie Moore, 2nd – Will Holmes

Passes 8/0

8.5.3 School Activities:

- April 22nd Recycling Fundraising

8.5.4 Audubon

- Epicenter Report
- ACNW Notice of Deficiency (Rhianon)
 - Big Picture Odyssey- Mission, Vision, Expectations
 - Contract Goals
 - Job Description for Executive Director (or another model)
 - Executive Director Evaluation

Discussion: We have an established mission and vision, is it sustainable or attainable? Odyssey is currently failing. We need to develop a clear expectation of what Odyssey Academy will be. We need to find a consultant to help set clear expectations for our executive director. We need to move fast on this so that we can have a plan installed for next year, which is an ACNW Contract Renewal Year. When a consultant is found the task force will notify the board chair and he will send out available dates for a Saturday extended work session.

Motion to develop a Task Force, consisting of Jessica Driscoll, Will Holmes, and Connie Moore, to find a consultant to assist in our strategic plan.

1st – Will Holmes, 2nd – Connie Moore

Passes 8/0

9.0 Information/Discussion Items:

9.1 Board training schedule:

9.1.1 Initial Training for board members – Finance Training on March 21th from Dona

Members in attendance of the Finance Training: Kris Lawrence Anderson, Jim Rosengren, Ryan Parker, Will Holmes, Jessica Driscoll, Sue Sporre

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9.1.2 Board Self-Assessment Data (Tabled – only 6 responses received)

9.2 Bylaws & Articles of Incorporation

9.2.1 General Membership

10.0 **Action to adjourn the meeting at 7:42**

1st – Connie Moore, 2nd – Kris Lawrence-Anderson

Passes 8/0

Next Regular Board Meeting: 6:00pm April 26, 2017, Media Center Odyssey Academy.

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