

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

**WEDNESDAY APRIL 28, 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, Jessica Driscoll, Jodie Hardenbrook, Roshelle Amundson, Jim Rosengren, Alicen Thorstad, Kris Lawrence-Anderson, Lisa Larson, Heather Wincek
John Sedey, School Director, ex-officio member
Notetaker: Sheila Prokott

Absent members: none

Community members/Guest Visitors: Greg Gredvig from OSBO, Donna Fehr, Kari Mitchell, Shel Auld

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. The following agenda additions were requested by John Sedey, Odyssey's Executive Director.

John Sedey requested the following to be postponed on the agenda until the next full School Board Meeting since these two agenda items have been moved to a Board Work Session due to the complexity and need for additional time to work on these two issues before bringing them to the full School Board.

- 7.3 FY 10 budget revision
- 7.4 FY 11 budget projection

3. Approval of Agenda.
Jodie Hardenbrook motioned to approve the agenda deletions requested by John Sedey, Odyssey's Executive Director to the April 28, 2010 Board Meeting agenda. Alicen Thorstad seconded this motion. All Board members present agreed. No one abstained or objected. The motion to accept the presented Board Meeting agenda with requested deletions was approved.
4. Approval of minutes from March 24, 2010 Board Meeting.
A copy of minutes for March 24, 2010 was distributed to all Board Members for review.

Jim Rosengren motioned to approve the March 24, 2010 Board Minutes. Heather Wincek seconded the motion. All Board members present agreed. No one abstained or objected. The motion to accept and approve submitted March 24, 2010 Board Meeting Minutes was agreed on and passed.

Mike Auld, Board Chairperson, publicly thanked Jodie Hardenbrook for her doing Board Meeting

note taking from December 2009 through March 2010.

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.

7.1 Action regarding iSchool agreement.

Mike Auld distributed a copy of the Agreement Term Sheet received from High Mark to all Board members present. Greg Gredvig, from OSBO, explained the Term Sheet Agreement. Mr. Gredvig indicated the dollar amount on the Term Sheet referred to the purchase cost of the building and the most expensive scenario. Mr. Gredvig explained that taking into account costs related to interior and exterior improvements plus iSchool costs, 5.35 million is the projected cost and 6.4 million would be the appraised value of the building.

Discussion followed focusing on the availability of Series A Bonds, insurance and final financial information, premiums, real estate taxes, and status of current lease agreement with Osseo Schools. Verification was made by John Sedey that the current building lease agreement would be in place until renovations was finished by the end of the summer.

Discussion about how many students Odyssey would need to enroll to cover costs related to this proposed agreement. Review of lease aid amount provided by the Minnesota Department of Education per student, which is about \$1300 per student, was done. Greg Gredvig from OSBO stated Odyssey would need 80 new students to meet an enrollment of 350 at the start of the new school year to meet costs of related to the proposed iSchool Agreement. The question of “What happens if target enrollment doesn’t occur to meet the cost?” was discussed. If Odyssey accepts the proposed iSchool Agreement, High Mark would own the school building at that point. It was acknowledged that if the Odyssey School Board does not go through with the proposed iSchool and building purchase agreement, it’s unknown at this time what Osseo School will do with the current building Odyssey is leasing.

John Sedey, the current Executive Director of Odyssey Academy, presented a summary of the milestones and process OSBO and the School Board have taken to get to the current stage of receiving a proposed iSchool Term Agreement from the High Mark group. As part of presenting this historical summary of key events related to building purchase, Mr. Sedey expressed his thanks and gratitude to Greg Gredvig of OSBO for all the time and hard work he has put in to help Odyssey Academy explore and plan building purchase options.

Odyssey Building Program Summary of Key Milestones---
A Joint Odyssey Academy and OSBO Board Presentation

1. Discussion began five years ago in 2005 with a School Facilities Committee.
2. OSBO was formed four years ago in 2006. OSBO was established to study options for building purchase and to become the non-profit vehicle to make the building purchase.
3. Discussion and negotiations occur between OSBO and the Osseo School District. Occurred three years ago in 2007.
4. Odyssey Academy’s building was appraised and a purchase price was determined.
5. An agreement is signed, but the Bond Market collapses and changes available building purchase options and strategy.
6. High Mark enters the picture about one and a half years ago—mid-2008.
7. High Mark group representatives visit Odyssey Academy in Fall 2009.

8. End of December 2009, High Mark representatives request monthly data from Odyssey Academy administration. Data requested was related to budget, enrollment, academic tests,
Odyssey Building Program Summary of Key Milestones---
A Joint Odyssey Academy and OSBO Board Presentation (continued)

and student demographic data.

9. January 2010—An Architect visits Odyssey Academy to inspect the building and listen to Odyssey Academy’s prioritized wish list related to building repairs and improvements.
10. February 2010---High Mark group enters a Purchase Agreement with Osseo Schools.
11. March 2010—High Mark group presents OSBO and Odyssey Academy with a proposed Lease and Purchase Agreement.
12. Early March 2010—Greg Gredvig from OSBO and John Sedey from Odyssey Academy were invited to Salt Lake City to “put faces to the players and visit and interesting new school”.
13. March 27, 2010 OSBO Attorney reviews the proposed Lease Agreement and emails necessary changes to the Lease Agreement.
14. March 29, 2010 --John Sedey and Greg Gredvig go to Salt Lake City and receive the iSchool Lease Agreement as the only option available from the High Mark group.
15. March 30, 2010—John Sedey and Greg Gredvig visit Vista iSchool in Salt Lake City.
16. April 1, 2010—John Sedey requested specific information from the High Mark group about the iSchool concept and structure. (School Day Schedule, demographics and enrollment numbers of current iSchools, information about iSchool staffing, credentials information about current iSchool leaders, a list of current, active iSchools, and references from people about iSchools and their educational programs.
17. As of April 28, 2010, the following is the only requested data John Sedey has received from the High Mark group about iSchools: Vista School Schedule and classes and financing information .When High Mark group representatives were asked about flexibility of the iSchool concept, Odyssey representatives were told the school set-up had to be their proposed way, no flexibility available.
18. Odyssey was promised a renovation plan from High Mark group representatives and no proposed building renovation plan has been presented to John Sedey or the OSBO group from High Mark group representatives as of April 28, 2010.

The School Board engaged in an extensive consideration and discussion of how the Minnesota Department of Education would look on the proposed agreement High Mark has presented to Odyssey Academy, whether the proposed iSchool concept and Term Sheet Agreement fits Odyssey’s Charter, and philosophy, has Odyssey’s School Board been presented enough data from High Mark about iSchools, is Odyssey’s School Board comfortable with a partnership with the High Mark iSchool group and would accepting the proposed Term Sheet Agreement from High Mark be good for Odyssey in the short and long term.

School Board members then discussed and debated aspects of the iSchool Term Sheet agreement proposal they thought were positive and good for Odyssey and those aspects of the iSchool Term Sheet agreement proposal they thought were of concern and/or problematic. There are some iSchool program ideas Board Members liked that can be explored and possibly implemented without Odyssey becoming an iSchool. The iSchool ideas/concepts Odyssey could explore and possibly do without becoming an iSchool the Board discussed were: the increased use of technology and software for teaching and learning, improve reading and math materials, and improve school arts and enrichment programs.

The School Board then reviewed and discussed the following Motion:

“I move to accept the iSchool agreement in spirit and direct the Executive Director to work with High Mark and OSBO (including necessary legal counsel) in order to bring a draft of all necessary documentation to initiate the lease/purchase, construction, and the iSchool.

No Board Members made a recommendation to move forward on this motion. Jim Rosengren motioned to have the Board move on from this motion. Mike Auld seconded Jim Rosengren’s motion to move on from the proposed motion.

A new, second motion was presented to the Board after brief discussion. The Second Motion proposed was:

“I move to reject the offer from High Mark for an iSchool agreement”.

Roll call was made of all School Board Members present to vote on Motion #2. The results of Board Member roll call were:

Yes --- Auld	Yes --- Wincek	Yes -- -Lawrence-Anderson
Yes --- Larson	Yes --- Thorstad	Yes --- Driscoll
Yes --- Rosengren	Yes --- Amundson	Absent --- Hardenbrook

All Odyssey Academy Board Members present unanimously agreed to reject the offer from High Mark to purchase the current school building along with developing an iSchool.

Following the vote to not accept the proposed High Mark Term Agreement for building purchase and an iSchool, John Sedey, Odyssey’s Executive Director, indicated these are the next steps that need to be taken:

1. Notify the Osseo School District of Odyssey’s School Board decision. John Sedey stated Osseo wants to sell the building Odyssey is leasing, but have indicated they are willing to work with Odyssey if the agreement with High Mark isn’t accepted.
2. Investigate other investors who have approached Odyssey while we have been in process with High Mark.
3. Set up a Board Work Session to discuss next steps Odyssey’s School Board need to take. Two potential dates and times for a Work Session were agreed on: Weds. May 5, 2010 or Monday May 10, 2010 at 5 p.m. on either day. John will follow-up with Board Members on 4-29-2010 about the specific date and time of a Work Session.

7.2 Increased Line of Credit

John Sedey stated Odyssey’s current line of credit is \$100,000 (10% hold back from State of MN) He indicated we need authorization to negotiate with the bank for an increased credit line to \$300, 000 due to current State of MN 27% hold-back on payments to Odyssey.

Jessica Driscoll motioned to increase Odyssey’s line of credit to up to \$300,000. Jim Rosengren seconded the motion. All Board members present were in favor. No one objected or abstained. The motion to increase Odyssey’s line of credit to up to \$300,000 was passed.

7.3 FY 10 Budget Revision (Moved to upcoming Board Work Session).

7.4 FY 11 Budget Projection (Moved to upcoming Board Work Session).

7.5 MSBA Board Training

According to Minnesota Law, members of School Boards must receive six hours of training started within the first six months of service on a School Board and completed by the first twelve months of service on a School Board. Information about and discussion about Board Training sessions will take place at the upcoming Board Work Session.

8. Committee Reports.

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

Information sheets were distributed to all Board Members present with information about the current 2009-2010 School Year fundraisers and proposed 2010-2011 School Year fundraisers organized by CAC. For the 2010-2011 School Year, the fundraising event schedule has been reduced to four fundraising activities instead of the current total of five. Three of the four fundraisers monies will go into Student Adventure Trip Accounts. CAC is proposing a new fundraising activity—Script Program, which is administered by a local company. This program involves the purchase of gift cards through Odyssey Academy. The purchaser receives the face value of the gift cards while Odyssey would receive a percentage of the value of each sold gift card. This new program will take time to build and get parents used to it. CAC has set a goal of having the Script Program replace other fundraising activities within three to four years. CAC's long-term focus is to reduce the number of fundraisers from five to four a school year and continue to organize and sponsor events. Currently, student Lock-in events have been the most profitable. CAC has been discussing the best times of the year to do fundraising events—one per trimester. Historically, there has been less participation with fundraising events and monies are needed in Student Adventure Trip Accounts by late April each school year.

John Sedey stated that more discussion about CAC's proposed 2010-2011 fundraising schedule and Script Card Program will occur during a Lead Team Meeting scheduled on Monday 5-3-10.

8.2 Health and Wellness Committee

No formal report was presented by someone from this committee. The School Board acknowledged that many schools are hiring Health and Wellness staff. Brief discussion was held about what Odyssey staff is doing in this area since Odyssey markets the school as having a "Healthy Mind/Healthy Body focus. Discussion led to the conclusion that the School Board need to direct staff to do more about Health and Wellness.

8.3 Finance Committee

Jim Rosengren reported. He indicated that he emailed relevant, current financial reports to Board Members in advance of this meeting. Discussion on the "Profit and Loss Sheet" was conducted. Currently, the biggest issues are that "Accounts Payable" has a large negative balance and the "Building Lease" account because Odyssey has not received all the expected Lease Aid payments to date from the State.

John Sedey shared the following information regarding Odyssey's finances. He stated the biggest danger is the current 27% hold back of funds by the State of Minnesota if it doesn't get distributed to Odyssey as expected. We currently don't know when the 27% hold back of State funds will be received and this hold back of funds does result in Cash Flow issues for Odyssey.

Cash Flow Report was presented and there were not questions or discussion about this report by Board Members.

8.4 School Improvement Committee

Roshelle Amundson reported. She stated that further discussion was conducted about the following enrichment programs and activities.

- School-wide Spelling Bee --“Batter Up” Math Program -- School-wide Geography Bee
- Science and Math Fair -- Lego League

The committee discussed the idea of locating and applying for grant opportunities to pay costs for some enrichment programs/activities. Some committee members are researching grants for creative writing, dance, and arts activities. Ms. Amundson indicated interest in writing a grant proposal for Odyssey for enrichment activities and programming.

8.5 Technology Committee

Jim Rosengren reported. This group is looking at a five or ten year plan long range with a focus right now on developing a five year plan for technology use and development at Odyssey.

8.6 Marketing Committee

Kris Lawrence-Anderson reported. She stated that the committee would like to see a sign outside of the building to advertise events. Alicen Thorstad offered to post signs in her home’s yard about Odyssey events. The Marketing Committee has been discussing types of advertizing tools such as T-shirts, pencils and wrist bands and the need for money to initially purchase these types of advertising materials.

Marketing Committee will be coordinating and Open House and Ice Cream Social Event. This committee has discussed “on-line marketing” ideas and a potential “Come to School Day” event. It was determined that a full-day “Come to School” event is not viable but a partial school day visit might be possible.

Events the Marketing Committee has set up to advertise Odyssey Academy in the community.
Sat. April 24, 2010: Brooklyn Center Earth Day Festival. There were people who checked out Odyssey’s booth.

June 17, 2010: Rollerskating Day Event.

June 24, 2010: Brooklyn Center Parade. Representatives from Odyssey will be in the parade to distribute pencils and wristbands. Pamphlets and paper literature is not permitted to be passed out on the parade route. Student made flags about Odyssey would be carried in the parade by Odyssey representatives. Kris Lawrence-Anderson is working on this event.

August 12-13, 2010: Cub Foods. Signage and Marketing Fundraiser in front entry of local Cub Foods while selling brats. Odyssey can have a “tip jar” out with a specific purpose for the funds in the jar noted on it.

Jessica Driscoll indicated a potential need to use Marketing Funds to hire someone to help aggressively market Odyssey Academy this summer. John Sedey indicated the Marketing Committee may want to do more contact with or through the local media to promote Odyssey. No decisions were made by the Board on these two presented ideas.

8.6.1 Marketing Initiative

Jessica Driscoll stated that the Marketing Committee will be carrying out a Staff Marketing Initiative that is intense by requesting school staff to go to neighboring local pre-schools to get information about Odyssey Academy out to the public.

8.7 Facilities/OSBO: No report was presented.

After all Committee reports were presented, Mike Auld, School Board Chairperson, stated that the School Board has not done the best job it can to direct and guide the work of Odyssey Academy's Committees and that the School Board needs to be more directive and involved with them.

9. Director Report.

9.1 Enrollment: As of April 28, 2010, Odyssey has an enrollment of 235 students. Enrollment at the start of the 2009-2010 School Year was 248. The projected enrollment for the 2010-2011 School Year is currently 279. John Sedey stated this is a conservative estimate based on current data. Odyssey has over 230 confirmed registrations for Fall 2010 at this time.

9.2 Odyssey/Brooklyn Center Collaborative.

This is a partnership with Brooklyn Center Schools. This would also include targeted services from Intermediate District 287. John Sedey stated Odyssey is getting close to finalizing the details of this collaboration. Potential services that may be included in this collaboration could be after-school opportunities, transportation to Brooklyn Center High School for students after school next year.

9.3 Race to the Top

The second round of the application process is on hold based on the State Legislature, Minnesota Department of Education, and the Governor's viewpoints at this time. Monies from "Race to the Top" would help Odyssey. Application deadline for round two is in June 2010.

10. Consent Agenda

10.1 Payment of bills, including payroll.

Alicen Thorstad 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 was passed and approved.

10.2 Personnel Action:

10.2.1 Termination of first year teachers. John Sedey requested a motion on this action.

Mike Auld motioned to terminate first year teachers based on student enrollment and educational needs. Roshelle Amundson seconded this motion. All Board members present agreed. No one abstained or objected. The motion to terminate first year teachers at Odyssey

was passed and approved.

10.3 Contracts for Services:

10.3.1 Innovative Special Education Services (ISES) Contract for FY 11

John Sedey stated this contract is for Special Education Director services. Our current Special Education Director, Karen Kennedy, has been available and doing a good job for Odyssey. We are getting responses in a timely manner. Odyssey has the option to renew this contract as a one or two year contract. Accepting a two year contract would lock-in the cost for services at \$9350 for both year and this expense is 100% reimbursed by special education funds.

10.3.1 Innovative Special Education Services (ISES) Contract for FY 11 continued:

Alicen Thorstad motioned to renew a contract with ISES for two years. Mike Auld seconded the motion. All Board members present agreed. No one abstained or objected. The motion for Odyssey Academy to renew a two year contract for Special Education Director services was passed and approved.

10.3.2 Food Service Contract.

Currently Odyssey contracts for Food Service from Caravan Kids. Discussion occurred about whether this is the only available option for food services. Heather Wincek stated Caravan Kids was rehired because they agreed to work with Odyssey to improve meals during the 2009-2010 School Year. Cost of lunches has increased by five cents a lunch. The Wellness Committee meets with Caravan Kids representatives to learn what changes they are willing to make.

Kris Lawrence-Anderson stated we should pinpoint half a dozen foods that need to be changed on the menu to make lunches at Odyssey healthier. Discussion and decision to renew this contract for services was put on hold until the Wellness Committee meet with Caravan Kids representatives.

Currently the Food Budget balance is negative per Kari Mitchell because of student payments on accounts and state and federal dollars for food commodities not being received in a timely manner.

10.3.3 Occupational Therapy Contract

Odyssey Academy contracts with Capernaum Pediatrics for Occupational Therapy services for special education students. Alicen Thorstad motioned for Odyssey to renew and accept at contract for Occupational Therapy services with Capernaum Pediatrics for the 2010-2011 school year. Mike Auld seconded this motion. All Board members present agreed. No one abstained or objected. The motion for Odyssey Academy to renew a one year contract for Occupational Therapy services was passed and approved.

10.4 Receipt of Donations: No presentation or discussion of donations received by Odyssey during the past month occurred.

11. Old Business:

11.1 2010-2011 Calendar

A copy of the proposed 2010-2011 School Year Calendar was presented to all Board

Members. Jessica Driscoll motioned to approve the proposed 2010-2011 calendar. Heather Wincek seconded the motion. All Board members present agreed. No one abstained or objected. The motion to accept the proposed 2010-2011 Odyssey Academy School Year Calendar was passed and approved.

There was brief discussion after this motion passed about how Odyssey's calendar fits with Brooklyn Center School's calendar because of the collaborative project to share some services is being finalized. John Sedey stated that Odyssey's 2010-2011 School Calendar would come back to the School Board if Brooklyn Center's approved calendar is significantly different.

11.1 2010-2011 Calendar continued:

Alicen Thorstad indicated many new students' parents this past fall were surprised by the early late August start and early Back-to-School Open House. It's important these dates are clearly communicated to parents, especially new parents.

Brief discussion was held about "Strategic Planning for the Future" before the School Board Meeting adjourned. Jim Rosengren indicated a need for the School Board to do strategic planning as a result of the School Board's decision to not accept the High Mark iSchool agreement. Mike Auld, Board Chairperson indicated he will research options for strategic planning help and training and then email Board members with this information.

12. Action to adjourn meeting was made by Heather Wincek . Mike Auld seconded the motion. All members present were in favor. The Board Meeting adjourned at 8:31 p.m. p.m.

Next Board Meeting is scheduled for Wednesday May 26, 2010 beginning at 6 p.m.