

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

**WEDNESDAY AUGUST 25, 2010
7:00 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, Jessica Driscoll, John Sedey, School Director, ex-officio member

Community members/Guest Visitors: None

1. Call to order and roll call at 7:00 p.m. by Mike Auld, Board Chairperson.
2. Additions to agenda made at Board Meeting: Resignations had to be added to personnel action, section 10.2.5. A closed meeting will be needed to discuss personnel.
3. Approval of Agenda: Jim Rosengren motioned to approve the agenda with the two changes. Alicen Thorstad seconded this motion. All Board members agreed. No one abstained or objected. The motion to accept the presented Board Meeting agenda with the two changes was approved.
4. Approval of minutes from July 21, 2010 Board Meeting. A copy of minutes from July 21, 2010 was distributed to all Board Members for review.

There were two type errors that were noted. Alicen Thorstad motioned to approve the July, 2010 Board Minutes. Kris Lawrence – Anderson seconded the motion. All Board members agreed. No one abstained or objected. The motion to accept and approve submitted July 21, 2010 Board Meeting Minutes with the changes to the two typing errors was agreed on and passed.

5. Community comments: No community comments were made or addressed by Board Members.
6. Closed Meeting as needed: A closed meeting was called to discuss personnel issues.
7. New Business: None.

8. Committee Reports

8.1 Community Action Committee (CAC): Alicen Thorstad reported on behalf of CAC. Their last meeting focused on Organization for our Open House on August 30, 2010. They organized station set-ups in the gym. They also worked on organizing our Spruce Up Team Leaders for

Spruce Up Odyssey/Family Fun Night on September 17, 2010.

8.2 Health and Wellness Committee: Lisa Larson and Alicen Thorstad reported. The Health and Wellness Committee is working on ideas for possible posters to put in classrooms. They also are working on a journal or something similar so students can keep a log of their food, nutrition and exercise

8.3 Finance: Jim Rosengren reviewed two months of financials.

John Sedey reported that we did use our line of credit to pay our Osseo Lease. We still owe them three months from last year and two months for this year. Our holdback money over the next two months should pay off the line of credit and Osseo by the end of October.

Mike Auld questioned whether we need to consider more aggressive moves so that we do not allow our fund balance drop below 20% even if it involves using a line credit. He was looking at minutes of some other charter schools and requested we give it serious consideration. He suggested to begin a very serious step-by-step consideration of every line item.

John Sedey expects that we will have a fund balance of approximately \$55,000 by the end of this year. John reminded the board that we did increase the fund balance by approximately \$77,000 just last year as we were coming from a deficit.

Mike Auld also said some charter schools are increasing class sizes by as little as two kids to keep a healthier fund balance. Roshelle Amundson added that small class sizes is a big reason students come to our school.

Mike Auld added that that perhaps we are paying a premium for having this building and it may not be realistic that we can recruit 300 students. Perhaps we need to evaluate whether this building is too expensive for our enrollment of 240-250 students and the current staff. He questioned if more strategic planning needs to be done.

John Sedey added that at a student enrollment of 300 our lease aid would max out. He also noted that transportation is approximately \$1,000 per student per year.

Jessica Driscoll suggested we have a strategic planning meeting just to focus on the expense of this building. With the current staff and enrollment can we increase the fund balance? She has been on the board for six years and the balance has never been where the board would have liked it to be. At what point do we consider a new building?

Heather Wincek commented that may it not be realistic to expect to build our enrollment to 300. Perhaps we should not plan on that. Maybe we need to have a new conversation of where we want to be in three years.

Mike Auld also questioned whether or not we were spending enough time at our board meetings.

Kris Lawrence-Anderson reminded the group to remember the climate and deficit we came from just two years ago. She thinks the climate and administration of the past two years has put us in a better place.

Heather Wincek added that we should step out of our comfort zone and look at what we're doing regardless of staff or culture. We may not have enough students to pay for this building.

Mike Auld added that we have to remember that John Sedey is only making a fraction of what a full-time director would make. The fund balance would change if we change to a full-time director.

Roshelle Amundson added that the board should reevaluate our situation as a whole. We need the conversation about roles, jobs and check to be certain that we are getting the most for our money.

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. The brat booth at Cub was fun and it did get our name out there.

Channel 12 did put a spot on about Odyssey Academy. The Ad for the open house has been out for three weeks and a fourth colored ad is coming out this week. She negotiated a very good price for the ad and negotiated so it was sent out to a larger community as well.

On September 11, 2010 we have the Osseo Lion's Roar Parade and the Maple Grove Art Fair on September 18 and 19, 2010.

John Sedey commented that he predicts that we will have lots of change in the enrollment over the next two weeks but once the school year starts it should be steadier. Roshelle did a great job to keep enrollment up.

Jessica Driscoll added that it probably is not possible to fill this building and we need to take a realistic look at the numbers.

8.7 Facilities/Odyssey School Building Organization (OSBO): John Sedey reported. OSBO has not met. The purchase agreement with High Mark expired on Monday. On September 3, 2010 Greg Gredvig from OSBO is getting together with NorthMark to look into more building purchase options.

9. Director Report.

9.1 Workshop update: Curriculum committees have been working this summer to look at scope and sequence and curriculum needs. The group has come to the conclusion that we can't increase enrollment only by curriculum. We are also focusing on climate. Today's workshop had a focus on staff communication, creating a productive team, and being professional. Joyce Divinyi met with the Workshop Planning Team and custom designed a program to specifically help Odyssey. We envision a new Odyssey in September. Staff will be required to dress in business casual clothes. We will be setting clear high expectations to give students a different feel.

Jessica Driscoll added that Joyce's ideas follow along with Responsive Classroom. She expressed her belief that morning meeting is just as important as pulling kids to read. Joyce is also here tomorrow from 8:00 a.m. until 4:00 p.m.

9.2 Enrollment: Enrollment was mentioned previously. We had a number of 251.

9.3 AdvancED accreditation: John Sedey reported. We will continue working on our AdvancED accreditation in September.

Mike Auld also reminded the board that we should go over John Sedey's goals so that we can give John Sedey his performance review. He will email out the goals to all board members.

10. Consent Agenda

10.1 Payment of bills: Jim Rosengren motioned to approve payment of current bills. Alicen Thorstad 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.

Roshelle has been working with Britt Lundberg-Sax Design for the development of our new logo. Initially an estimate was given between \$250 - \$350 for one to two logo options, one round of colored options and one additional revision. We ended up having eight concepts, three revisions, a round of colored options and one additional revision. Roshelle asked that we approve an invoice of \$500 for work done, well below full market cost.

Jessica Driscoll made a motion to approve the payment of \$500 to Britt Lundberg-Sax Design for all logo work. Lisa Larson seconded the motion. The motion was passed unanimously.

10.2 Personnel Action: John Sedey reported.

10.2.1 Hires: Molly Finn (EBD teacher), Jen Goveronski (EBD/LD teacher), John Price (LD teacher). Paula Helfield will continue to work two days per week to help coordinate our new special education team.

10.2.2 Re-hires: Maria Serrano (Spanish), Angela Jamieson (Music)

10.2.3 Para hires: Dericka McCaleb, Amanda Rasmussen

10.2.4 Para re-hires: Lisa Larson, Rae Gordon, Marcia Eliason

10.2.5 Terminations/Resignations: Sheila Prokett was terminated by mutual agreement due to extenuating circumstances. She will continue to receive health insurance benefits until June 2011.

Amy Kline resigned her position as a special education teacher for Odyssey.

Heather Wincek made a motion to approve the recommended personnel action. Roshelle Amundson seconded the motion. The motion was passed unanimously.

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 to 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.

10.3.2 Catholic Charities - Counselor Contract: John asked from approval of our Counselor Contract with Catholic Charities.

Mike Auld motioned that Odyssey Academy approve our contract with Catholic Charities for our Counselor Contract. Heather Wincek seconded the motion. All Board members present agreed. No one abstained or objected. The motion to renew our Catholic Charities Counselor Contract was approved.

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

11.0 Old Business:

11.1 Logo: The new logo is complete. Our thanks to Roshelle Amundson and Britt Lundberg-Sax for job well done and well below market cost.

11.2 Election: We have three positions to be filled on the school board this fall: Mike Auld, parent representative, Jess Driscoll, staff representative and Heather Wincek, Community representative. Heather Wincek offered to run our fall board election again. She will oversee that a letter and nomination forms are sent out and ballots. By November 5, 2010 nominees will be notified so the new members can begin at our November 17, 2010 board meeting.

11.3 Employee Compensation: John Sedey pointed out that there are still inequities in pay among staff. If enrollment can justify the cost, he would like to have employee compensation looked at and fairly adjusted.

Action to adjourn meeting was made by Alicen Thorstad. Kris Lawrence-Anderson seconded the motion. All members present were in favor. The Board Meeting adjourned at 8:16 p.m.

Next Board Meeting is scheduled for Wednesday September 22, 2010 beginning at 6 p.m.