

Public Meeting of the Odyssey Board – Draft Minutes

April 26, 2017

OCS Lower School 2nd Floor Multi-Purpose Room

7:00 p.m.

In Attendance: Dimitri Dandolos, George Hantzandreou, Michael Kirifides, Abigail LeGrow, Elias Rigas, George Righos, Tami Soltow, Josiah Wolcott, Nick Manolakos – Headmaster

Guests: Denise Parks, Karen Thorpe, Chrisi Lockwood, Kristina Stroh

Agenda

1. Pledge of Allegiance

2. Review and Approval of March 2017 Minutes

- Motion to approve as written
- George R. 1st – George H. 2nd – all in favor

3. Presentation by All The Difference – Kristina Stroh

- All The Difference is a non-profit organization specializing in treatment of children with learning and developmental disabilities
- They temporarily are using Building 23 due to issues with their building

4. Acknowledgment of Student/Staff Achievements

- An 8th Grade student, Suveer Ganta, qualified for nationals in the Business Professionals of America, the first Odyssey student to do so.
- Kristin Nannas recently was married
- Evan Winokur's son recently was born

5. Monthly Financial Review

- Discussion regarding Building 27 reserve account – must spend insurance reimbursement (for vandalism to building) by August or will lose that money.
- Motion to approve monthly financials
 - Joe 1st – George R. 2nd – all in favor
- Discussion regarding Form 990, which was prepared by the auditors and based on the audited financial statements. The form must be submitted by May 15.
- Motion to approve Form 990, which previously was circulated to the Board for review
 - George H. 1st – Joe 2nd – all in favor

6. Proposed Procedures

- Procedures for Community Comments
 - Draft procedures developed by the administration to promote the orderly presentation of parent questions, issues, and concerns.

- Intended to encourage parents to report “up the chain” until an issue is resolved, rather than going straight to the Headmaster or a member of the Board.
- Discussion ensued regarding the importance of a clear chain of command so parents understand whom to call about a particular issue.
- The Board agreed that the policy does not require Board approval, but the administration should feel free to publish suggested procedures for how parents best can raise and elevate concerns.
- Policy for Open Session Public Comment
 - Draft procedures developed by administration for public comment during open sessions of the Board.
 - Modeled after other Delaware school district policies
 - The Board agreed that asking the public to sign-in if they wish to address the board, list the general topic of their comments, and limit comments to approximately three minutes would promote orderly and efficient board meetings.
 - The Board also agreed, however, that it would not preclude public comment from those who do not sign-in, at least in the near future while people adjust to the new policy.

7. Transportation Presentation

- The Transportation Subcommittee offered its final recommendation to the Board:
 - The Committee was unable to find an alternate bus vendor and believes further study is required before OCS incurs the cost and time associated with maintaining its own fleet of buses.
 - After numerous meetings and studying the issue, the Committee recommended continuing our contract with the current bus vendor for the 2017-18 school year, while offering incentives to drivers for improved or consistently good service.
 - Exploring adding buses and using an app that will give administration and parents better information regarding bus location and timing.
 - The Committee will continue to explore OCS having its own buses, reserving the option for a small scale launch in January 2018 for problematic routes.
 - The Committee will continue to explore a full scale launch for fall 2018.
 - Reasons for delaying launch: uncertainty with La Academia participation, possible State budget changes, need to more fully explore pros, cons, and costs of maintaining own fleet of buses.

8. Technology Presentation

- Presentation regarding OCS's IT equipment, age of equipment, source of donations, threats facing OCS's IT network
- IT wish list:
 - Redundant/back-up power for servers
 - Implement intrusion detection/penetration system
 - Campus-wide fiber upgrade
 - Distributed video system for announcements, meetings
 - Network management tools and training
- Funding available through federal program for certain types of projects, but requires complex and time-consuming process to bid and document. Only makes sense for large projects.

9. School Operations Update

- Administration recently interviewed UD students for possible employment opportunities. Hiring season is in full gear.
 - Discussion regarding promoting diversity among applicants and administration's continuing efforts to diversify the staff
- Staff has completed a survey regarding intent to return for the next school year
- Draft calendar for 2017-18 reviewed
 - After Labor Day start consistent with state-wide movement
- Administration and teachers met with scheduling consultant to discuss schedules for next year in all grades
- Working with facilities and the Board regarding classroom assignments and configurations
- End-of-year testing schedule finalized
- Budget planning has begun. First draft of budget will be available before end of school year
- Staff survey being developed (annual process)
- End-of-year activities sent to parents and available on website
- 150 computers being donated by Chemours (desktops and laptops)
- Curriculum articulation reviewed. Math articulation has changed since last year to reflect the math program that was selected by the school. Integrated Math program selected
- Greek immersion program: new Kindergarten families will be invited onto campus to meet and greet. At that time, administration again will share information regarding the immersion program so that parents can express interest in it for their rising Kindergartener.

10. Old Business/Committee Reports

- Facilities update: proposals and plans have been received and are being reviewed for Building 21

- Capital Campaign and AHEPA fundraising: Have raised \$100,000 of the \$750,000 needed. Several sources are being developed, including through grants, AHEPA, individual donations
- Faculty are very busy with testing, field trips, and other end-of-the-year activities
- Strategic Plan Committee Reports
 - Facilities and Capital Campaign Committees
 - Committees are being combined because of overlap.
 - First meeting was Monday (4/24) with good turnout.
 - Capital campaign information will be shared with the parent community.
 - Education Model Committee
 - Meeting was held, discussion with Greek consultant who will be working to build up the Greek program in the upper grades
 - Budget and Operations Committee
 - Met today (4/26), working with administration on budgeting process and priorities
 - School Culture Committee
 - Several ideas are being developed to work on building a cohesive school culture as OCS grows and adds grades
 - Working on faculty/staff engagement ideas
 - Going forward, updates from committees should be circulated to the entire board, along with Nick and Denise.

11. New Business: None

12. Good of the School/Public Comments

- Discussion regarding various social media outlets used by parents
- Discussion regarding refining/revising school motto, at least for high school

13. Closed Session for Personnel Matters

- Joe 1st – Elias 2nd – all in favor (9:57 p.m.)
- Return from closed session (10:24 p.m.) – George R. 1st – George H. 2nd – all in favor

14. Adjourn

- Joe 1st – Elias 2nd – all in favor (10:25 p.m.)