



Board Meeting Minutes

October 19, 2016

Board Meeting

In Attendance: Dimitri Dandolos, Laura Thompson, George Hantzandreu, Michael Kirifides, George Righos, Elias Rigas, Abigail LeGrow (by phone), Josiah Wolcott, Tami Soltow, Nick Manolakos - Headmaster

Guests: Karen, Ricardo, Chrisi Lockwood, Ed Fronczkowski, Reginal Henry

Call to Order: 7:04 PM

Pledge of Allegiance

Review of Minutes: Approved as amended - George H moved, seconded by Elias - Motion Passed

Ed Fronczkowski – Audit firm, Maillie, representative for OCS presented the recent audit.

Treasurer's Report

- Chrisi Lockwood – Finance Specialist in attendance with Karen
- Money has been coming in from representative school districts
- 9.8 million is showing while we were budgeting 9.5 million
 - State Revenue is driven by who is hired and the salaries that they could command due to experience and degree
- State Revenue is trending favorably – more reported next month
- Local Revenue – DOE reran Charter School bills and there has been a decrease compared to what was budgeted – 5.333 million is the actual number
- Approval for Federal Grants and monies should be realized by early November for most of those grants
- Lawsuit has been filed against Christina School District and DOE – the courts are attempting to move this lawsuit quickly.
 - Our School is a plaintiff in the lawsuit along with other schools
- September is a 3 pay month so the salaries will appear higher in that month
- Looking at the last payroll – we seem to be on budget and will continue to monitor
- Trend upward in health insurance – state funds most of the insurance (increase in premiums this year) – new employees insurance begins in December
- Legal is trending a little high for legal settlement – need to increase in final budget
- Consultants services are a little higher than budget
- Not seeing disturbing trends at this time (3 months in)



Odyssey Charter School

Nurturing a Lifelong Love of Learning

Dr. Nick T. Manolakas *Headmaster*

- CBOC had asked about the Debt Service being high in September – WSFS account pays for St. Thomas, check is cut in September and credited to the account in October
- Rent for Fields covers needs for this year for athletics
- Will need another couple of months before we can really watch the trends, but trends are based upon several years so the budget is expected to hold pretty tight
- St. Thomas rent began in August and 6 months were prepaid – tenants there will begin to make payments in February.
 - Tenants will be billed for common area usage
 - Parking lot has not been paved yet but some improvements have been made at St. Thomas property – Nick will find out more specifics about paving plans
 - Karen will check on agreement with tenant
- Academia’s rent began August 1st and they have begun payments
 - Food Service, maintenance service, construction has all gone well
- Original budget that projected ending at 300,000 at the end of the year – this year’s Days of Cash on hand is considerably lower than audited due to the use of the Cash to support the fit out of the new school (expansions: bldg. 21 and the small gym)
 - This is an atypical year where operating cash is used to support the fit-out of the school
 - This use was intentional
- Motion to accept monthly financials for posting – Michael moved, George H second – Motion passed

Headmaster Report

- Recognizing Staff members here – Natalie Wagner, Amber Gladney, and Evan Winokur
- Reginal Henry is guest – Location Manager at First Student Transportation
 - There have been issues with transportation this year
 - OCS is a 2nd Tier School because other schools have earlier reporting times for students
 - There is a shortage of bus drivers in the industry
 - New drivers are beginning tomorrow – OCS is a school of high-need – those drivers are coming to OCS’s routes – Reggie feels that it should be cleared up by the end of the week
 - How is performance measured for the bus company? If we’re paying for a product and we’re not getting it, then when might be compensated.
 - Liquidated damages
 - If a bus is late too many times, then money can come off the bill.
 - Bus company contract is annual – may be modified to account for liquidated damages
 - Solutions are being explored
 - Hybrid Tier 1 and Tier 2
 - A parent suggested that there could be key communicators (parents) at the bus stops who could relay information about delayed buses.
 - A parent suggested that teachers or coaches might like to drive the buses
 - Trainings occur everyday
 - Background checks – dependent upon the state approvals
 - 15 people in training right now

Building #20, Barley Mill Plaza
4319 Lancaster Pike | Wilmington, DE 19805
T: 302 994 6490 | F: 302 994 6915
www.odysseycharterschooldel.org



- 52 hours of training
 - Can another company subsidize the service?
 - Reggie has been is willing to work with other companies
 - Parents have stopped the bus and contributed to its lateness
 - Could parents be fined for getting to the bus late?
 - Could the bus company look into systems to track their buses and explore the ability for parents to log in to track the bus?
 - Every bus has GPS.
 - If the office is called, Reggie can tell you, within 1 or 2 minutes, where the bus is.
 - Could an app can be used where parents can be notified about delays?
 - This decision is beyond Reggie
- Practice Lock-Down Drill was held at the school
- St. Thomas Gym use – may be outside organizations that are using it in prime time slots.
 - There is one outside agency using St. Thomas’s gym for 1.5 hours twice a week
 - Requesting Schedule from Athletic Director
 - Outside agency would pay for custodian, etc.
 - Other agencies have access to the school to build a “village”
 - No one is using the gym from 5:00-6:00 each night – this could be an opportunity for this slot to be used for instance
 - Small Gym would be able to be used
 - Students will not be displaced to provide space for a community organization and student/school-based groups will have priority access
 - Rumor was that St. Thomas gym could not be used – DIAA did not sanction the gym as an official gym for games/meets/matches – this was addressed last year

Roy Locker Invoices

- These have been paid

DOE Litigation

- We are one of the plaintiffs and this is handled by the Charter School Network
- Moving forward on an accelerated schedule – hoping for resolution before the end of this year

Facilities (Building 26, 27, small gym)

- Has been delayed due to plans that were revised
- A more recent evaluation cleared up issues with utilities and footings and verified that the original design was fine.
- The original design will save us a couple hundred thousand dollars.
- We are hoping for completion before Christmas
- Excavations begin next week and will take place within the enclosed area
- For kids traveling from building to building, a bid is out for an enclosure for the area
- Kids have been locked out of buildings and now there are strategic assignments to prevent this from happening



St. Thomas

- Early Learning Center – closed on a property that they owned
- They may be interested in purchasing our property
- We owe about 2.5 million on St. Thomas

Food Service

- Provide services to our new tenant
- Streamline the services for the increase in the production
 - Labor and Food costs
 - Approximately 1700 meals are served a day
- Admin meets regularly with the kitchen
- Academia has not expressed any complaints

Strategic Plan

- November 5th and December 3rd – board will meet with admin to review and update the strategic plan
- Board Members will each join a committee and will come prepared to state case and to help with the Strategic Plan with those areas or development

Building 27 –

- Dimitri provided a handout detailing 3 possible options for the development
 - Gateway Charter is evaluating their expansion (adding grades or adding number of classes)
 - Listing the building with a qualified commercial real estate agent
 - Develop the building into an Early Childhood Education Facility in conjunction with several Project Stakeholders

Aristotelean University Visit

- The chair of the Greek Language and Linguistics program and one of the deputies is coming to visit OCS to talk about relationship between OCS and the Aristotelean University

Capital Campaign

- Need to raise 1 million dollars by next August
- Developing Case for Support

Greek Program

- Full integration of the Greek Program into the American program
- Immersion program is being considered

Adjournment – Motion – George H, Tami Second - 10:24