

# Public Meeting of the Odyssey Board of Directors

## Minutes

Date: September 20, 2017

Location: OCS Lower School 2<sup>nd</sup> Floor Multi-Purpose Room

Start Time: 7:00 PM

**In Attendance:** Laura Thompson, Dimitri Dandolos, Joe Wolcott, Mike Klezaras, Elias Rigas, Michael Kirifides, Tami Soltow, Abigail LeGrow, Nick Manolakos – Headmaster

**Absent:** George Hantzandreou

**Guests:** Karen Thorpe, Renee Beamer, Marina Mattheoudakis, Evan Winokur, Denise Parks, Dr. Paul Walmsley, Kim Wolanski

### Agenda

1. Call to Order
2. Pledge of Allegiance
3. Standard Order of Business
  - Review and Approval of Previous Meeting's Minutes
    - Motion to approve as corrected – 1<sup>st</sup> Mike Kirifides and 2<sup>nd</sup> Joe Wolcott – all in favor - approved
  - Acknowledgement of Student/Staff Achievements
    - Melissa Tracy – recipient of American Geographical Fellow - DE
      1. Offers programs for students
        - a. Model United Nations
        - b. Youth in Government
        - c. WorldQuest
        - d. Diversity Club
        - e. Global Youth Institute
  - Monthly Financial Review
    - Motion to approve July Web Report – 1<sup>st</sup> Joe Wolcott 2<sup>nd</sup> Mike Kirifides – all in favor - approved
    - Motion to approve August Web Report – 1<sup>st</sup> Joe Wolcott 2<sup>nd</sup> Mike Kirifides – all in favor - approved
  - Budget Discussion/Approval
    - Can post draft financials as revenues are changing due to state calculations
      1. Transportation allotment has increased \$120 per student
      2. Changes will occur as teacher years of experience and educational levels are reviewed
      3. Amount per student from home districts has changed
      4. Financials to support special education students are still to be finalized

- Recommended to review the budget in November
  - Motion to pass the preliminary budget as submitted – 1<sup>st</sup> Mike Kirifides 2<sup>nd</sup> Joe Wolcott, all in favor – approved
- Annual Audit – draft has been received and Karen is reviewing
  - Motion to authorize Dimitri and George H to review the Draft Audit and to release to the final draft to the State of Delaware – 1<sup>st</sup> Mike Klezaras and 2<sup>nd</sup> Mike Kirifides – all in favor – so moved
- School Operations Update (Headmaster)
  - We are ordering new heat pumps to address heating/cooling issues
  - Table of Organization to be submitted at next month’s meeting
  - Facilities Updates
    1. Temporary Certificate of Occupancy currently
    2. Bldg #21 cafeteria is finishing up and will be open
  - Scheduling Discussions - Maximum utilization of space and staff
  - Staffing - Sandy Larson – working to process new hires
  - Web Page
    1. In the process of evaluation
    2. Looking at proposals to update web page
  - School Test Scores
  - School Improvement Plan – Focus
  - Dual Language Program
    1. Beginning in K 2017-2018 for immersion (bilingual educational model)
    2. Partial immersion – 50% in Greek/50% in English throughout elementary
    3. Opportunity to become “academically proficient” in two languages
    4. Cognitive benefits exist for bilingual students
    5. World-Readiness Standards for Learning Languages (ACTFL) and Common Core State Standards
  - Technology – Exploring 1:1 technology
  - Transportation
    1. Traffic on campus – using traffic windows has prevented stand-still traffic on campus
    2. Buses – Emergency phone goes straight to Evan Winokur
      - a. Arrival has been on time
      - b. Departure – exploring adjusting times for departure
    3. Where’s the Bus? App is working
- PTO report from Board Representative
  - New Board installed
  - 5K this weekend
  - Grotto’s this evening
  - Trunk or Treat – Oct 13<sup>th</sup>
  - Save Around fundraiser
  - Book Fair - TBD
- Faculty report from Board Representative
  - Beginning of the year has been going strong

- Next Month – October 17th – Delaware State Teachers Banquet
- Strategic Plan Committee Reports
  - Facilities Updates
    1. Able to open Bldg #21 with a 4 day delay
    2. Still completing the kitchen in Bldg #21
    3. Using \$150,000 insurance money for Bldg #27 for the Early Learning Center
    4. Early Learning Center
      - a. Application filed with Longwood Foundation and the Trustees will be visiting on October 10<sup>th</sup> to interview stakeholders
      - b. Plan for opening in August 2018
      - c. Center is sponsored by AHEPA
      - d. Temporary Board has been put in place
      - e. By Laws will be approved
  - Educational Model
    1. Evaluate current models and assess for success
    2. Parents were surveyed about participation in the immersion program
- Unfinished Business
- New Business
  - Early Learning Center Consultant's Contract – Jennifer Azzariti between August and June - Motion to approve consulting contract as submitted for Project Consultation – 1<sup>st</sup> Joe Wolcott, 2<sup>nd</sup> Abigail – all in favor, approved
- 4. Good of the School
  - American Hellenic Institute has named OCS as an honoree at the Future of Hellenism Conference on November 17th
  - Thank you to Mark Wolanski for donation of time and efforts in Bldg 21 with his electrical expertise
  - Raffle has been developed that is sponsored by AHEPA for the Athletic Fields – \$2,500 is first place – Drawn December 12<sup>th</sup> (\$20 for the booklet – tickets are individually \$5)
- 5. Announcements/Public Comments
- 6. Potential Closed Session for Personnel Matters – Move to closed session 9:58 PM
- 7. Return 10:47 PM –
  - Motion to proceed with Human Resource issue in the manner discussed in Closed Session and 1<sup>st</sup> Abigail 2<sup>nd</sup> Mike Klezaras
- 8. Adjourn 10:48