



Meeting Minutes for Public Meeting of the Odyssey Board of Directors

Date: December 18, 2019

Location: OCS Lower School 2nd Floor Multipurpose Room

In Attendance: President Josiah Wolcott (JW), Treasurer George Hantzandreu (GH), Anamaria Anagnostou (AA), Elias Rigas (ER), Tami Soltow (TS), Michael Kirifides (MK), Michael Klezaras Jr. (MKJ)

Newly Elected Board Members: Alise Moen (AM), John Nicholson (JN)

Left Early: TS 10:43pm

Minutes Taken By: GH

Start Time: 7:06 PM

Agenda¹

1. Call to Order

2. Pledge of Allegiance

3. Standard Order of Business

- Approval of Previous Meeting's Minutes
 - Motion to approve November 5, 2019 Board Minutes as corrected: AA – 1st, GTH – 2nd, All in Favor, Approved
 - Motion to approve November 20th, 2019 Board Minutes: AA – 1st, MKJ – 2nd, All in Favor, Approved
- Acknowledgement of Student/Staff Achievements
 - Middle School Math Teacher and Math Club Advisor Ms. Jennifer Reed was recognized for her leadership and support of our middle school math league programs. Ms. Reed coaches Eesha Sagiraju, a 7th grade student who took the 8th grade Noetic Learning Math Test. Eesha earned the best score out of the 22 Odyssey students in 6-8th grade who took the test! Moreover, Eesha scored in the Top 10% in the Nation of around 1,100 8th Graders. Congratulations, Ms. Reed and Eesha!
- Public Comments
 - Michelle Ramos: 2nd Grade teacher at Academia Alonso
 - 1. OCS has not taken into consideration the safety of Academia students and staff with traffic
 - 2. OCS parents rushing through the parking lot and are putting students and staff of Academia at risk.
 - Marieneida Collozo: read teacher reports of incidents

¹ All agenda items are potential action items for which a vote may be taken.



1. Spoke about incidents of incidents with OCS parents committing road rage, almost hitting people and also a rear-end accident
 - Wilma Almonte: spoke about almost getting hit while parking, while walking her child to school. Looking for possible solutions that would be beneficial for both parties (OCS and Academia).
 - George Schaab: we want a solution that will keep the kids safe. Looking to move the carline from Academia's parking lot to OCS side
 - Julia Lowndes: OCS parent and frustrated with carline. Does not understand the middle school with the 10 minute window. Was involved in a recent car accident on campus.
 - Lalanie Rivera: parent and teacher at Academia. Her Kindergarteners lined up for a fire drill and started walking over to the soccer field. An OCS parent was rushing through and needed to be waved down and the PCS parent had to slam on the brakes as to not hit any kids.
 - Submitted parent questions (Attachment M)

JW spoke about safety on campus for all is our main intention and we strive for this. Riccardo Stoeckicht and Evan Winokur will look through George Schaab's potential solution. Number 1 priority is the safety of children on this campus.

- Monthly Financial Review – Presented By Karen Thorpe (**Attachments A, B, C**)
 - JW asked Karen Thorpe to provide some info, key dates, etc., to the two new Board members.
 - Motion to approve Web Report (**Attachment D**) GH – 1st, AA – 2nd, All in Favor, Approved
- Head of School report - Presented by Denise Parks (**Attachment E**)
 - Choice Program open – Over 1400 applications for next year
 1. Analysis between options for FLES and Immersion for Kindergarten students
 2. Discussion on comparison between Immersion and FLES applicants.
 3. Charter Renewal Review: all curricular materials Meet Standard
 4. 41% of 10th/11th/12th students enrolled in AP or Dual Enrollment Courses in 1st Semester
 5. College acceptances and scholarships are rolling in
 - Greek Program report: Presented by Kyriakoula Micha (**Attachment F**)
 1. Dr. Mattheoudakis received an invitation to submit video recordings of our Greek courses. To be used at University of Delaware Foreign Language courses.
 2. Eva Jannelli and four of her students were interviewed by Antenna, a Greek television channel. The interview will be aired on Friday, 12/20/19.



- Campus Operations Officer report - Presented Riccardo Stoeckicht
 - Facilities: Huge push to get St. Thomas up and running by 01/02/20. Jon Stewart and his team are working on this.
 - Transportation and Campus Logistics. 2nd Facebook live had about 20 people. Focused on Safety.
- Citizens Budget Oversight Committee report - Presented by Paul Brooks
 - CBOC will begin reviewing all contracts over \$10K
 - Recommend to the Board that DANA be hired to review procurement procedures
 - Reviewing P-Cards
 - Adjust website so that financial links to the P-Card and the online checkbook is readily available
 - Review the 990
 - JW – read through the Secretary's request to strengthen the CBOC. JW asked if the steps CBOC has started will address this concern/request. Paul said yes. We are going to dig in a deeper than they have in the past.
- Faculty report from Board representative - TS
 - One teacher has voiced concerns about the lack of athletic facilities
 - Winter Sports season started
 - DonorsChoose – look for OCS teachers looking for supplies
- PTO report from Board representative - MKJ: no meeting
 - Michael Roussos – Treasurer of PTO gave a report on PTO checkbook and fundraisers.
- Compliance Committee Report - Presented by ER
 - DOE gave conditions OCS must meet and the Compliance Committee have been working to address these conditions
 - Discussion of and potential vote on recommendations from Compliance Committee
 1. Authorizations (**Attachment G**):
 - *Motion to revoke any Article 5 authorities to the following individuals: Renee Beamer, George Chambers, Dino Charalambides, Dimitri Dandolos, Josiah Wolcott, George Hantzandreou, Sindia Maldonado, Nick Manolakos, Theodore Nannas, Denise Parks, George Righos, Mary Righos, Riccardo Stoeckicht, Jon Stewart, Karen Thorpe, Kim Wolanski, Rebecca Woloszyk and any others not mentioned who have any previous authority to sign or authorize contracts, checks, deposits and funds. GH – 1st, MKJ – 2nd, All in Favor, AM Abstained, Approved*
 1. Communications Sub-Committee (**Attachment H**): Co-chaired by TS and JN
 - Report of suggestions that could be implemented to increase communications and Board availability to staff and parents.



1. By-Law Changes (**Attachment I**):
 - a. Changes were made to meets DOE conditions
 - b. Motion to approve the amendments to the By-Law as evidenced by the version circulated by ER (chair of the Compliance Committee) on 11/18/2019 (Attachment I) – AM – 1st, JN – 2nd, TS – opposed. Approved 8-1.**
 - c. Motion to approve DP and RS as ex-officio members of the Board – AA – 1st, MKJ – 2nd, All in Favor, Approved
 - d. **Attachment G: Motion authorizing the following individuals with authority to sign or authorize contracts, checks, deposits and funds through the approved protocol procedures: Josiah Wolcott, Board of Directors President (contracts, checks, deposits and funds), George Hantzandreou, Board of Directors Treasurer (contracts, checks, deposits and funds), Denise Parks, Head of School (contracts, checks, deposits and funds), Riccardo Stoeckicht, Campus Operations Officer (contracts, checks, deposits and funds), Jon Stewart, Facilities Manager (contracts), Karen Thorpe, Financial Consultant (checks, deposits and funds), Renee Beamer, Finance and HR Management Systems Supervisor (deposits only), Dino Charalambides, I.T. Manager (contracts), Kim Wolanski, Food Services Manager (contracts and deposits), Evan Winokur, Transportation Manager (contracts), Sindia Maldonado, HR and Finance Administrative Assistant (deposits only), Rebecca Woloszyk, HR and Finance Administrative Assistant (deposits only). Any individuals not herein authorized will be presented to the Board of Directors for approval. The Director of Operations will maintain the list of authorized individuals and present the list for review to the Board of Directors. Individual access will be reviewed by the Board of Directors annually at the August meeting of the Board of Directors.** AA – 1st, MK – 2nd, All in Favor, Approved
 - i. AMEND Director of Operations to Campus Operations Officer – MKJ – 1st, TS – 2nd, All in Favor, Approved
 - e. Non-AHEPA nominating Committee:
 - i. Motion to constitute the non-AHEPA members nominating committee to comprise all existing non-AHEPA Board Members (ER, AM, JN, TS) - AM – 1st, GH – 2nd, All in Favor, Approved



- ii. ER volunteers to Chair Committee – Mk – 1st, MKJ – 2nd, All in Favor, Approved

In Compliance with the 14 Day notice, a proposed amendment has been introduced: Reorganization Protocol (Attachment J).

- Nominating Committee Report - Presented by ER (**Attachment K**):
 - JW started by given a background on the two vacant positions. Spoke about the process, the 12/3/2019 meeting, FOIA requests, etc. Main concern in the FOIA was that the Board went into Executive Session. FIOA allows us to go into Executive Session to discuss qualifications of individuals. JW did not note the Executive Session on 12/3 so we must redo it tonight (12/18).
 - Discussion of and potential vote on recommendations from Nominating Committee by ER
 1. Parent Position and Community At-Large positions available
 2. Went through multiple steps to review the candidates and went through interviews of the top scoring individuals
 3. Nominating Committee met recently to discuss in Public Session. All previous meetings were all in Public Session.
 4. 2 candidates for each position
 - Community At-Large Position – 7 applicants – below are the 2 recommendations from Nominating Committe
 - i. Alisa Moen: Fundraising experience. Communications and PR experience. Host of marketing skills. Parent at OCS. All areas are in need by OCS.
 - ii. Mark Novkovic: Financial experience. Investment management and corporate finance experience. Active with his 2 kids at OCS.
 1. Motion to approve Alisa Moen for the Community At-Large position:
 - a. Discussion: GH stated that Alisa brings a lot to the Board with her experience in Fundraising, PR and marketing. All areas of need to OCS. JW and MK seconded this.
 - b. GH – 1st, AA – 2nd, All in Favor, Approved.

Alisa Moen has been approved to join the Board as the Community At-Large Representative.

Alisa Moen is a mother to 4 children. All 4 have been a part of the OCS Family. Alisa believes the school has done wonders with limited resources and support.



- Parent Position – 10 applicants – below are the 2 recommendations from the nominating committee:
 - i. Sandra Johnson: leadership experience, financial management, organizational knowledge and experience. Works with youth and founder of non-profit mentorship program for girls aged 5-12.
 - ii. John Nicholson: Parent of 2 children at OCS. One is in FLES and one is Immersion. Fundraising ideas and has also fundraised for the school. PR skills, negotiation skills, active parent. Involved in a number of non-profit boards, international experience.
 - 1. Motion to approve John Nicholson for the parent position: GH – 1st, MK – 2nd, GH, ER, MKJ, MK, JW in Favor
 - a. Discussion: JW stated that both applicants are qualified but believes that one is more qualified. He hopes both will continue to support the school. JW recommends John Nicholson.
 - b. GH stated that fundraising is a major need of OCS and John Nicholson has fundraised previously for the school.
 - c. MKJ: both are highly qualified. Believes John is better suited.
 - d. MK: both would be assets to the Board. Sandra brings financial management and ethics. John brings many areas of need to the school – PR, negotiating and fundraising.
 - 2. Motion to approve Sandra Johnson for the parent position: TS – 1st, AA – 2nd, TS and AA in Favor
 - a. Discussion: TS stated that Sandra is astute to conflict negotiation, fills holes with communication and brings diversity, military experience.
 - b. AA recently worked with Sandra on some committees. Sandra’s attitude, openness and desire to do as much as she can for OCS.

John Nicholson has been approved to join the Board as a Parent Representative.



John Nicholson currently work for the IT consulting firm, CapGemini, where he deals with negotiating contracts. John also organizes an international tennis competition.

JW has thanked ER, TS, Laura Thompson, Paul Brooks and Kaija Sarmousakis for their support of the nominating process.

ER thanked all participants for the committees.

- New Business
 - Discussion of Out-of-State Travel Request - no new out-of-state travel
 - Discussion of Donated Leave Policy – shelved until January 2020
 - Discussion of future facility improvements: RS – **(Attachment L)**
 1. Phase 2B: \$350K Estimated
 - Classrooms that will provide more flexibility for programing
 - Provide a large room for gatherings (50-60 people)
 - Media spaces
 - Guidance space
 - 6th graders are in the intermediate school can be moved to middle school. HS English can be moved.
 2. Large Gym: \$2.1M Estimated
 - \$100K is earmarked from Welfare for Gym
 3. Bldg 27: need designs for robust estimates
 4. RS to provide more info for a special Board meeting in early January.
- 4. **Good of the School**
- 5. **Executive Session** - motion at 11:29am: AM – 1st, GH – 2nd, All in Favor, Approved
 - Discussion of potential real estate transaction – 29 Del. C. § 10004(b)(2)
 - Discussion regarding qualifications for job or personnel matters – 29 Del. C. §§ 10004(b)(1) & (b)(9) (DP and RS not present)
 - Motion to come out of executive session: 12:21 GH – 1st, MKJ – 2nd
- 6. **Adjourn** - motion at 12:21: GH – 1st, AA – 2nd, All in Favor, Approved