

OCS CBOC Meeting – Thursday April 16 2015

Agenda:

Introductions
Mission Review
Scope of Work, Responsibilities & Expectations
Select Chairperson & Secretary
Schedule Standing Monthly Meeting (Day, Time & Location)
Open Forum/Questions

Members:

Paul Brooks – Small Business Owner, has 2 children at OCS
Michael Padovani – Pharmaceutical Sales Rep, has 1 child at OCS
Sheryl Zitzberger – Assistant Vice President of Digital Payments at WSFS, has 2 children at OCS
Elizabeth Reid – Treasurer of a Homeowners Association; Manager of Office Supply Business; has 2 children at OCS
Jen Ballas – HR/IT Director, OCS Board Member; has 4 children at OCS
Ted Nannas, CPA, OCS Board Treasurer
Nick Manolakos, Headmaster
Dan Newcott, Assistant Headmaster
DDOE Rep – Jennifer Nagourney or Delegate

CBOC Mission:

1. The Odyssey Charter Budget Oversight Committee (BOC) is established in compliance with Regulation 736. The Odyssey Charter School Board of Directors shall retain all policy and decision-making authority.
2. The BOC will have full access either electronically or in hard copy format to all financial documents and financial information the charter school has in its possession, with redactions permitted only to protect confidential personal information regarding students or employees.
3. The BOC will provide regular updates to the board regarding activities related to its service.
4. The BOC will be comprised of a minimum of 5 members, with at least one member an educator from the school, one member a parent whose child currently attends the school, and where possible, two members (may be inclusive of the previous two members) with personal or professional experience that would lend to expertise in charter school financial oversight, and one Delaware Department of Education liaison.
5. BOC members shall not be compensated.
6. The BOC shall include members currently serving on Odyssey Charter's existing Board Finance Committee.
7. If necessary to meet the BOC membership requirements outlined above, additional BOC members will be selected by the School Stewards parent advisory group, which is comprised of parents, teachers and a board member:
 - o Request for BOC members will take place by posting a notice on the school's website and on the main entrance doors for 15 work days.
 - o Interested parties may apply to the BOC by completing the attached application.
 - o Appointment will take place at the BOC's annual meeting.
8. BOC members shall serve terms of 2 years with the option to extend up to an additional 3 terms based upon the majority vote of the existing committee.
9. The BOC Chair will be selected by a majority vote of the BOC Committee.
10. Members of the BOC are expected to: 1) attend required finance trainings provided by the Department of Education; and 2) maintain expertise that will enhance effective financial oversight of the charter school.