



|  |                           |
|--|---------------------------|
|  | Date: 10/19/2022          |
| Meeting: OCTOBER Monthly Board Meeting | Facilitator: Elias Pappas |

|  |
|--|
| Our VISION: Open as many doors as possible for our students once they matriculate through our program.   |
| Our MISSION: The Mission of Odyssey Charter School is to prepare students for a lifelong enthusiasm for learning, develop a keen awareness of world citizenship and culture and establish critical thinking and problem-solving proficiency through the added learning of the Modern Greek language and Mathematics focus. |
| Our CORE VALUES: Aien Aristeuein.  |

**School Site Priorities:** What goals are we focusing on? What data do we have to support this goal (the next 4-6 weeks)?

|                     |  |
|---------------------|--|
| School Site Goal #1 | Hiring updates, advisory councils,                               |
| School Site Goal #2 | Grant writing and updates  |
| School Site Goal #3 | Building 20 updates: blue box theater athletic fields renderings |
| School Site Goal #4 | Culture Focus: Surveys, Open House, Homecoming                   |

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|  |  |  |  |

Goal 1:  
  
New Advisory Councils

**Parent:** This group will work directly with the head of schools to create processes for more successful communication between families and the 4 schools, but also plan new culture activities, provide solutions to challenges and help communicate these updates to families. Council met again last week. Working on promoting our open house for October 22. Creating another committee to help provide solutions for focus areas identified from the parent surveys that just closed. Communication committee is working on a streamlined template to be used for communicating school events that supplements the weekly communication. Development committee is assisting with marketing of the school through the choice process.

**Student:** This new group will also meet directly with the head of schools and senior leadership to make sure programming and offerings are aligned with student interests and also to help improve systems. This group will meet every 6-8 weeks and will begin in October after they are announced at the pep rally. It will be comprised of the elected student government officials for all bands that have student government. Student survey will be available to review.

**Teacher:** This committee will meet every 4-6 weeks to provide feedback on the progress of our school operations, academics, and culture. They will help provide solutions to enhance the learning experience for students and provide new culture experiences for our staff. We would like representation from all buildings. Please email me directly at [elias.pappas@odyssey.k12.de.us](mailto:elias.pappas@odyssey.k12.de.us) if interested. The meetings will begin in late October after the survey data becomes available as well.

|   |  |  |  |
|---|--|--|--|
| <p><b>Goal 2:</b></p> <p><b>Grant Submissions</b></p> <p><b>Code of Conduct Updates</b></p> <p><b>Culture Focus</b></p> | <p>Our FY2023 Consolidated Grant Application (CGA) has been approved by DDOE Title Programs and Grant Support. The consolidated application process provides the opportunity for districts and charters to consolidate their resources and planning efforts, decrease paperwork, and increase program efficiency by requiring one—not multiple—application.</p> <p>The updating of the code of conduct has been completed. The research based update provides the framework for our educational philosophy including the pillars of success, the shared responsibility model, PBIS, how right brain restorative practices translate into a discipline system, and provides the much needed tiers that highlight the system of support. It is on the docket for approval in this board session.</p> <ul style="list-style-type: none"> <li>• The next ParentCamp will be held on 10.20.22 from 4:30-6:30PM in the high school building catering to our Lower and High families.</li> <li>• Panorama Surveys have gone out to staff, students, and families for us to get their feedback about their experience at OCS. The results are being reviewed and a plan of action will be put in place.</li> </ul> | <p>Yass Grant: This grant we submitted is for <b>Sustainable, Transformational, Outstanding, and Permissionless education</b>, or STOP, for Education. We find out if we advance in early October.</p> <p>Did not advance: will attend feedback session; side note, many recipients were title 1 schools</p> | <p>The OCS grant writing team is gathering data, architectural plans, and other related documents to submit applications to The Longwood Foundation and the Welfare Foundation in the spring 2023 cycle. Initial intake meetings have occurred for both.</p> |
|---|--|--|--|

|                                      |   |   |  |
|--------------------------------------|---|---|--|
|                                      |   |   |  |
| <p><b>Building Level Updates</b></p> | <p><b>Overall Events Updates:</b></p> <p><b>Open House Oct 22, 10-1</b></p> <p><b>BTSN Sept 28-29</b></p> <p><b>Lower School:</b></p> <p><b>Welcome new staff:</b> We are delighted to welcome Ms. Adewole as our newest 2nd Grade teacher! A back to school night for her classroom will be held on 10/20.</p> <p><b>Parent Involvement:</b> We are getting ready for our Literature Parade which is updated from previous years' Character Parade to truly focus on a piece of literature. Each classroom will focus on a story and students will represent characters or story elements. Parents are welcome to attend. Information will be sent out this week.</p> <p>Mystery Reader sign ups have also been sent out by homeroom teachers. We look forward to seeing you on campus!</p> <p>We are still in need of more vetted parent volunteers to chaperone field trips! Please review the Parent Volunteer Process in the Lower School Parent Orientation Slides (linked in the weekly K-12 Parent Communication) to get involved!</p> <p><b>After school clubs:</b> We are excited to announce the initiation of the Walking &amp; Running Club! The Green Team will also be up and running soon. Be on the lookout for an after-school coding club as well!</p> | <p><b>After school clubs:</b> We are excited to announce the initiation of the Walking &amp; Running Club! The Green Team will also be up and running soon. Be on the lookout for an after-school coding club as well!</p> <p><b>Intermediate School:</b></p> <p>This year will bring many exciting changes to Odyssey as a whole and to the Intermediate school - we are offering activities for students to participate in outside of their regular academic schedules as well as during the school day.</p> <ul style="list-style-type: none"> <li>● 5th grade AAA Safety Patrol</li> <li>● Bank at School program</li> <li>● After-school programs: e.g. Science Explorers Classes, Young Rembrandts Art Classes, Fusion Freestyle Martial Arts</li> </ul> <p><b>Middle School:</b></p> <p>Look at all the exciting events happening at the Middle School!!</p> <ul style="list-style-type: none"> <li>● <b>Wednesday, October 19th</b> will be a pep rally for the 8th and 9th graders showcasing the high school's sports and extra curricular programs.</li> <li>● <b>Friday, October 21st</b> will be a pep rally for the 5th and 6th graders showcasing the middle school's sports and extra curricular programs.</li> <li>●</li> <li>● <b>Thursday, October 27th</b> MS will host a bonfire for students in grades 7-9. While 8th grade students are at the bonfire their parents will be attending the Rolling out the Blue Carpet event hosted by the high school.</li> </ul> |  |

|                          |   |   |   |
|--------------------------|---|---|---|
|                          |   | <ul style="list-style-type: none"> <li>● <b>Friday, October 21st</b> the 7th Grade will attend a field trip to Constitution Center in Philadelphia.</li> </ul>  |   |
| <p><b>HS Updates</b></p> | <p><b>HS</b></p> <p>Homecoming week was a huge success! Students enjoyed a week of spirit week dress downs, supported our sports teams at Volleyball and Soccer games, enjoyed performances by our Parade Band, Step Team, and Cheerleaders, and danced the night away on Friday night!</p> <p>We are well on our way into college application season! Our College Application Week is next week! Students will be able to meet with our school counselors as well as other volunteers to complete and submit college applications. Students are busy preparing for the November 1st early action and early decision deadlines!</p> | <p><b>School Choice - HS</b></p> <p>Our Open House for new High School Students looking to join us in the 2023-24 School Year will be held on Saturday, October 22nd. We can't wait to welcome our new Owls from 10:00am-1:00pm!</p> <p>Rising 9th grade families in the Class of 2027 were invited to a special event on the evening on Thursday, October 27th - Rolling out the Blue Carpet! We look forward to meeting with all of our incoming families!</p> <p>Step Up Day for our rising 8th graders is also on the horizon! We will host all of the current 8th graders at the high school on Wednesday, November 2nd where 8th graders will enjoy learning more about the high school and all high school students will have asynchronous work!</p> | <p><b>Recognitions - HS</b></p> <p>The HS would like to recognize the following accomplishments this month:</p> <p>Congratulations to Ms. Melissa Tracy, who was recently selected as a recipient of the American Geological Society's 2022 Geography Teacher Fellowship!</p> |

|   |  |  |   |
|---|--|--|---|
| <p><b>We hear you!</b></p> <p><b>Responses to Parent Feedback</b></p> | <p>Repaired the potholes that were impacting the carline for intermediate and lower school. We have used a crusher run to address the need. We are monitoring the situation as we enter the winter months and will continue to repair as required.</p>   | <p>We have created seasonal events calendars to supplement the Weekly communications so families across schools are aware of the exciting happenings across our schools!</p>   | <p>We created a new carline map for high school that was rolled out on 10/13. So far, we shaved 5 minutes off our entire school's drop off time on 10/13 and 6 minutes off total schoolwide drop off time on 10/14! Thank you families.</p>   |
| <p><b>CIA</b></p>   | <p><b><u>Curriculum</u></b></p> <p><b>Amplify</b></p> <ul style="list-style-type: none"> <li>● Teachers participated in a virtual check in with the Amplify Customer Success team to share successes and challenges on October 7th.</li> <li>● All Amplify materials arrived on Friday, October 14th - we experienced significant shipping delays. We are excited to offer the program both digitally and traditionally (with consumables).</li> </ul> | <p><b><u>Instruction</u></b></p> <p><b>Coaching</b></p> <ul style="list-style-type: none"> <li>● The CIA team is continuing to work with teachers in different capacities. Coaching includes: <ul style="list-style-type: none"> <li>○ Observations</li> <li>○ Planning</li> <li>○ Classroom Management</li> <li>○ Assessments</li> <li>○ Best Practices</li> <li>○ Additional Supports</li> </ul> </li> </ul> <p><b>Walkthroughs</b></p> <ul style="list-style-type: none"> <li>● The Academic Leadership Team has completed a walkthrough of each building regarding building strong relationships.</li> </ul> | <p><b><u>Assessment</u></b></p> <p><b>District Testing Administrator</b></p> <ul style="list-style-type: none"> <li>● BOY Benchmark Testing with STAR to be completed by 10/21 - use data to create intervention groups and inform instructional decision making</li> <li>● Dibels BOY Benchmark Testing underway for K, 1, 2, 3</li> <li>● Aimsweb (Math) BOY Benchmark Testing for K completed</li> <li>● Successful completion of PSAT8/9 &amp; PSAT/NMSQT on October 12th for the Honors Academy, 9th, 10th, and 11th graders!</li> </ul> |

|  |   |  |  |
|--|---|--|--|
|  | <p><b>HB 198</b></p> <ul style="list-style-type: none"> <li>Members of the CIA Team attended a sharing session in Dover on Wednesday, October 19th regarding the <a href="#">HB 198</a> implementation. As a school, we are documenting what we are currently teaching and noting what changes need to be made in our current curriculum K-12 to address the inequities regarding Black History. The CIA team will be meeting with Mr. Pappas, all academic leadership, content leads, and all K-12 faculty to discuss the importance and needs of the bill. Information is due to the state in November and will be shared with the board as well. If you have any questions about where we are, what we are working on, and where we are going, feel free to email Juliana Sheehan at <a href="mailto:juliana.sheehan@odyssey.k12.de.us">juliana.sheehan@odyssey.k12.de.us</a></li> </ul> | <ul style="list-style-type: none"> <li>Our next area of focus will be on student engagement.</li> </ul> <p><b>Professional Development</b></p> <ul style="list-style-type: none"> <li>I-Ready training occurred with middle school teachers October 7th. Teachers planned how to use data based on their diagnostic test.</li> </ul> | <ul style="list-style-type: none"> <li>Digital SAT Suite In-School Study to be completed on November 10th, 2022 with 10th and 11th graders. <ul style="list-style-type: none"> <li>Representatives from DOE will be coming to observe our administration</li> <li>Will receive about \$2500+ from participating in this study</li> </ul> </li> <li>DeSSA Test Security Training is being monitored to ensure completion by 10/31.</li> <li>AP Exams to be ordered by 11/15.</li> <li>DeSSA SS Through-Year Assessments to begin in November for grades 4, 6, and 8.</li> </ul> |
|--|---|--|--|

**Financial Update**

- The annual financial statement and single audit were submitted to the State by the due date of October 1st. Odyssey had it's third straight year without any findings and met every bond covenant and State metric.
- Local Funding preloads from four districts were received during September. The preloads represent 35% of the payables owed from the District to each Charter School. The remaining districts are expected to roll in over the next month, followed by the final distribution after the completion of the unit count process.
- The September 30th Unit Count for OCS finalized at 2,123, representing 99.5% of the charter approval amount and 99.1% of the preliminary budgeted amount.
- The State had an error identified in the preliminary charter and choice bills. The corrected rates will be used for the final charter and choice bills, so all final amounts will be reconciled against what was paid on the preload. As it stands, projecting local revenue from districts to exceed preliminary budget by approximately \$600k. An in-depth breakdown will be completed during October as well as the forward-looking cash projection.
- 

- OCS will be creating and submitting tuition tax bills for the previous fiscal year and projected next fiscal year. Submission is due by November 15th.
- In transportation, an increase in contracted routes have resulted in increased expenses and increased associated revenue. Future projections will include the potential impact.
- To-date, \$440k of expenses have been coded to Federal funds out of the preliminary budgeted amount of \$1.8mill.



|                                |  |   |   |
|--------------------------------|--|---|---|
| <p><b>Transportation</b></p>   | <ul style="list-style-type: none"> <li>• If your Where's the Bus app isn't working or following the wrong bus, e-mail or call us and we will fix it that day.</li> <li>• If you know someone who wants to drive a bus or has a CDL please have them call our office, we always need more bus drivers!</li> </ul>   | <p><b>Transportation Monthly Dashboard: is on the website, Transportation updates will be there as well.</b></p>  |   |
| <p><b>Student Services</b></p> | <p><b>ELL</b></p> <ul style="list-style-type: none"> <li>• We have received a record number of multilingual students entering Odyssey this year, with 85 new students in Kindergarten alone. The ELL team is busy processing intake assessments and enrollment before the end of the month. We are so excited to welcome so many new students and families speaking dozens of languages from multiple continents to enrich our multilingual community.</li> <li>• We are also proud to partner with Lexia Learning this year to support individualized instruction for our English Learners in grades K-5. We will be using Lexia English to support our entering and emerging English learners and Lexia Core5 to support academic language acquisition for our developing and emerging students. We are looking forward to a great year welcoming</li> </ul> | <p><b>MTSS</b></p> <ul style="list-style-type: none"> <li>• Kindergarten is being supported with tier 1 supports for Social emotional learning in terms of sensory and spatial awareness from our OT in collaboration with homeroom teachers to support building capacity to support kiddos within the classroom</li> <li>• Designated instructional times in each school have been established by the deans to support instruction in areas of need students may have based on the data from beginning of year testing (testing types vary based on building please reach out the CIA or Dean if you have further questions)</li> <li>• Addition of a new K-3 reading specialist to help support early intervention and state initiatives (Senate Bill 4 which focuses on implementing the Science of Reading for Kindergarten through Third Grade) involving the success of reading.</li> </ul> | <p><b>Special Education</b></p> <ul style="list-style-type: none"> <li>• As of 9/16/22 there are currently approx. 180 special education students not including speech IEPs. Of those; 115 basic; 29 Intense and 4 complex. As we complete the 60 day evaluations and IEPs these numbers may increase and increase our numbers as we head into the 30th count.</li> <li>• At the secondary level many students receiving services through their IEP will have a class instead of an elective to help support direct instruction in their IEP goals including their transition goal. This class is aimed to support the growth and acquisition of skill areas of need. if you have addition question please feel free to contact the Manager of Student Services<br/><a href="mailto:Stephanie.demayo@odyssey.k12.de.us">Stephanie.demayo@odyssey.k12.de.us</a></li> </ul> |

|  |   |  |   |
|--|---|--|---|
|  | <p>so many new multilingual students and families to our program!</p> | <ul style="list-style-type: none"> <li>● Reviewing our MTSS structure to better support students to remain in school through classroom management, and restorative practices as title 14 outlines in support of decreased out of school suspension.</li> </ul> | <ul style="list-style-type: none"> <li>● Odyssey Parent Council for student with disabilities dates and and topics 6pm-8pm: <ul style="list-style-type: none"> <li>○ <b>10/11/2022- Welcome to special education</b></li> <li>○ <b>12/13/2022- Navigating your child's IEP</b></li> <li>○ <b>2/23/2022- Best practices</b></li> <li>○ <b>5/25/2022- Transition to adult life</b></li> </ul> </li> <li>● Other family resource for student of transition age 14-21 years old Supported by the New Castle County Transition Team (Place TBD) <ul style="list-style-type: none"> <li>○ 10/3/2022- Mental Health for students with disabilities</li> <li>○ 1/13/22 Benefits and Social Security for students with disabilities</li> <li>○ 2/2/22 College night for students with disabilities</li> <li>○ 3/22 (TBD Transition Fair</li> <li>○ 4/20/22- Alternative to Guardianship</li> <li>○ 5/18/2022- Special needs healthcare for students with disabilities</li> </ul> </li> </ul> |
|--|---|--|---|

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|--|--|--|--|

|                     |   |  |  |
|---------------------|---|--|--|
| <b>IT</b>           | <p>Plan to complete the new BlackBoard mass communication setup by the end of october and begin to use it for school mass email, text, phone and social media communications.</p>   | <p>We also plan on installing 4 outdoor access points around BM26 to provide WIFI access around the building and playground. Pending Lift rental</p> |  |
| <b>Facilities</b>   | <p>Completing minor renovations in the Bldg #20 MPR: The blue box theater will debut on October 22th, renovation includes building of an 8 ft x 24 ft stage, updated Odyssey Blue paint, new lighting, bluetooth and wifi audio and video, laser projection, sound board, curtains.</p> <p>1,067 facilities tickets closed this year!</p> <p>Working on HVAC issues in buildings and roof issues outside of buildings</p>                   |  |  |
| <b>Food Service</b> | <p>Thank you to all the families that have filled out a meal benefit form. If you have not done so, please fill one out as soon as possible and submit it to us for processing. The forms can be found on our website under the food service tab. Forward all completed applications to Kim Wolanski. Also, please note that a new form is required every year. Forms DO NOT carry over from year to year. Also, any balances that your</p> |  |  |

|  |  |  |  |
|--|--|--|--|
|  | <p>child had pre-Covid is still owed to the school. You can check the account online at <a href="http://myschoolaccount.com">myschoolaccount.com</a>. Money in parenthesis is a negative balance. Any questions please do not hesitate contact me - <a href="mailto:kim.wolanski@odyssey.k12.de.us">kim.wolanski@odyssey.k12.de.us</a></p> |  |  |
|--|--|--|--|

**Fundraising/  
Development**

- In the process of hiring a Development Specialist that will complete, coordinate, and administer future events, solicitations, and administrative functions.
- Planning for Gala 2.0 is underway, targeting May 6, 2023 as a potential date.
- Continuing our partnership with the Philadelphia 76ers, we finalized the details on a fundraiser on November 2nd at the game between the 76ers and Washington Wizards. The success of last year's event will be built upon for seamless logistics, varying price points, and an accompanying raffle for the event. The goal is to raise \$10k for school programming. Over 200 tickets have been sold thus far! Let's fill the stadium! Our goal is 600 tickets sold!
- The Health and Wellness Fair Committee has had a preliminary meeting and is targeting a date of April 29th. More information to come as well as peer-to-peer fundraising efforts to partner with nonprofits and primarily fundraise for the school.

Key Foundation Grants have cued up for our application in the spring cycle. We are working to identify "shovel ready" projects where we are hoping to see 1.35M in funding prior to May 2023.

Attended the AFP event – "Meet the Funders" affording OCS the opportunity to present informally our hopes for application and funding. We met with Chris Grunder Of Welfare/Creslea; Vernita Dorsey of WSFS and Nicole Waters of New Castle County.

The Fund-Raising Committee invited members of our community who were involved with the planning and execution of the recent "Under the Stars" mini gala event held recently to participate in a SWOT analysis. This was conducted as a zoom call on Wednesday October 12<sup>th</sup>.

Those attending this call suggested that the event was a success and put forth ideas on how to make the proposed May 2023 event even better.

Chairwoman Georgia Halakos recommended that the committee set as a priority the selection of the next event date as well as research venues that would meet the needs of the event. The October meeting of the Fund Raising Committee is proposed for 4:30 PM on October 25<sup>th</sup>, 2022.

The plan to evaluate and build a team to execute a Health Fair Event in 2023 has gained enough steam to formally add it to the calendar of Fund-Raising Events. The event is proposed as a team Fundraising

Event to raise funds for our Campus Health efforts.

Ongoing efforts for the Brick Campaign – signage at both the lower school and High School will be installed within the next two weeks listing names of committed patrons as well as the installation date for all sold Bricks. The signs will feature QR codes that can be executed up to ten feet away that will allow users to order brick for the flagpole sites.

Installation of Building 22 (Intermediate School) bricks was completed last week, as scheduled)

We will in short order Publish a new installment of the Quarterly Development Newsletter as well as Conduct a Follow-up Annual Appeal

|                        |  |  |  |
|------------------------|--|--|--|
| <b>Human Resources</b> | <p>Hiring Spec Ed teachers: Consistently working with specialized temporary agencies to identify qualified candidates. (ProCare Therapy, Vovo Vision, Therapy Travelers, ARTC through UD and WilmU to name a few). Interviews continue, several offers have been made and declined due to salary and/or unexpected candidate life events. Interviews scheduled to continue the week of 10/16. Subs are in place under the direction of Manager &amp; EDs.</p> <p>Quarterly State HR Directors meeting on 10/12; main topic of discussion was staffing issues. State is actively working to assist LEAs in attracting and keeping qualified candidates, through recruiting fairs and focus groups. State Mentoring program is being completely overhauled, expected launch 2023/2024: purpose is to provide solid support to retain educators in Delaware. All LEAs are struggling to find LTS coverage, based on information shared, OCS' substitute pool is solid compared to the majority of schools in the area.</p> <p>Faculty and staff handbook: draft is ready for Leadership Team &amp; HOS review prior to Board submission. Review &amp; discussion tentatively set for 10/19 SLT meeting.</p> | <p>CBA negotiations will begin approximately Dec 2022, preliminary information has been requested by OCSEA and is being compiled for submission in November.</p> |  |
|------------------------|--|--|--|

**Board Approvals**

Out of State Trips for Board Approval:

- Melissa Tracy to “Geography 2050: The Future Food” at Columbia University in New York City on November 17-19, 2022

1. Safety laminate was installed on all main glass doors of all buildings at OCS. This laminate makes the doors nearly impassable when shut and locked properly.
2. ALICE Training scheduled for, Jan 3rd 2023, final ALICE training for all OCS employees.
- 3.

**Safety and Security**