



	Date: 6/21/2023
June 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	Planning, Scheduling, Assignments for 23-24
School Site Goal #2	Future Projects and approvals
School Site Goal #3	Hiring staff
School Site Goal #4	Culture Focus: Beginning of year activities

<p>Goal 1:</p> <p>Parent Advisory Councils</p> <p>Walkthrough Feedback</p> <p>Planning, Scheduling, and Assignments</p>	<p><u>Parent Council</u>: meeting: August 2023</p> <p>Begins September 2023</p> <p>Each program is working through creating new schedules with updated programming. This includes addition of new courses, adjustment of courses, like the addition of SEL/Behavior Expectations course (K-5), addition of 6th grade immersion. Each dean will provide an update below</p>	<p>Leadership is planning the Beginning of the Year Professional Development based on feedback and review of 22-23 data (perception and academic). Team is identifying themes and specific supports for teachers and staff including cultural activities that will help build culture across programs, nt just within them.</p>	<p>Summer focus for the entire leadership team is the universalization of all steps of the MTSS process with steps for consistent implementation and feedback so our approach behaviors become even more preventative. The new, comprehensive document will include all teacher and staff forms, student support documents, and clear descriptions of the entire process as we progress through the steps.</p>
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<p>Goal 2:</p> <p>Future Projects</p>	<p>https://docs.google.com/document/d/1ruOqPXyd2zQgKLede9MzAXAL34Qi1Uj5RJ-uBT6gNWU/edit?usp=sharing</p> <p>We are focusing on the EFF refinance of our bonds and expect to have the process completed by early fall at the latest. Applications and supplemental documents have been submitted. Several meetings have occurred and a committee of key stakeholders has already had an initial meeting to go over RFPs coming our way.</p>	<ul style="list-style-type: none"> · Elevator contracted via single source with Delaware Elevator · RFP for construction of front entrance and elevator shaft has been solicited and all bids are due for submittal on 6/26 · Fields Improvement RFP Committee (consisting of Board, admin, parent, and teachers) met on 6/15 and approved RFP for solicitation this week. · The application process continues with EFF for Bond refinancing and new money borrowing. S&P presentation formulation being developed with OCS and consultants. 	
<p>Goal 3: Hiring/Human Resources</p>	<p>The hiring team has worked to secure several positions before the end of the school year and continues to hire according to the needs of the school. We have secured and introduced our new Intermediate School Dean, Dr. Phelps, making sure there is continuity and plenty of time to prepare for the fall. Teams of hiring committees have been created by HR to help with hiring throughout the summer.</p> <p>Onboarding process for all new hires is being improved, SOPs revised through collaboration with Leadership and staff. The process will include a formal OCS internal “welcome/training” process.</p>	<p>Leadership Summit/Training continues, next sessions are scheduled early August topics to include Critical Conversations, Effective Employee Relations, Title IX Supervisor Training, Code of Conduct and Title 14; DE Admin Code 601, and Proper Internal Investigation Protocols.</p> <p>Stay interviews were conducted to gather information from employees and now exit interviews are being scheduled for retirees and separating employees.</p>	

Goal 4: Culture Focus

- The OCS Family BBQ was a major success, we had 670 people in attendance and we are looking forward to another great event for the 23-24 SY!
- Community partnerships will continue to be built during the summer to enhance programming as we prepare for the 23-24 SY.
- The EPC will have their first meeting of the 23-24 SY on 8/8/23 at noon. As they help plan the Back to School Bash, which will take place on 8/25/23.
- Collaborations with other members of our senior leadership and admin team will take place during the summer to improve the implementation of MTSS for the 23-24 SY.

<p>Building Level Updates</p>	<p>Overall Events Updates</p> <p>Lower School:</p> <p><u>Building-Wide Activities:</u></p> <p>We have collected data from staff, assessments, and discipline documentation systems to inform actions needed for improvement in the 23-24 SY (see below):</p> <p>We are currently collaborating to create a schedule that provides:</p> <ul style="list-style-type: none"> • a refined intervention schedule • less congested transitions, lunch, and recess schedule • embedded SEL curriculum <p>Based on data and observations from the 22-23SY, we are currently collaborating to refine systems and structures that will increase the efficiency and effectiveness of school programming:</p> <ul style="list-style-type: none"> • Refined MTSS process • Refined discipline response protocol, behavior expectations/oversight in all settings, and positive reward incentives • Roll out of DTGSS evaluation system & guidelines for teachers • formation of committees/council for school improvement with staff and parent representation <p><u>Staffing:</u></p>	<p>After school clubs: We are excited to announce the initiation of the Walking & 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>Intermediate School:</p> <p>Grades 3-5</p> <p>"During my first week as IS Dean, my goals were to gain a better understanding of OCS and the Intermediate School in particular, elevate IS staff voice, and begin building positive relationships. Action steps included:</p> <p>-Administered a survey to IS staff for their perspectives on the intermediate school's strengths, areas of opportunity, professional learning needs, and anything else they would like to share.</p> <p>-Individual meet-and-greets with staff (12 total) with the goal of making connections, developing positive relationships, and providing an opportunity for staff to share anything on their mind and/or ask questions.</p> <p>-Attended the staff EOY outing at a local venue.</p> <p>-Participated in the OCS golf outing and fundraiser.</p> <p>Using survey and qualitative data from the first week, I have begun analyzing the schedule to understand its historical components and unique details that will</p>	<p>Middle School:</p> <ul style="list-style-type: none"> • We are in full swing preparing for the upcoming school year. • All MS teachers finished the year with training in our new RTI system/curriculum. • Report cards will be scheduled to go out at then end of this week/beginning of next week. • Electives course request form has been sent out to all MS families.
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	<p>We are currently reviewing applications for and scheduling interviews for the following positions in the gen ed program:</p> <ul style="list-style-type: none">● Front Office Administrator● second Counselor● PE teacher <p>The 2nd grade immersion expansion has been successfully concluded without the involuntary displacement of any teachers.</p> <p><u>Parent Engagement:</u></p> <p>The summer will be dedicated to planning the following:</p> <ul style="list-style-type: none">● August Preview & Parent Orientation for K● Parent orientation for Grades 1-2● Parent information and engagement nights throughout the year aligned with specific content areas● LS parent council/committee <p><u>After School Activities:</u></p> <p>Planning will begin in August, but we hope to offer the following:</p> <ul style="list-style-type: none">● Greek dance● Green team● Run Club● Drama Kids● Coding Club	<p>inform potential refinement of the schedule for SY 23-24. My plan is to discuss the schedule with Dr. DeMayo, Dr. Lekkakou, CIAs, and IS student advisors to further inform any potential changes.</p> <p>This week I will be meeting with the OCS leadership team and the other deans on Wednesday. I am also scheduled to have an initial meeting with Dr. Lekkakou on Thursday, as well as a meeting with the PTO leadership that same day."</p>	
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<p>HS Updates</p>	<p>HS Updates Jackie McCutcheon will be the Interim Dean while Ashley Lipson is on maternity leave.</p> <p>Scheduling Update The High School master schedule is completed for the 23-4 School Year!</p> <p>All students have been scheduled into their courses for next year.</p> <p>There are currently 25 honors sections and 18 AP/Dual Enrollment sections for the 23-24 School Year. New college courses include new courses AP Chemistry, AP Precalculus, and Dual Enrollment EntreX Lab (which we offered in previous years).</p> <p>Spring 2023 Academic Updates -42/70 (60%) of graduating seniors in the class of 2023 have completed at least one college level course.</p> <p>-This school year (22-23), we have 190 total enrollments within the 12 different college level courses offered.</p> <p>-We are proud that OCHS has continued to have a 100% Graduation Rate every year!</p> <p>-46% of students graduating in the Class of 2023 have maintained a GPA of 3.5 or higher.</p> <p>-Schoolwide, we have 95% + of students passing all of their classes in the 22-23 School Year!</p>	<p>School Choice - HS We are so excited to welcome our new students for the 2023-24 school year! Projected numbers indicate we are going to welcome our largest freshman class to date - close to 170 students!</p> <p>Families interested in a personalized tour of the high school should contact the main office - we are scheduling these now for newly enrolled students!</p> <p>Expanding our Space With the addition of more high school students, we are expanding our staff and space! Teachers have begun moving their classrooms to the Annex Building, building 20. We will have students taking classes with Ms. Tracy, Ms. Petrella, Mr. Bosco and Mr. McCutcheon from the Annex Building beginning this fall!</p> <p>The band room is being transitioned into two additional classrooms (math/science and science) and office space on the second floor.</p> <p>Thank you to those teachers and facilities for your support in this transition!</p> <p>Expanding our Team OCHS has hired: -Science -Social Studies -Math -Greek -K-12 Teacher Academy -Educational Diagnostician</p> <p>OCHS is still looking for: -ELA Teacher -Math/Science Teacher -PE/Health Teacher -Special Education</p>	<p>Recognitions and Celebrations - HS The HS would like to recognize the following trips that are occurring this summer:</p> <p>-Ms. Tracy is leading the American Exchange Project at OCS, where we are hosting students throughout the U.S. for a week. Students have the opportunity to explore Delaware, OCS and our amazing programming. Thank you to Ms. Tracy, teachers, families and community members supporting this experience!</p> <p>-Ms. Hooper and Ms. Henning have taken 13 students (and just graduated alumni) to Australia and New Zealand. Students left from OCS on Sunday to begin their journey! Based on the updates, they are off to a great start!</p> <p>-Ms. Petrella will be accompanying rising junior Thomas Walder to Greece through the Harvard Exchange program. We wish safe travels and a great time to both Thomas and Ms. Petrella!</p> <p>CTE Corner This year we are offering two new CTE pathways: the K-12 Teacher Academy and Digital Communication Technology. We have hired a teacher to begin the K-12 Teacher Academy pathway and they will be teaching sections of Human Growth and Development, Entre-X (a course we previously offered) and managing our Elementary Aide program with K-5 OCS teachers. The Digital Communication Technology pathway is being taught by Ms. Chalima. The first course in the pathway will be Foundations of digital design. We are excited to expand our pathway opportunities for our high school students!</p>
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<p>We hear you!</p> <p>Responses to Parent Feedback</p>			
<p>CIA</p>	<p><u>Curriculum</u></p> <p>Amplify CKLA</p> <ul style="list-style-type: none"> • The school will be purchasing and rolling out a new K-5 literacy curriculum called Amplify CKLA. We have been working with the company since 2019 and completed a pilot this past school year in select classrooms. • The materials for K-2 include strong foundational skills to support young students' reading development as they move from learning how to read to comprehending complex texts. 	<p><u>Instruction</u></p> <p>Budgets</p> <ul style="list-style-type: none"> • Instructional Resources have been submitted, reviewed, and approved for the 2023-2024 SY. Purchases will begin mid-July. <p>Hiring</p> <ul style="list-style-type: none"> • We are actively hiring for a K-12 Interventionist to join the CIA team to support best practices, teacher coaching and assessment throughout the school year. • OCS has hired three additional interventionists to make a team of four math and reading interventionists for the 23-24SY. 	<p><u>Assessment</u></p> <p>AP Testing</p> <ul style="list-style-type: none"> • All AP testing was completed during the last month of school. Final scores will be shared when they are published in July. <p>SBAC Testing</p> <ul style="list-style-type: none"> • Student scores will be shared when they are fully released at the end of this month.

	<ul style="list-style-type: none"> ● In Grades 3-5, the texts are of quality and appropriately complex. They are also supported with questions and activities to support students' growing literacy skills. ● There is a heavy emphasis on writing that is consistent and organized to support the students and meet them where they are to help them grow. Students will be asked to complete both on-demand and process writing activities throughout the year to help build stamina and learn different techniques to improve their overall writing. ● Professional Development will be provided by the company three times throughout the school year with additional site visits to provide in-classroom observations, support, and feedback. <p>SEL Curriculum</p> <ul style="list-style-type: none"> ● The school will be purchasing a Social Emotional Learning Curriculum for grades K-5 called Character Strong: PurposeFull People. The program will provide counselors and teachers with lessons designed to create three powerful outcomes: <ul style="list-style-type: none"> -Be Strong Respect, Empathy, Cooperation -Be Kind Responsibility, Perseverance, Courage -Be Well Gratitude, Honesty, Creativity 	<ul style="list-style-type: none"> ● Congratulations to <ul style="list-style-type: none"> ○ Joanne Laurent - 3-12 Math Interventionist ○ Melissa Martin - K-2 Math Interventionist ○ Jillian Mitchell - 3-12 Reading Interventionist <p>Scheduling & Courses</p> <ul style="list-style-type: none"> ● The Academic Leadership Team is working on our academic schedules for the 2023-2024 SY. <p>Professional Development</p> <ul style="list-style-type: none"> ● The CIA team is working hard on creating a structured schedule for PD that continues each week during PLCs throughout the school year. We implemented this process this past school year with great success. ● We are working with administration to actively plan our New Teacher Orientation and In-Service Week in August. ● DTGSS training is ongoing throughout the summer for our academic administrators to prepare for the roll-out this fall. 	
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	<p>The instruction centers around one character trait per month, which aligns nicely with our current Owl of the Month program in K-2. All content is vertically-aligned from Kindergarten to 5th Grade to build skills effectively.</p> <p>iReady</p> <ul style="list-style-type: none">• We will be switching our assessment platform next year from Renaissance STAR to iReady. A parent information session will be held in September to show the community how to read and understand the reports and what features are available at home. We look forward to providing our students with a platform that is aligned to SBAC and accurately shows student performance and growth. Training for staff will occur in August, October, and January. <p>Curriculum</p> <ul style="list-style-type: none">• Odyssey submitted out HB 318 Holocaust and Genocide Education Annual Report on Tuesday, June 20th to the Delaware Department of Education. This report explains how we are providing instruction on the Holocaust and genocide at least 1 time per school year in each grade, 6 through 12.		
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<p>Financial Update</p>	<ul style="list-style-type: none"> • Interest income funds received in Local District Transfers. • Continuing to see an increase in expenses for Student Services Contracting and Substitutes. • Athletics Golf Outing Fundraiser was a great success. Final accounting is being completed, we anticipate netting approximately \$10-15k for the Athletics Facilities and Program. • Receivables accrued during May for rent, food services, and transportation are expected during June or July. • To-date, \$1.56mill of expenses have been coded to Federal funds out of the budgeted amount of \$2.4mill. 		
<p>Transportation</p>	<ul style="list-style-type: none"> • 3 new 2024 IC buses were purchased and are tagged and up and running. They are numbers 19, 20 and 21. They have been supporting our fleet at the end of this school year. • We had a bus vandalized and insurance deemed it a loss and is paying for the bus. We are currently searching for a replacement. • We hired 2 of the 3 new bus drivers needed for the 2023-2024 school year and we have more interviews scheduled. • We will move onto hiring Bus Aides to support our fleet and our youngest students in grades K-5 	<p>Transportation Monthly Dashboard: is on the website.</p>	

	<p>next year. Target hire is 4 full time employees.</p> <ul style="list-style-type: none"> • Daily we are running summer routes for Thomas Edison and will be running daily routes for OCS when our summer programs start. • We will continue to run contracted routes and field trips daily throughout the summer months. • Tatnall wants to exclusively use our transportation services for all of their sports and extracurricular activities. We are currently working on an MOU to see how we can best suit their transportation needs. 		
<p>Student Services</p>	<p>ELL</p> <ul style="list-style-type: none"> • Reviewing new students and preparing to administer screener in the fall • New hire Amanda Ramsey as teacher of Multilingual Learners. Welcome to the team! 	<p>MTSS</p> <ul style="list-style-type: none"> • Summer learning Leap for students Identified in with areas of need in reading and math July 11-August 3 M-TH 9-12:30 Busing provided at summer hubs • Collaboration with CIA and Academic team to restructure and reboot the MTSS system to support student growth and compliance 	<p>Special Education</p> <ul style="list-style-type: none"> • Reviewing new students to OCS and preparing for the 30th count • Summer Special Education Program for qualifying students <ul style="list-style-type: none"> ○ July 11-August 3 ○ M-TH ○ 9-12:30 ○ Busing provided at summer hubs

<p>IT</p>	<p>Student devices have been collected for Summer updates and storage. we will retire 12th, 8th, 5th, and 2nd grade devices.</p> <p>10 month employee badges, keys and devices have been collected and stored for the summer. Everything will be reissued at the start of PD in August.</p> <p>Placing order for new K, 3,6,and 9th grade devices this month.</p> <p>We are 80% complete with new classroom setup. We await the construction of 2 classes in High School to begin.</p> <p>Please note the new 3 way camera being used for Board meetings.</p>	<p>We are also in the process of offboarding non returning staff accounts.</p> <p>Working thru Summer move orders for some buildings. This is an ongoing process over the summer.</p> <p>We will begin the account roll forwards for students in the state AD, then followed by the year rollover in Eschool. That sets off a sequence of events that will culminate with all student accounts ready for the new academic year around Mid August.</p> <p>We will be updating about 130 users in Classlink this summer. Currently these users use a different method of accessing their classlink accounts. We want to migrate them over to the state AD method, which will require them setting up their recovery options again. We will be working individually to make sure users are you and running again before the start of PD in August.</p>	
<p>Facilities</p>	<p>HVAC- All buildings</p> <p>HS Building Main Entrance improvements</p> <p>HS Building Elevator Project</p> <p>Lower School Classroom Additions</p>	<p>All units up and operational.</p> <p>Design for main entrance nearing completion by Tetrattech, Draft copy received.</p> <p>Design work for the elevator nearing completion by Tetrattech. Draft copy received.</p>	

	<p>Annex Building (20) Renovation work</p> <p>High School Classroom and Lab Addition</p> <p>Middle School - Foyer Flooring</p>	<p>Only a few items to take care of with the three new classrooms. Carpet in five offices, waxing floor in hallway and installing four doors and hardware.</p> <p>Art room, ecology lab and band room completed. We just need to build a new kiln room in the art room and move over the kiln.</p> <p>Starting layout and design for new classroom and science lab on the 2nd floor old band room area. Wall demo will start in a couple of weeks.</p> <p>Contractor will be scheduling the installation of the new floor in the foyer.</p>	
<p>Food Service</p>	<p>We are currently wrapping up the end of the year audit, reviewing findings and making adjustments accordingly. During the summer, we will be working on updating applications for families and completing the 2023-24 application.</p>		

**Fundraising/
Development**

We have wrapped up our Health Fair with sending out gratitude to our community partners and received appreciation and willingness to work with us in the future.

With our Golf Outing ended last Friday, we are reaching out to our sponsors this year for retention.

Our current focus is on planning our Fall Gala, with a tentative date on Friday, September 22nd, please save the date. Our objectives for the Fall Gala this year are to present our turf field capital campaign for the 2023-2024 school year and to attract potential donors for the project and our school at large with multi-channel communication strategy. We plan to fundraise through ticket selling, onsite raffle and donation. We have officially started our planning committee recruitment, aiming to have our first committee meeting by the end of June.

Along with planning the Fall Gala, we are going to start the process of re-build our donor database to have a more comprehensive and integrated systematic solution.

We are also preparing our official OCS instagram account to maximize our social media presence and to promote our upcoming events.

Board Approvals	<p>Out of State, Country, etc trips</p> <p>Harvard Exchange Trip to Athens (if not previously approved)</p>		
Safety and Security	<p>Alice Training will take place in the Fall for all OCS employees that have not been trained. Evan Winokur will become a District Trainer and is</p>		

attending training June 28th and 29th.

[Click here for entry checkpoint description and details.](#)

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