



Odyssey Charter School

Nurturing a Lifelong Love of Learning

	Date: 08/16/2023
Aug 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

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<p>Goal 1:</p> <p>Parent Advisory Councils</p> <p>Walkthrough Feedback</p> <p>Planning, Scheduling, and Assignments</p>	<p>Parent Council: 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, not 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>Hiring continues. All but a handful of positions are filled due to resignations received week of 8/7 and a few candidate who had previously accepted offers, changing their minds and accepting positions elsewhere. Approximately 10 out of 88 vacancies exist; for all positions both academic & operations, full and part-time. Interviews scheduled all week to secure qualified candidates.</p> <p>Substitutes are being vetted and secured for use as-needed all year.</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 wer conducted to gather information from employees and now exit interviews are being scheduled for retirees and separating employees.</p>	

Goal 4: Culture Focus

- Community partnerships are continuing to be built during the summer to enhance programming as we prepare for the 23-24 SY.
- The EPC members have signed up to volunteer their time to help with the Back to School Bash, which will take place on 8/25/23. Our next EPC meeting will take place in the coming weeks. If you would like to join the OCS Executive Parent Council please contact Ms. Bonéy, audrey.boney@odyssey.k12.de.us
- Community outreach is being done to invite local leaders, politicians, and businesses to attend the Under the Stars event.
- The final stages of planning the framework for the Black Student Union organization are underway and we are thrilled to offer this student-driven after school program to our high school scholars for the 23-24 SY!

<p>Building Level Updates</p>	<p>It has been a busy, exciting, and productive summer at the lower school working on the following:</p> <ul style="list-style-type: none"> ● Finalizing hiring/staffing ● Preparing the building for students, including beautification (shout out to the PTO for their support!) ● Reviewing data to determine the most effective schedule and refine our cohort lists. ● Finalizing class lists (postcards will be sent home the week of 8/14). ● Determining building goals and structures in place to support their achievement. ● Aligning or SOPs K-5. ● Preparing for the beginning of the year PD & staff orientations. ● Planning for family orientations and the back to school bash. ● Roll out of the new MTSS system. ● Roll out of the new teacher support (previously evaluation system) called DTGSS. ● Rolling out staff committees. <p>Many thanks to Maryann Yarram, Chisity Steele, and Stacy Wrinn for their extra work this summer.</p> <p>We also congratulate Megan Arnold and our new office administrator, Dianne McCurdy, for their hard work this summer.</p> <p>Additionally, I would like to express my gratitude to Jackie Wolffe, Amanda Horning, and Melissa Martin for volunteering their time to support some of the above administrative tasks.</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> <ul style="list-style-type: none"> -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. -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. -Attended the staff EOY outing at a local venue. -Participated in the OCS golf outing and fundraiser. <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 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>.</p>
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[LS ACADEMIC DATA](#)

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."

Middle School:

Data Updates

<https://docs.google.com/document/d/10jYhyW3Ax7KuRERWLZKBBYoSRJX5jrGdQ0m74nkv1IA/edit?usp=sharing>

<p>HS Updates</p>	<p><u>First Day of School</u> We will begin our first day with OHA, freshman and seniors on Monday, August 28, 2023.</p> <p>OHA and Freshman students will have the opportunity to participate in a number of team building activities, as well as some opportunities to get to know the school, staff and peers. We will even have a mobile rock wall on campus!</p> <p>Seniors will be welcomed on campus and then help to welcome our Kindergarten class to their first day of school! Afterwards, they will depart to Urban Air where they will work together to develop creative solutions for achieving desired results of three adventures. Seniors will support and encourage themselves and team members in working outside their comfort zone. Together, groups will effectively manage pressure, change and group dynamics. The High School master schedule is completed for the 23-4 School Year!</p> <p>All cohorts were sent an email regarding the first day on Friday, August 11, 2023.</p>	<p><u>Expanding our Space</u> Our facilities and IT team has done a phenomenal job with moving and equipping teachers with their transition to Building 20. We are excited for the new changes and appreciate everyone’s effort!</p> <p><u>Expanding our Team</u> OCHS has hired:</p> <ul style="list-style-type: none"> -ELA Teacher -Chemistry Teacher -Social Studies Teacher -Math Teacher -Math/Science Teacher -Greek Teacher -Health/PE Teacher -K-12 Teacher Academy -Educational Diagnostician -Special Education Teachers <p><u>OCHS is still looking for:</u></p> <ul style="list-style-type: none"> -Biology Teacher -Special Education Teachers 	<p><u>Recognitions and Celebrations - HS</u> OCS was awarded the Project Lead the Way Distinguished Schools Award last year for success and commitment to helping students own their education by increasing student access, engagement and achievement in the Project Lead the Way program within our science pathway.</p> <p>We will proudly be displaying our banner in the high school this fall!</p> <p><u>Travel Requests</u> Ms. Tracy is looking to take her Principles of Plant Growth class to Longwood Garden this October. The date has not been verified yet, but we are seeking approval for this free opportunity.</p> <p><u>Data Update</u> Our OCHS '22-'23 Data report and '23-'24 Academic Plan.</p>
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<p>We hear you!</p> <p>Responses to Parent Feedback</p>			
<p>CIA</p>	<p>Curriculum</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>Instruction</p> <p>Budgets</p> <ul style="list-style-type: none"> • Instructional Resources have been submitted, reviewed, and approved for the 2023-2024 SY. Purchases started at the end of July. <p>Hiring</p> <ul style="list-style-type: none"> • OCS has hired three additional interventionists to make a team of four math and reading interventionists for the 23-24SY. • Congratulations to <ul style="list-style-type: none"> ○ Joanne Laurent - 3-12 Math Interventionist 	<p>Assessment</p> <p>School Year '23-24 Testing Calendar</p> <ul style="list-style-type: none"> • Tentative calendar • To be shared with Staff during PD week • To be shared with the community in September <p>Summary of Academic Performance '22-23</p> <ul style="list-style-type: none"> • 2022-2023 Summary Academic Performance • Longitudinal SBAC Cohort Data • Longitudinal Summary of Academic Performance

	<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 purchased 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 <ul style="list-style-type: none"> Respect, Empathy, Cooperation -Be Kind <ul style="list-style-type: none"> Responsibility, Perseverance, Courage -Be Well <ul style="list-style-type: none"> Gratitude, Honesty, Creativity 	<ul style="list-style-type: none"> ○ Melissa Martin - K-2 Math Interventionist ○ Roni Gates - 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 created 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. ● All schedules are ready for next week: New Teacher Orientation and In-Service Days. ● DTGSS training is ongoing and ready for roll out next week during In-Service Week. 	
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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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Financial Update

- Revenues received during July includes receipt of the preload amounts for State funding. Final state funding amounts will be determined and distributed after the unit count is certified.
- Local revenue from the districts should be funded at 35% in September. The per pupil amounts have not yet been formally released.
- Interest income funds received in Local District Transfers.
- As is typical, some FY23 budgeted invoices will be processed in FY24.
- Final loan payoffs completed with M&T Bank from original bus purchases.
- Debt Service payment processed in August.
- Consolidated Grant voluntary submission in progress, funds to likely be loaded in late August/September, recodes and reallocations to follow.
- June and July Grail rental billings total to \$12,550. The invoice process completed by the Business Office in conjunction with updates from Athletic Director.
- To-date, \$95k of expenses have been coded to Federal funds out of the budgeted amount of \$1.7mill (increasing to \$2.4mill in Final budget from carryover projects).
- Projections of a final cash balance will take place after additional data is able to be gathered and provided

	(unit count, staffing stabilization, etc.).		
Transportation	<ul style="list-style-type: none"> ● Updated 23-24 Routes for both OCS and contractors are online and we are preparing to run dry runs in real time next week. ● Staffing - Hired all employees, still need to hire an AM dispatcher. ● Full Transportation Communication went out earlier this week ● Transportation Training - Tomorrow 8/17 ● Finalized Curb Modification - in front of building 21 to fit more buses and even out the flow of traffic to accommodate the growing MS and HS transportation needs. 	Transportation Monthly Dashboard: is on the website.	
Student Services	<p>(MLL) ELL</p> <ul style="list-style-type: none"> ● State moving to Multi-Lingual LEarners (MLL) as new term to describe students receiving ELL services ● REview incoming students and creating a plan to screen students who have different languages in the home 	<p>MTSS</p> <ul style="list-style-type: none"> - Training will occur to role out a very structured MTSS system to support ALL student during PD week. Including best practices, and resources to support teachers in implementation and data collection. - Hired new interventionist K-2 Math- Ms. Burden 3-5 reading- Mrs Gates 3-5 Math- Mrs. Laurent 	<p>Special Education</p> <ul style="list-style-type: none"> ● Reviewing new students to OCS and preparing for the 30th count with Special Education Coordinators (ED) ● Working on data for federal indicators to DOE ● Special education Trend over the past 3 years

IT	<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>	
Facilities	<p>HVAC- All buildings</p> <p>HS Building Main Entrance improvements</p> <p>HS Building Elevator Project</p>	<p>Checking all units for optimal operation.</p> <p>Demolition started. Contractor approved by the School Board. Working on building permits. Front storefront doors have been ordered.</p> <p>Contractor has been approved by the School Board. Will start as soon as the front entrance has been completed.</p>	

	<p>Lower School Classroom Additions</p> <p>Annex Building (20) Renovation work</p> <p>High School Classroom and Lab Addition</p> <p>Painting and floor care</p> <p>Furniture Relocation and assembly</p>	<p>All three classrooms are fully completed.</p> <p>All work completed. Kiln installed in the new art room. Hallways painted, some classrooms painted, furniture moved, walls installed.</p> <p>Work is 95% completed. Flooring has been installed in the two classrooms, lighting and painting complete. Hallway floor starting 8/11/23.</p> <p>Middle School and Intermediate School hallways have been painted and carpets shampooed. Stripped and waxed a number of classroom floors. Painting in classrooms at this time. Lower School carpets were shampooed in classrooms and touch up painting.</p> <p>Mover over 300 pieces of furniture between buildings 20, 21 22 and 23 on 07-27-23 with volunteers and staff. Assembled 250 desks and 20 science tables.</p>	
Food Service	<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

Fall Gala, Under the Stars, will be on Friday, September 22nd, 7 PM to 10 PM at the Blue Ball Barn, please [RSVP](#) at your earliest convenience. Our objectives for the Fall Gala this year are to present our turf field capital campaign for the 2023-2024 school year. We plan to fundraise through ticket selling, onsite and online raffle and donation.

- Ticket Sales and Marketing: We released the official invitation and have been actively promoting the Gala through various channels, including social media, email campaigns, and internal network. We encourage board members to actively promote the event within your networks. Please consider to share the invitation to 10+ people in your network.
- Sponsorship and Donations: Efforts are still ongoing to secure sponsorships and donations to further enhance the event's success. Support and involvement in securing sponsorship would be greatly appreciated.

In addition to planning the Fall Gala, the process of rebuilding our capital campaign

page and our donor database using Little Green Light CRM system has already begun. We plan to identify our recurring donors and major contributors to express gratitude for their loyalty.

The initial research stage for sports game fundraisers and 2024 golf outing has commenced.

Board Approvals	Out of State, Country, etc trips Harvard Exchange Trip to Athens (if not previously approved)		
Safety and Security	<ul style="list-style-type: none">• Individual Building Level training during PD week for all staff. - SRP (Standard Response Protocol) To help prepare all staff for any kind of emergency - Statewide common language around emergencies in schools.• ALICE training will occur in the fall for all new OCS staff and updated table top training for all OCS staff.• No funding from the state yet for a constable on campus.		

		<p>Click here for entry checkpoint description and details.</p>	
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