



Odyssey Charter School

Nurturing a Lifelong Love of Learning

	Date: 07/19/2023
July 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><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/1ruOgPXyd2zQgKLede9MzAXAL34Qi1Uj5RJ-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. A walkthrough was completed just yes</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 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.
- Collaborating with our Fundraiser Coordinator to help prepare for the gala.

<p>Building Level Updates</p>	<p>Overall Events Updates</p> <p>Lower School:</p> <p>We have conducted interviews for our counseling and office administrator openings and staffing is being finalized. We are still in the process of scheduling interviews for remaining positions.</p> <p>We are working on scheduling updates and alignment between the LS and IS students lists are being cross-referenced and finalized so we can move to the teacher assignment phase.</p> <p>The administrative team is making progress with a refined MTSS process, SEL programming, PBS program, and tier 2 behavior intervention.</p> <p>We are almost done mapping out our year-long PD, staff meeting, staff team-building events, and PLC schedules.</p> <p>We are meeting at the end of July to refine and align communication protocols for improved processes in the 23-24 SY.</p> <p>We have begun planning our beginning of the year parent and student orientation events, which will be finalized during the first week of June.</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> <ul style="list-style-type: none"> ● We are finalizing staffing for our new counselor position this week and have begun conducting interviews for 5th grade English. We are pleased that the intermediate school will have an additional Greek teacher this year to further support Greek language growth and proficiency. ● Report cards were sent out earlier this month. ● Honors contracts are going out to 5th grade parents this week. ● We are revising the schedule to maximize learning time and opportunities and incorporating time for social-emotional learning. ● We have worked on our calendar and are continuing to work on our professional learning plan for the year. ● The deans recently convened to discuss areas in which we could leverage consistency across all schools for the benefit of students and staff. We are excited for the year ahead. 	<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 the 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>HS Updates</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. Changes are being updated as needed.</p> <p>Academic Updates AP scores have been released. Congratulations to all students putting forth their best effort and demonstration of high-level content understanding.</p> <p>We are waiting on make-up scores to be released in order to create a true reflection of OCS student work.</p>	<p>Expanding our Space We are continuing our work in our old band room to create two classrooms and office space on our second floor. Thank you for the continued work from our facilities team making this happen!</p> <p>Expanding our Team OCHS has hired for the 23-24SY:</p> <ul style="list-style-type: none"> -Chemistry Teacher -Social Studies Teacher -Math Teacher -2 Greek Teachers -K-12 Teacher Academy Teacher -ELA Teacher -Math/Science Teacher -Educational Diagnostician <p>OCHS is still looking for:</p> <ul style="list-style-type: none"> -PE/Health Teacher -Special Education Teachers -Biology Teacher 	<p>Recognitions and Celebrations - HS The HS would like to recognize the following trips that are occurring this summer:</p> <p>OCS Students and advisor participated in the 45th Annual Technology Student Association (TSA) Conference with more than 8,000 national members in Louisville, Kentucky on June 28th to July 2nd. The First State delegation represented 130 of Delaware's finest student leaders from a dozen middle and high schools across the state.</p> <p>Odyssey was represented by computer science students Sarthak Datkhile, Chibueze Nwosu, Anshrin Srivastava, Arnav Taduvayi and their chaperone teacher Ms. Chalima. Our students earned invaluable skills participating in events promoting technology, and connecting with peers from 48 states, US territories and abroad. Congratulations to the team!</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 Instructional Coach 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>Testing Schedule</p> <ul style="list-style-type: none"> • Tentative testing schedule for SY ‘23-24 made • SAT & PSAT dates have been picked and will be distributed to the high school students and families to inform their preparation <p>AP Course Preparation for SY ‘23-24</p> <ul style="list-style-type: none"> • AP training is underway for teachers that are new to AP courses • AP course audits are being completed <p>DTGSS</p>

	<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 Burden - 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 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. 	<ul style="list-style-type: none"> ● Angela Socorso from DOE will be assisting Odyssey in rolling out the new DTGSS evaluation system for teachers and specialists ● Angela will be coming on August 3rd to speak with the CIA team, Deans, Managers, and Student Advisors to ensure proper implementation of DTGSS ● Angela will also be coming during our PD week in August to roll out DTGSS to staff members ● This will ensure clear, consistent communication and implementation of the new evaluation system
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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	<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. • 3-pay cycle (27th pay) completed in June. • Grants carryover of \$1.5mill, \$600k associated with Expansion Grant. Unrestricted cash missed the May projection by 7%. Detailed analysis taking place currently to be shared prior to the August meeting. • Receivables accrued during May/June for rent and transportation are expected during July/August. • To-date, \$1.79mill of expenses have been coded to Federal funds out of the budgeted amount of \$2.4mill. 		
Transportation	<ul style="list-style-type: none"> • 2023-24 updated routes are currently online. The routes are always subject to change, both the times and stops depending on ridership. • ½ schedules have not been updated yet. • Finalizing interviews and hiring. We should be fully staffed by the 2nd week in August. • Thomas Edision summer program is completed and we are currently running OCS's summer program. 	Transportation Monthly Dashboard: is on the website.	
Student Services	ELL	MTSS	Special Education

	<ul style="list-style-type: none"> ● Reviewing new students and preparing to administer screener in the fall 	<ul style="list-style-type: none"> ● Summer learning Leap for students Identified in with areas of need in reading and math in full swing 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 this will be rolled out during our PD days in the beginning of the year 	<ul style="list-style-type: none"> ● Reviewing new students to OCS and preparing for the 30th count ● Summer Special Education Program for qualifying students in full swing <ul style="list-style-type: none"> ○ July 11-August 3 ○ M-TH ○ 9-12:30 ○ Busing provided at summer hubs ● Hiring for spec ed staff is still continuing
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<p>IT</p>	<p>Placing order for new K, 3,6,and 9th grade devices this month.</p> <p>We are 80% complete with new classrooms setup. We await the completion of 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>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>	
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Facilities	<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>Performing Arts (20) Renovation work</p> <p>High School Classroom and Lab Addition</p> <p>Middle School - Lobby Flooring</p> <p>Middle and Intermediate School Painting</p>	<p>An electrical outage by DP&L caused the school to experience damage to various 3-phase HVAC electrical components and sensitive building automation electronics. Repairs are being made.</p> <p>Four bids were received for the front entrance.</p> <p>Four bids were received for the elevator project. Low bidder was selected for both projects..</p> <p>All work has been completed.</p> <p>Art room, ecology lab and band rooms have been completed. The kiln has been relocated to the new kiln room and electrical service is being installed.</p> <p>All metal framing for the two rooms has been completed. Installing electrical outlets. Getting bids on flooring and new HVAC ductwork..</p> <p>Completed</p> <p>Painting the hallways in both schools. Work in progress by facilities staff.</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**

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	Out of State, Country, etc trips Harvard Exchange Trip to Athens (if not previously approved)		
Safety and Security			

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

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