

# ODYSSEY CHARTER SCHOOL

*A California nonprofit public benefit corporation  
725 West Altadena Drive, Altadena, CA 91001*

## SPECIAL GOVERNING BOARD MEETING MINUTES

Tuesday, February 27, 2018; 6:00pm

Odyssey Charter School, Room 2

**I. Call to Order**

*Meeting called to order by Nina Zippay at 6:04pm*

**II. Introductions and Board Roll Call**

Board Member	Present	Absent
Nina Zippay, Chair & Community Representative	x	
Jexy Wadle, Vice Chair & Community Member	x	
Melissa Denton, Treasurer & Community Member	x	
Marisa Davis, Secretary & Parent Representative	x	
Rene Alicea, Community Representative	x	
Joretta Joseph, Community Member	X (Arrived at 6:27pm)	
Raequel London, Parent Representative	x	
Mel Morrow, Parent Representative	x	
Patrick Ontiveros, Community Member		x

**III. Public Comment**

*The public may address the OCS Governing Board regarding any item within the Board's jurisdiction whether or not that item appears on the agenda.*

**No members of the public in attendance**

**IV. Consent Agenda**

*Items on the consent agenda are considered routine and will be approved/adopted by a single motion. It is expected that Board members have reviewed these agenda items prior to meeting. There will be no separate discussion of these items, however any item may be removed from the consent agenda at the request of any Board member and acted upon separately.*

- a. Approval of the January 23, 2018 OCS Governing Board Meeting Minutes
- b. Approval of the January 23, 2018 OCS Finance Committee Meeting Minutes
- c. Approval of the January 23, 2018 OCS Facilities Committee Meeting Minutes
- d. Approval of the January 2018 Financials and 2nd Interim Report
- e. Ratification of January 23, 2018 Odyssey Charter School Governing Board Meeting Action Items
  - i. Authorization for Los Angeles County Office of Education to Issue Funds for Charter School
  - ii. Pre-Tax Receivable Resolution California State Teachers Retirement System
  - iii. EPMC Resolution and Cov Effective Date CalPERS
  - iv. Pre-Tax Receivable Resolution CALPERS

<b>Discussion</b>	<i>No discussion</i>
-------------------	----------------------

<b>Move to approve</b>	<i>Melissa Denton</i>
<b>Second</b>	<i>Jexy Wadle</i>
<b>Votes</b>	<i>Motion passed 7:0</i>

**V. Communications**

*The OCS Governing Board allocates 20 minutes at maximum for Staff Reports when appearing on Governing Board Meeting Agenda.*

**a. Staff Report**

*Review of several items by Administrators. Items included Prop 39 Facilities Offer for OCS- South; Enrollment and Lottery Update, Attendance and ADA update, Annual Campaign update,*

**VI. Action Items**

**a. Review and approve the 2018-19 Odyssey School Calendar**

<b>Discussion</b>	<i>Rachelle reviewed proposed school calendar</i>
<b>Move to approve</b>	<i>Mel Morrow</i>
<b>Second</b>	<i>Jexy Wadle</i>
<b>Votes</b>	<i>Motion passed 8:0</i>

**b. Review and approve OCS South Response to Preliminary Prop 39 Proposal**

<b>Discussion</b>	<i>Rachelle Martinez and Lauren O’Neill shared details of site visit to Washington Elementary Campus. Discussed conditions on site and details of suggested response to offer being submitted to PUSD by March 1, 2018.</i>
<b>Move to approve</b>	<i>Move to approve Response to Preliminary Prop 39 Offer with the addition of “Not reasonably equivalent and site does not have sufficient capacity” sections, and removal of language to propose schedule by Jexy Wadle</i>
<b>Second</b>	<i>Mel Morrow</i>
<b>Votes</b>	<i>Motion passed 8:0</i>

**c. Establish an Ad-hoc committee to review and update Odyssey Governing Board Bylaws**

<b>Discussion</b>	<i>Discussed purpose of committee during Staff Report. Ad-hoc committee will consist of Rene Alicea and Nina Zippay with staff Lauren O’Neill</i>
<b>Move to approve</b>	<i>Marissa Davis</i>
<b>Second</b>	<i>Jexy Wadle</i>
<b>Votes</b>	<i>Motion passed 8:0</i>

- d. Review and approve application for membership to the Desert Mountain SELPA for OCS-South

<b>Discussion</b>	<i>Purpose and process described by Lauren O'Neill during Staff Report</i>
<b>Move to approve</b>	<i>Mel Morrow</i>
<b>Second</b>	<i>Jexy Wadle</i>
<b>Votes</b>	<i>Motion passed 8:0</i>

- e. Resolution to Open Bank Accounts and Renew Line of Credit: Resolved, the Governing Board has determined it is in the best interest of Odyssey Charter Schools to open bank accounts on behalf of OCS-South, OCS-South Parent Participation Group, and Odyssey Charter Schools Home Office. The Executive Director, Director of Operations, & Chief Business Officer shall be authorized to act on behalf of Odyssey Charter Schools to open such accounts and transact business, including but not limited to the maintenance of accounts. The Board Chair and Executive Director will be signatories on all accounts. Resolved, Odyssey Charter Schools will open checking accounts with Wells Fargo Bank, and a checking account with California Credit Union for the purpose of processing STRS/PERS retirement payments. Resolved, Odyssey Charter Schools will renew their line of credit with Wells Fargo Bank.

<b>Discussion</b>	
<b>Move to approve</b>	<i>Melissa Denton</i>
<b>Second</b>	<i>Raequel London</i>
<b>Votes</b>	<i>Motion passed 8:0</i>

**VII. Items For Discussion**

*The OCS Governing Board allocates a maximum of 15 minutes per discussion items appearing on the agenda.*

- a. Governance Best Practices Workshop- Scheduled for Wednesday, April 4 from 6:00-730pm. Dinner will be provided.
- b. Form 700

**VIII. Late Communications**

**IX. Adjournment**

*Meeting adjourned by Nina Zippay at 7:06pm*

**Certification of Minutes**

*I, Marisa Davis, Secretary of the Odyssey Charter School Governing Board, hereby certify these minutes as accurate.*



