

# ODYSSEY CHARTER SCHOOL

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

## GOVERNING BOARD MEETING MINUTES

Tuesday, May 22, 2018; 6:00pm

Odyssey Charter School, Room 2

### I. Call to Order

Meeting called to order by Nina Zippay at 6:06pm

### 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
Raequel London, Parent Representative	X	
Mel Morrow, Parent Representative	X Arrived at 6:11pm	
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

1. Marcy Algrader - Here to observe.

### 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 April 24, 2018 OCS Board Meeting Minutes
- b. Approval of the April 24, 2018 OCS Finance Committee Meeting Minutes
- c. Approval of the April 2018 Financials

<b>Discussion</b>	No discussion on Consent Agenda Items
<b>Move to approve</b>	Jexy Wadle
<b>Second</b>	Marissa Davis
<b>Votes</b>	Motion approved unanimously (5:0)

**V. Communications**

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

- a. Staff Report: Report includes update on OCS-South, Odyssey Charter Renewal, Average Daily Attendance, and Independent Study.
  - i. Lauren O’Neill and Rachelle Martinez reviewed the Director’s Staff report.

**VI. Action Items**

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

- a. Review and approve OCS-South Final Prop 39 Facilities Use and Lease Agreement

<b>Discussion</b>	<i>Lauren O’Neill and Rachelle Martinez speak to the FUA, noting that the current lease does not include shared space.</i>
<b>Move to approve</b>	<i>Mel Morrow Motion to approve the Facility Use &amp; Lease Agreement with recommendation that staff work with legal to include a letter that asks for shared space.</i>
<b>Second</b>	<i>Jexy Wadle</i>
<b>Votes</b>	<i>Motion approved unanimously (6:0)</i>

- b. EPMC Resolution and Cov Effective Date CalSTRS to establish STRS account for OCS-South

<b>Discussion</b>	<i>Katrina Franklin speaks to resolution to establish STRS account for OCS-South.</i>
<b>Move to approve</b>	<i>Marissa Davis</i>
<b>Second</b>	<i>Raequel London</i>
<b>Votes</b>	<i>Motion approved unanimously (6:0)</i>

**VII. Items For Discussion**

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

- a. Discuss the Preliminary FY18-19 Budget

<b>Discussion</b>	<i>Katrina Franklin presents information on the governor's budget and provides information on Odyssey Charter Schools budget assumptions. She provides information on the preliminary budgets for both Odyssey Charter School and OCS-South. Discussion on OCS-South cash borrowing on Line of Credit or from Odyssey.</i>
-------------------	--

b. Discuss the OCS-South School Calendar

<b>Discussion</b>	<i>Rachelle Martinez reviews the draft OCS-South calendar, noting it is identical to the currently approved Odyssey calendar.</i>
-------------------	---

c. Discuss the Odyssey Charter Schools Employee Handbook

<b>Discussion</b>	<i>Lauren O'Neill discusses the revised Odyssey Charter Schools Employee Handbook which includes annual legal updates, and move to Odyssey Charter Schools to be a handbook for both Odyssey and OCS-South.</i>
-------------------	---

d. Discuss the Odyssey Charter Schools Wellness Policy

<b>Discussion</b>	<i>Katrina Franklin discusses that we are federally required to provide healthy and nutritious snacks and meals to our students also includes physical education component. Board discusses the want to include language that is more in line with charter. Marissa Davis and Mel Morrow to provide recommendations.</i>
-------------------	--

e. Discuss the Odyssey Charter Schools Retention Policy

<b>Discussion</b>	<i>Lauren O'Neill discusses the need for a Promotion and Retention Policy.</i>
-------------------	--

f. Discuss the Odyssey Charter Schools Governing Board Bylaws

<b>Discussion</b>	<i>Lauren O'Neill discusses the revised Governing Board Bylaws, along with the ad-hoc committee.</i>
-------------------	--

**VIII. Late Communications**

- a. Marisa Davis presents a question about the fundraising component of the Governing Board. Clarification on annual campaign, fundraisers, etc. and where does the board fit in.
- b. Victoria Diese Wilson asked with strategic planning have we asked when fundraising is it to support the institutional goals or for a parent needs?

**IX. Adjournment**

*Meeting adjourned by Nina Zippay at 8:11pm*