

Odyssey Community School  
**Virtual BOT Meeting Minutes**

June 1, 2020

4:30 p.m.

1. Meeting called to order at 4:33 p.m. by Miriam Lewis

**Present:** Miriam Lewis, Cynthia Merrill, Lilanya Dantzler, Walter King, Sarah Althen, Kathryn Mund, Annie Busby, Jessica Swann, Lisa Kimyachi, Kevin Bieler, Philip O'Reilly, David Harding

**Absent:** None

2. Present to Speak: None

3. Approve minutes of April 27, 2020

MOTION by Cynthia Merrill to approve virtual online minutes of April 27, 2020

SECOND by Lilanya Dantzler

VOTE - Unanimous - Approve

Motion passed

4. Financial Report

Cynthia Merrill reported on the state of the budget thus far through May 31, 2020. She reported that 3.4 million dollars of the 3.9 million dollar budget has been spent. There is \$582,000 left as part of the budget to spend in which approximately \$230-\$240,00 is for salaries for a month. After that is paid, Odyssey will come in under budget. She mentioned there are some things that we will incur but we are at 87%. Odyssey has grants to be rolled over and we haven't spent all of the grant money. She concluded that Odyssey is on track with the budget.

5. Summary of Executive Committee Meeting

There was an Executive Committee Meeting. This meeting was held to clarify something mentioned in a previous meeting. There was a question posed regarding Para's salaries. It was noted that \$5000 was the cost of the increase in their salary step program but it was actually \$15,000. It was voted to approve the Para salary amount. The meeting was to clarify this before contracts went out.

6. Approve Paid Time Off and Sub Pay Changes to Employee Handbook

Annie presented proposed changes to the Employee Handbook and the cost comparisons. After the presentation, there was discussion on each item change proposed. It was suggested and approved that each proposed change for the handbook would be voted on individually.

- 1) Motion to approve sick time for all employee categories will now receive 15 sick days per year

MOTION by Sarah Althen to approve changes to Employee Handbook regarding sick time

SECOND by Kathryn Mund

VOTE - Unanimous - Approve

Motion passed

- 2) Motion to approve personal days for all employee categories will now receive 5 personal days to be used for situations out of employee control.  
MOTION by Sarah Althen to approve changes to Employee Handbook regarding personal days  
SECOND by Kevin Bieler  
VOTE - Unanimous - Approve  
Motion passed
- 3) Motion to approve the addition of 3 Kings Day as a paid Holiday  
MOTION by Lilanya Dantzler to approve change to Employee Handbook regarding 3 Kings Day  
SECOND by Walter King  
VOTE - Unanimous - Approve  
Motion passed
- 4) Motion to approve changes for Sub Pay to Paraprofessionals at \$5 per hour after 30 minutes of covering  
MOTION by Lisa Kimyachi to approve changes to Employee Handbook regarding Sub Pay  
SECOND by Lilanya Dantzler  
VOTE - Unanimous - Approve  
Motion passed

7. Executive Director Transition Plan - Dr. Philip O'Reilly

Dr. O'Reilly presented his transition plan. This plan is what he intends to use during his first year at Odyssey. His top 3 priorities will be to listen, learn and finance and budgeting. He mentioned it is important to learn all he can as he's never been part of a charter school.

8. Approve Additional Hours for Executive Director in June

MOTION by Lilanya Dantzler to approve additional hours for new Executive Director in June  
SECOND by Lisa Kimyachi  
VOTE - Unanimous - Approve  
Motion passed

9. Discussion of Plans Related to COVID-19

Annie reported we are finishing up the school year with Distance Learning. It has been challenging but Odyssey has done quite well. As the weather warms up, it is becoming more challenging to engage the kids. Despite that, attendance has been very good.

Annie reported about plans for the fall. She states it has been challenging to plan. Annie added they they do not have a lot of information as to what the fall will look like. Therefore, Odyssey will be working on 3 options for the fall: 1) continue with Distance Learning; 2) Alternating days or doing some ½ days and 3) possibility of some Distance Learning and going to school. A survey will be going out to families to find out how they are feeling. As a Charter School, Odyssey has a lot more flexibility that we are able to do. A lot will depend on what Manchester and the state will do. Odyssey will be developing a committee to plan and discuss these options. Annie mentioned staff will want parent input. Sarah had also added that it would be nice to have transitions from one grade to the next during Distance Learning.

## 10. Principal's Report

Annie Busby reported that last spring Middle School students wanted to have conversations about race; Therefore, Odyssey made that a priority. We hired Kenya from who helped in addressing issues. Today we met as a staff to talk about issues in the country about race and how to talk with the students.

Marissa, Odyssey's Counselor, came in with resources and we discussed with staff and they talked with

students today that we stand together and are supporting them in these issues. Kevin and Lisa shared how they addressed this in their advisories. Lisa talked about how it went in her advisory class of 7th grade boys. She opened up with them and showed a video and her class shared with her. Feedback from other teachers was that students were quiet and not as comfortable talking about this. Annie mentioned that we want students to feel safe talking about these issues.

The end of the year for 8th grade was discussed. This will be the first Kindergarteners at Odyssey graduating this year and Odyssey wants to make it special. Jessica mentioned that Odyssey is able to hold 8th grade graduation at the Mansfield Drive In. Mr. Buonacquisti will be putting together a video for the event. Annie also mentioned that this week staff will be putting signs on their yards. Portraits will be done by Ms. Moksha. On June 12th 8th graders will have a virtual party and be able to get a pizza donated to them.

Annie discussed a summer program Odyssey will be offering. It will not be mandated but we will be asking teachers for recommendations on students who would benefit from this program. We will then reach out to families. This summer program will be for a couple weeks in July.

It was asked if there were any staffing changes and Annie mentioned three staff who were leaving: Drew Dunnack, our ELL Teacher, Shayna Camiel, a Special Education teacher and Katie Ellis, a 5th grade teacher.

## 11. Teacher's Report

Kevin gave a presentation on a survey that went out to find out how staff is doing. This presentation showed percentages and comparison to the previous month of April and showed some quotes from the teachers.. Kevin and Lisa are trying to increase the amount of responses they get from the survey. He mentioned the things that staff were doing with students at the end of the year to keep their excitement up. Some of these are virtual field day, virtual talent show, Beat Mr. Bieler game, and step up days for Middle School.

## 12. Parent Report

Sarah Althen reported on the staff appreciation gifts that were delivered to 50 out of 56 staff members. The gift was a Firestone 56 paint your own pottery item. These items ranged from coffee mugs, small plates and mini planters. It seemed well received by all.

Adjournment Time: 6:39 pm