



**Board of Trustees  
Regular Board Meeting Minutes  
Dec. 6, 2022, at 5:30pm  
Meeting Location: ZOOM**

<https://us02web.zoom.us/j/89660719018>

*The mission of Odyssey Online Learning is to provide a high-quality education for a wide variety of students by offering alternative solutions to traditional schooling while assisting students in achieving the knowledge and skills to reach their highest potential within a flexible and tailored educational program that fosters lifelong learning.*

- 1) **Call to Order** at 5:30 pm by Kendall McCarty
- 2) **Pledge** by Ashley Owings
- 3) **Roll Call** Andrea Amburn, Kendall McCarty, Rocky Cooper, Ashley Owings, Mario Williams, Tracey Stuckey, Colby Southers, Viktoria McKenna, Denise Toney, Penny McDaniel, and Amy Cox entered at 5:34pm
- 4) **Consent Calendar** Amy motioned to accept Regular Board Meeting agenda and to approve Board Meeting minutes. Penny McDaniel seconded the motion. Unanimously approved

- A. **December 6, 2022, Regular Meeting Agenda**
- B. **November 1, 2022, Regular Board Meeting Minutes**

4) **Public Comments (Must sign-up prior to start time). Please contact the Director of Operations & HR if you would like to sign up. *NONE***

- Each speaker has (3) three minutes.
- Speakers may not ask questions of Board Members.
- Board Members may not engage speakers in discussion.
- Disruptive behavior is not permitted.
- Personal attacks aimed at students or staff is not permitted.
- Scurrilous, obscene, or recklessly defamatory language aimed at any Board Member is not permitted.
- The Board will follow-up on all matters that speakers present.

5) **Reports**

- A. **November 2022 Financial Report-** Prestige School Solutions - Colby Southers Cash in the operating account is approximately \$1.7 million. Total assets are approximately \$1.8 million. Current liabilities are \$168,000, this leaves fund balance at about \$1.6 million. Year-to-date total revenue is around \$1.2 million, this number, was adjusted after the 45-day count. The count increased the total revenue by \$225,000. Most of the total revenue comes from state-aid funding. Expenses year-to-date are \$1.2 million which leaves OOL better than projected with 62% of budget remaining. Net income is in the red at \$202,000. However, this is expected to change due new funding from the 45-day count. The projected positive.net income is expected to be \$297,000. Andrea stated that fund balance will not be needed to cover any salaries. Colby informed the board the Prestige is requiring signatures for acknowledgment. It was determined that as treasurer Amy Cox with be the signer. With no further questions Colby exited at 5:38 pm
- B. **Report by Executive Director** – Ashley Owings. Ashley expressed that this is an extremely busy time of the year, but it has all been well worth it for OOL. All 5 fall events have successfully been completed. Ashley says the events were exciting and fun to share with students and families. She shared a video for the events that is posted on OOL social media sites.



End of course exam will be held Dec. 12-14 in all regions. Students have been well prepared with test prep through course work and Striving 4 Excellence supplemental support. Student retention is holding steady, a few students were lost due to non-compliance with attendance policy. This is best retention seen since Ashley has been director. Marketing is picking up for next term and we already have received applicants.

OOL has several students accepted in universities for round one. Ashley mention that 2 students were accepted into Clemson and one student was accepted into Notre Dame to play baseball. Erskine will highlight these student next week. She is excited to share these stories and celebrate the student success. OOL will spotlight the seniors in April, Amy stated that this is one of her favorite parts about OOL.

Staff holiday luncheon will be held December 9, Ashley gave the board members an open invitation to attend.

- 6) **Executive Session-*Personnel Matters*** Motion by Amy Cox to enter Executive Session to discuss personnel matters, seconded by Penny McDaniel. Amy requested that OOL staff hold for questions if needed. The board entered Executive Session at 5:50 pm. No action taken during session. The board re-entered Regular Session at 6:14 pm.

7) **Action Items**

- A. ***Approval of November 2022 Financials*** Motion to approve financial report by Amy Cox and seconded by Viktoria McKenna. Unanimously approved
- B. ***OOL Employee Handbook Addendum - Review (First Reading)***- Andrea stated that our liability insurance company examined our employee handbook and suggested additions to current handbook. These additions will be currently placed as an addendum and then will be merged into handbook if approved for next years handbook. The addendum include clarification for appropriate/inappropriate conduct and contact, defines bullying. This addendum will be shared with partners who interact with students, so that they are aware of OOL's expectations. Updates will be made to student handbook after this addendum is approved to mirror staff handbook. New form will be included for offsite events for attendees to complete as a checks and balance for program monitoring. This form will be made available digitally. Board wants the addendum to be specific about failure to report. Ashley informed the board that staff is required to complete mandated reporter training that also covers reporting requirements. There will be a second reading for addendum during January meeting.

- 8) **Adjourn** Motion to adjourn by Amy Cox and seconded by Penny McDaniel. Adjourned at 6:30 pm