



Carolina Voyager Charter School
Board of Directors Monthly Meeting Agenda
March 14, 2017 5:30 p.m.
721 Wappoo Road, Building 101 Room 140

The mission of the Carolina Voyager Charter School is to create resilient learners and empathetic citizens by fostering, supporting, and promoting excellence in learning in an engaging, technology rich environment balanced with the social and emotional development of the 21st century student.

1. Call to Order/Welcome/Pledge of Allegiance
2. Mission Statement
3. Approval of Agenda*
4. Approval of January and February (call in) meeting minutes*
5. Public Comment/ Introduction of Guests
6. Monthly Financial Report*
7. Principal Report- Dr. Walker
8. Discussion/ Information Items
 - a. New Board Members*
 - b. Election of New Officers*
 - c. HR manual update status report- Dr. Walker
 - d. Friends of Voyager status update- Ittriss Jenkins
 - e. First Reading FY18 Budget- Neil Oliver
 - f. Diversity discussion
 - g. Additional maintenance costs- HVAC
9. Executive Session
 - a. Facilities Update
10. Action Items from Executive Session*
11. Adjourn

*Denotes Board action to be taken



Carolina Voyager Charter School
Board of Directors Call In Meeting Minutes
February 7, 2017, 12:00 p.m.
721 Wappoo Road, Charleston, SC

The call in meeting of the Carolina Voyager Charter School Board of Directors was held on February 7, 2017.

Those present via call: Kara Crowell, Marc Stein, Neil Oliver, Shanecqua Frost, Dick Latham

Absent: Joe Diianni, Ittris Jenkins

Board Chair Kara Crowell welcomed attendees and called the meeting to order at 12:03 pm. Crowell read the mission statement.

1. Crowell moved to approve the meeting's agenda; Oliver seconded this motion. The motion passed unanimously.

2. Board Slate for Election- Dr. Walker provided a letter on behalf of the Board Selection Committee with a recommendation for the elected slate to be presented for voting as well as the open appointed board position. A copy of the letter is attached to the minutes. Latham moved to approve the recommendations as presented; Frost seconded this motion. The motion passed unanimously. The slate will be presented for voting.

9. Kara Crowell adjourned the meeting at 12:06

Respectfully submitted,

Kara Crowell, Board Chair



CAROLINA VOYAGER CHARTER SCHOOL
721 Wappoo Rd • Charleston, SC • 29407
843-203-3891

Harry Walker, Ed.D., School Leader
Tricia Lisinski, Administrative Assistant

February 1, 2017

To: The Carolina Voyager Charter School Board of Directors

From: The Board of Directors Nomination Committee
Richard Latham, Davida McDougal, Tricia Lisinski, and Harry Walker

After reviewing the applications submitted online for vacancies for seats on the 2017-2018 Carolina Voyager Charter School Board of Directors, the Nomination Committee would like to make the following recommendations for consideration by the current Board of Directors:

Proposed slate for vacancies on the 2017-2018 Board of Directors

Elected Positions (2)

- Mrs. Kara Crowell (2 year term)
- Ms. Thetyka Robinson (2 year term)

Appointed Position (1)

- Mr. Neil Oliver (2 year term)

Best Regards,

The Board of Directors Nomination Committee



Carolina Voyager Charter School
Board of Directors Monthly Meeting Minutes
January 10, 2016, 5:30p.m.
721 Wappoo Road, Charleston, SC

The regular monthly meeting of the Carolina Voyager Charter School Board of Directors was held on December 13, 2016.

Those present: Kara Crowell, Marc Stein, Neil Oliver, Joe Dianni, Ittris Jenkins, Shanecqua Frost

Absent: Dick Latham

Guests: Harry Walker

Board Chair Kara Crowell welcomed attendees and called the meeting to order at 5:42 pm. Crowell read the mission statement and led the board in the Pledge of Allegiance.

1. Oliver moved to approve the meeting's agenda; Jenkins seconded this motion. The motion passed unanimously.

2. The December meeting minutes were presented. Oliver made a motion to approve the December meeting minutes; Diiani seconded. The motion passed unanimously.

3. Financial Report – Neil Oliver presented the December 2016 financial report. The budget report was distributed to members for review. The December 2016 Financial Notes report will be attached to the minutes. Diiani made a motion to approve the December 2016 financial report; Jenkins seconded the motion. The motion passed unanimously.

4. Principal's report – Dr. Walker provided his report, which is attached to the minutes.

5. Discussion/Information Items

A. Board Election Dates and Board Development Committee-

1. Board election dates were outlined and the board will have a call in Feb 7 @ noon to approve the board slate for election.
2. Members of Board Development Committee will be: Dick Latham, Harry Walker, Davida McDougal, Tricia Lisinski

B. Annual Review- The annual review was delivered to the board and a copy is attached.

C. HR Manual update- Dr. Walker provided an update on HR manual

D. Board Structure for future of Voyager- Diiani led discussion on altering board meeting schedule to be every other month and simultaneously form Committees to address initially 3 main areas of Strategic, Finance, and Communications. Board members, staff, and community will form the committees. The Committees will report back to the board. Stein made motion to approve

changes to bimonthly board meetings and formation of workgroups.- Jenkins seconded the motion; the motion passed unanimously.

6. Stein made motion to go into executive session. Jenkins seconded the motion. The motion passed unanimously. The board entered executive session at 6:47.

7. The board exited executive session by motion from Crowell. Jenkins seconded the motion and the motion passed unanimously. Executive session was exited at 7:25.

8. Items from Executive Session:

A. Facilities

a. Long Term Site: Crowell provided an update as to the long-term site.

9. Kara Crowell adjourned the meeting at 7:07

Respectfully submitted,

Kara Crowell, Board Chair

Carolina Voyager Charter School
FEBRUARY 2017 FINANCIAL NOTES

Budget Report

Line 2: Continue to bring in funding.

Line 6: New revenue line.

Line 19: Revenue increased by **\$15K**.

Line 20: Personnel departure.

Lines 21, 62, 87, 88, and 93: Increased based on YTD + projection to EOY.

Lines 27 and 28: Companion expense lines for Line 6.

Line 100: Budget Balance increased by **\$1.1KK**.

Line 105: Fund Balance increased by **\$1.1K**.

Profit and Loss MTD and YTD Comparison

- Total Income for the fiscal year is **\$826.2K**.
- Net Income for the fiscal year is **-\$94.5K**.

Balance Sheet

- The Total Checking/Savings line is: **\$273,637.98**.
- The Due from the State line is IDEA and Nurse.
- The Total Liabilities line is current as of 02-28-17.

FY-18 Annual Operating Budget (DRAFT)

- 253 Students.
- 2.5% Pay Raises.
- 4% Insurance increase (health, liability, property, vehicle).
- Addition of Instructional (9) and Support (1) personnel.
- **\$283.7K** Budget Balance.
- **\$742.5K** Fund Balance.
 - 7% Operational Reserve
 - 3.6 Month of Operation
 - 3% Board Discretionary Fund

Carolina Voyager Charter School
February 2017 Budget Report

	FND	REVENUE	Revenues	Budget	Year to Date	Remaining	%	Change
1	100	1510	Interest	\$240.00	\$69.49	\$170.51	71.05%	
2	100	1920	Contributions & Donations (Marathon Kids)	\$2,651.86	\$2,651.86	\$0.00	0.00%	\$642
3	100	1920	Contributions & Donations (Speedwell)	\$8,679.63	\$8,679.63	\$0.00	0.00%	
4	100	3311	Education Finance Act (EFA)	\$1,428,769.12	\$749,408.00	\$679,361.12	47.55%	
5	203	4510	IDEA (Regular)	\$15,000.00	\$0.00	\$15,000.00	100.00%	
6	268	4348	TAP	\$14,451.00	\$14,451.00	\$0.00	0.00%	\$14,451
7	332	3532	National Board Certification	\$7,500.00	\$7,500.00	\$0.00	0.00%	
8	338	3538	Students At Risk of Failure	\$11,000.00	\$0.00	\$11,000.00	100.00%	
9	350	3550	Teacher Salary Increase	\$17,900.00	\$13,519.00	\$4,381.00	24.47%	
10	355	3555	School Employer Contributions	\$4,300.00	\$3,270.00	\$1,030.00	23.95%	
11	358	3558	Reading	\$400.00	\$0.00	\$400.00	100.00%	
12	397	3597	Aid to Districts	\$2,200.00	\$0.00	\$2,200.00	100.00%	
13	700	1700	Pupil Activity	\$17,803.80	\$17,571.80	\$232.00	1.30%	
14	720	4160	MUSC Wellness Grant	\$1,000.00	\$0.00	\$1,000.00	100.00%	
15	917	3577	Teacher Supplies	\$4,400.00	\$4,400.00	\$0.00	0.00%	
16	936	1700	Student Health and Fitness (Nurse)	\$30,000.00	\$0.00	\$30,000.00	100.00%	
17	937	1700	Student Health and Fitness	\$800.00	\$0.00	\$800.00	100.00%	
18	800	8000	Unreconciled Revenue	\$0.00	\$4,713.00	\$0.00	0.00%	
19			Total Revenue	\$1,567,095.41	\$826,233.78	\$745,574.63	47.58%	\$15,093

Carolina Voyager Charter School
February 2017 Budget Report

FND	FCT	OBI	Instruction Expenditures	Budget	Year to Date	Remaining	%	Change
20	100	110	Instructional Salaries	\$596,915.62	\$371,152.93	\$225,762.69	37.82%	(\$2,024)
21	100	120	Substitute Pay	\$22,500.00	\$15,080.00	\$7,420.00	32.98%	\$7,500
22	100	210	Group Health & Life Insurance	\$70,902.85	\$36,552.61	\$34,350.24	48.45%	
23	100	220	Employee Retirement	\$24,795.78	\$11,020.45	\$13,775.33	55.56%	
24	100	230	Social Security	\$47,385.29	\$32,779.52	\$14,605.77	30.82%	
25	100	260	Unemployment Compensation Tax	\$8,568.00	\$3,623.41	\$4,944.59	57.71%	
26	100	270	Worker's Compensation Tax	\$5,909.46	\$5,909.20	\$0.26	0.00%	
27	268	110	TAP Bonus	\$14,775.00	\$14,775.00	\$0.00	0.00%	\$14,775
28	268	110	Social Security	\$1,130.28	\$1,130.28	\$0.00	0.00%	\$1,130
29	100	110	Instructional Supplies	\$45,000.00	\$37,795.18	\$7,204.82	16.01%	
30	377	410	Teacher Supplies	\$4,400.00	\$4,400.00	\$0.00	0.00%	
31	100	420	Instructional Textbooks	\$30,000.00	\$690.65	\$29,309.35	97.70%	
32	100	540	Instructional Equipment	\$20,000.00	\$16,610.56	\$3,389.44	16.95%	
33	100	110	Student Technology					
34	100	110	Teacher Technology					
35	100	110	Classroom Technology					
36	100	110	Web Hosting					
37	100	110	Infrastructure					
38	100	110	Internet					
39	100	110	Digital Licenses					
40	100	110	Exceptional Teacher Salaries	\$46,367.00	\$20,285.58	\$26,081.42	56.25%	
41	100	210	Group Health & Life Insurance	\$9,158.41	\$4,995.43	\$4,162.98	45.46%	
42	100	220	Employee Retirement	\$2,318.35	\$1,014.30	\$1,304.05	56.25%	
43	100	230	Social Security	\$3,547.08	\$2,508.96	\$1,038.12	29.27%	
44	100	260	Unemployment Compensation Tax	\$408.00	\$0.00	\$408.00	100.00%	
45	100	270	Worker's Compensation Tax	\$459.03	\$459.03	\$0.00	0.00%	
46	100	120	Exceptional Instructional Services	\$26,184.00	\$24,729.21	\$1,454.79	5.56%	
47	100	410	Exceptional Supplies	\$1,000.00	\$0.00	\$1,000.00	100.00%	
48			Total Instruction Expense	\$981,724.16	\$605,512.30	\$376,211.86	38.32%	

Carolina Voyager Charter School
February 2017 Budget Report

FND	FCT	OBI	Support Services Expenditures	Budget	Year to Date	Remaining	%	Change
49	100	212	Guidance Salaries	\$26,908.00	\$15,838.72	\$11,069.28	41.14%	
50	100	210	Group Health & Life Insurance	\$4,503.00	\$0.00	\$4,503.00	100.00%	
51	100	220	Employee Retirement	\$1,345.40	\$0.00	\$1,345.40	100.00%	
52	100	212	Social Security	\$2,058.46	\$1,211.52	\$846.94	41.14%	
53	100	260	Unemployment Compensation Tax	\$816.00	\$0.00	\$816.00	100.00%	
54	100	270	Worker's Compensation Tax	\$266.39	\$266.39	\$0.00	0.00%	
55	100	213	Nurse Salaries	\$34,608.00	\$23,072.00	\$11,536.00	33.33%	
56	100	213	Group Health & Life Insurance	\$10,894.51	\$7,276.85	\$3,617.66	33.21%	
57	100	220	Employee Retirement	\$1,730.40	\$1,153.60	\$576.80	33.33%	
58	100	213	Social Security	\$2,647.51	\$1,409.75	\$1,237.76	46.75%	
59	100	260	Unemployment Compensation Tax	\$408.00	\$0.00	\$408.00	100.00%	
60	100	270	Worker's Compensation Tax	\$342.62	\$342.62	\$0.00	0.00%	
61	100	213	Health Supplies	\$1,500.00	\$163.06	\$1,336.94	89.13%	
62	100	214	Psychological Services	\$13,000.00	\$7,475.00	\$5,525.00	42.50%	\$8,000
63	100	221	Teacher Leader Salaries					
64	100	210	Group Health & Life Insurance					
65	100	221	Employee Retirement					
66	100	221	Social Security					
67	100	260	Unemployment Compensation Tax					
68	100	270	Worker's Compensation Tax					
69	100	224	Staff Development and Training	\$4,000.00	\$1,680.17	\$2,319.83	58.00%	
70	100	231	Board Services	\$500.00	\$0.00	\$500.00	100.00%	
71	100	231	Audit Services	\$10,600.00	\$9,718.76	\$881.24	8.31%	
72	100	231	Legal Services	\$8,000.00	\$0.00	\$8,000.00	100.00%	
73	100	231	Fundraising Supplies	\$1,500.00	\$1,156.39	\$343.61	22.91%	
74	100	231	Membership Dues & Fees	\$1,000.00	\$0.00	\$1,000.00	100.00%	
75	100	231	Liability Insurance	\$4,752.70	\$3,878.08	\$874.62	18.40%	
76	100	233	Principal Salaries	\$98,403.00	\$65,602.08	\$32,800.92	33.33%	
77	100	233	Administrative Salaries	\$56,050.00	\$34,033.30	\$22,016.70	39.28%	
78	100	233	Group Health & Life Insurance	\$4,580.74	\$3,004.84	\$1,575.90	34.40%	
79	100	233	Employee Retirement	\$7,722.65	\$3,760.16	\$3,962.49	51.31%	
80	100	233	Social Security	\$11,815.65	\$7,895.36	\$3,920.29	33.18%	
81	100	260	Unemployment Compensation Tax	\$1,632.00	\$0.00	\$1,632.00	100.00%	
82	100	270	Worker's Compensation Tax	\$1,529.08	\$397.96	\$1,131.12	73.97%	

Carolina Voyager Charter School
February 2017 Budget Report

FND	FCT	OBI	Support Services Expenditures	Budget	Year to Date	Remaining	%	Change
83	100	233	332 Travel	\$2,000.00	\$346.15	\$1,653.85	82.69%	
84	100	233	410 Office Supplies	\$15,000.00	\$12,119.67	\$2,880.33	19.20%	
85	100	233	540 Office Equipment	\$5,000.00	\$2,544.65	\$2,455.35	49.11%	
86	100	252	315 Fiscal Services	\$24,125.00	\$12,882.86	\$11,242.14	46.60%	
87	100	252	690 Bank Fees	\$950.00	\$609.75	\$340.25	35.82%	\$350
88	100	254	321 Water and Sewer	\$6,486.00	\$2,162.12	\$4,323.88	66.66%	\$446
89	100	254	323 Repairs and Maintenance	\$8,000.00	\$5,294.34	\$2,705.66	33.82%	
90	100	254	324 Property Insurance	\$4,606.16	\$1,681.00	\$2,925.16	63.51%	
91	100	254	325 Facility Lease	\$10.00	\$10.00	\$0.00	0.00%	
92	100	254	340 Telephone / Internet	\$12,742.17	\$7,884.37	\$4,857.80	38.12%	
93	100	254	470 Electric, Gas and Oil	\$31,500.00	\$10,453.24	\$21,046.76	66.82%	(\$16,500)
94	100	263	350 Marketing & Advertising	\$2,500.00	\$1,543.28	\$956.72	38.27%	
95	100	266	345 Technology Services	\$10,349.75	\$9,950.75	\$399.00	3.86%	
96	700	271	660 Field Trip	\$5,000.00	\$4,090.50	\$909.50	18.19%	
97	700	271	660 Marathon Kids	\$0.00	\$0.00	\$0.00	0.00%	
98			Total Support Services Expense	\$441,383.20	\$260,909.29	\$180,473.91	40.89%	
99			Total Expenditures	\$1,423,107.36	\$866,421.59	\$556,685.77	39.12%	
100			FY-17 Budget Balance	\$143,988.05	(\$40,187.81)			\$1,118
101			FY-16 Cash Balance	\$395,191.71	\$395,191.71	\$0.00	0.00%	
102			FY-16 Accounts Receivable	\$20,572.74	\$2,500.00	\$18,072.74	0.00%	
103			FY-16 Accounts Payable	(\$46,627.68)	(\$46,627.68)	\$0.00	0.00%	
104			New Facility Renovations	(\$54,312.86)	(\$54,312.86)	\$0.00	0.00%	
105			FY-17 Fund Balance	\$458,811.96	(\$94,500.67)			\$1,118
				<i>Operational Reserve (7%)</i>	\$99,618			
				<i>Month of Operation (2.7)</i>	\$320,199			
				<i>Board Discretionary (3%)</i>	\$38,995			

Carolina Voyager Charter School
FY-18 Annual Operating Budget (DRAFT)

	FND	REVENUE	Revenues	Budget	FY-18
1	100	1510	Interest	\$240.00	\$100
2	100	1920	Contributions & Donations (Marathon Kids)	\$2,651.86	\$0
3	100	1920	Contributions & Donations (Speedwell)	\$8,679.63	\$0
4	100	3311	Education Finance Act (EFA)	\$1,428,769.12	\$2,012,389
5	203	4510	IDEA (Regular)	\$15,000.00	\$15,000
6	268	4348	TAP	\$14,451.00	\$14,451
7	332	3532	National Board Certification	\$7,500.00	\$7,500
8	338	3538	Students At Risk of Failure	\$11,000.00	\$14,725
9	350	3550	Teacher Salary Increase	\$17,900.00	\$23,965
10	355	3555	School Employer Contributions	\$4,300.00	\$5,760
11	358	3558	Reading	\$400.00	\$535
12	397	3597	Aid to Districts	\$2,200.00	\$2,945
13	700	1700	Pupil Activity	\$17,803.80	\$24,000
14	720	4160	MUSC Wellness Grant	\$1,000.00	\$0
15	917	3577	Teacher Supplies	\$4,400.00	\$4,400
16	936	1700	Student Health and Fitness (Nurse)	\$30,000.00	\$30,000
17	937	1700	Student Health and Fitness	\$800.00	\$800
18	800	8000	Unreconciled Revenue	\$0.00	
19			Total Revenue	<u>\$1,567,095.41</u>	<u>\$2,156,570</u>

Carolina Voyager Charter School
FY-18 Annual Operating Budget (DRAFT)

	FND	FCT	OBJ	Instruction Expenditures	Budget	FY-18
20	100	110	110	Instructional Salaries	\$596,915.62	\$784,623
21	100	110	120	Substitute Pay	\$22,500.00	\$17,000
22	100	110	210	Group Health & Life Insurance	\$70,902.85	\$74,036
23	100	110	220	Employee Retirement	\$24,795.78	\$34,181
24	100	110	230	Social Security	\$47,385.29	\$61,324
25	100	110	260	Unemployment Compensation Tax	\$8,568.00	\$13,056
26	100	110	270	Worker's Compensation Tax	\$5,909.46	\$7,768
27	268	110	110	TAP Bonus	\$14,775.00	\$14,775
28	268	110	230	Social Security	\$1,130.28	\$1,130
29	100	110	410	Instructional Supplies	\$45,000.00	\$60,000
30	377	110	410	Teacher Supplies	\$4,400.00	\$4,400
31	100	110	420	Instructional Textbooks	\$30,000.00	\$3,000
32	100	110	540	Instructional Equipment	\$20,000.00	\$9,000
33	100	110	545	Student Technology		\$31,600
34	100	110	545	Teacher Technology		\$6,200
35	100	110	545	Classroom Technology		\$6,400
36	100	110	545	Web Hosting		\$200
37	100	110	545	Infrastructure		\$2,000
38	100	110	545	Internet		\$9,300
39	100	110	545	Digital Licenses		\$23,000
40	100	120	110	Exceptional Teacher Salaries	\$46,367.00	\$47,526
41	100	120	210	Group Health & Life Insurance	\$9,158.41	\$9,525
42	100	120	220	Employee Retirement	\$2,318.35	\$2,376
43	100	120	230	Social Security	\$3,547.08	\$3,636
44	100	120	260	Unemployment Compensation Tax	\$408.00	\$408
45	100	120	270	Worker's Compensation Tax	\$459.03	\$471
46	100	120	311	Exceptional Instructional Services	\$26,184.00	\$50,000
47	100	120	410	Exceptional Supplies	\$1,000.00	\$1,000
48				Total Instruction Expense	\$981,724.16	\$1,277,935

Carolina Voyager Charter School
FY-18 Annual Operating Budget (DRAFT)

				Support Services Expenditures	Budget	FY-18
FND	FCT	OBJ				
49	100	212	110	Guidance Salaries	\$26,908.00	\$39,596
50	100	212	210	Group Health & Life Insurance	\$4,503.00	\$4,683
51	100	212	220	Employee Retirement	\$1,345.40	\$1,980
52	100	212	230	Social Security	\$2,058.46	\$3,029
53	100	212	260	Unemployment Compensation Tax	\$816.00	\$408
54	100	212	270	Worker's Compensation Tax	\$266.39	\$392
55	100	213	110	Nurse Salaries	\$34,608.00	\$35,473
56	100	213	210	Group Health & Life Insurance	\$10,894.51	\$11,331
57	100	213	220	Employee Retirement	\$1,730.40	\$1,774
58	100	213	230	Social Security	\$2,647.51	\$2,714
59	100	213	260	Unemployment Compensation Tax	\$408.00	\$408
60	100	213	270	Worker's Compensation Tax	\$342.62	\$351
61	100	213	410	Health Supplies	\$1,500.00	\$1,500
62	100	214	313	Psychological Services	\$13,000.00	\$13,000
63	100	221	110	Teacher Leader Salaries		\$52,500
64	100	221	210	Group Health & Life Insurance		\$9,525
65	100	221	220	Employee Retirement		\$2,625
66	100	221	230	Social Security		\$4,016
67	100	221	260	Unemployment Compensation Tax		\$816
68	100	221	270	Worker's Compensation Tax		\$520
69	100	224	312	Staff Development and Training	\$4,000.00	\$4,000
70	100	231	315	Board Services	\$500.00	\$500
71	100	231	318	Audit Services	\$10,600.00	\$11,500
72	100	231	319	Legal Services	\$8,000.00	\$8,000
73	100	231	410	Fundraising Supplies	\$1,500.00	\$0
74	100	231	640	Membership Dues & Fees	\$1,000.00	\$1,000
75	100	231	650	Liability Insurance	\$4,752.70	\$4,943
76	100	233	111	Principal Salaries	\$98,403.00	\$103,863
77	100	233	115	Administrative Salaries	\$56,050.00	\$85,500
78	100	233	210	Group Health & Life Insurance	\$4,580.74	\$4,764
79	100	233	220	Employee Retirement	\$7,722.65	\$9,468
80	100	233	230	Social Security	\$11,815.65	\$14,486
81	100	233	260	Unemployment Compensation Tax	\$1,632.00	\$2,040
82	100	233	270	Worker's Compensation Tax	\$1,529.08	\$1,875

Carolina Voyager Charter School
FY-18 Annual Operating Budget (DRAFT)

	FND	FCT	OBJ	Support Services Expenditures	Budget	
83	100	233	332	Travel	\$2,000.00	\$2,000
84	100	233	410	Office Supplies	\$15,000.00	\$15,000
85	100	233	540	Office Equipment	\$5,000.00	\$5,000
86	100	252	315	Fiscal Services	\$24,125.00	\$31,625
87	100	252	690	Bank Fees	\$950.00	\$800
88	100	254	321	Water and Sewer	\$6,486.00	\$7,135
89	100	254	323	Repairs and Maintenance	\$8,000.00	\$15,000
90	100	254	324	Property Insurance	\$4,606.16	\$4,790
91	100	254	325	Facility Lease	\$10.00	\$0
92	100	254	340	Telephone / Internet	\$12,742.17	\$5,700
93	100	254	470	Electric, Gas and Oil	\$31,500.00	\$34,650
94	100	263	350	Marketing & Advertising	\$2,500.00	\$2,500
95	100	266	345	Technology Services	\$10,349.75	\$12,650
96	700	271	660	Field Trip	\$5,000.00	\$5,000
97	700	271	660	Marathon Kids	\$0.00	\$0
98				Total Support Services Expense	\$441,383.20	\$580,430
99				Total Expenditures	\$1,423,107.36	\$1,858,364
100				FY-17 Budget Balance	\$143,988.05	\$283,755
101				FY-16 Cash Balance	\$395,191.71	\$458,812
102				FY-16 Accounts Receivable	\$20,572.74	\$0
103				FY-16 Accounts Payable	(\$46,627.68)	\$0
104				New Facility Renovations	(\$54,312.86)	\$0
105				FY-17 Fund Balance	\$458,811.96	\$742,567

Operational Reserve (7%)	\$99,618	\$130,085	Operational Reserve (7%)
Month of Operation (2.7)	\$320,199	\$557,509	Month of Operation (3.6)
Board Discretionary (3%)	\$38,995	\$54,972	Board Discretionary (3%)

Carolina Voyager
Profit & Loss YTD Comparison
February 2017

	Feb 17	Jul '16 - Feb 17
Ordinary Income/Expense		
Income		
1500 · Interest	0.00	69.49
1790 · Pupil Activity	709.00	17,571.80
1920 · Contributions and Donations	622.42	11,311.49
1999 · Misc Revenue	20.00	20.00
3311 · K-Kindergarten	20,554.58	133,797.45
3312 · P-Primary	20,554.58	255,814.25
3313 · E-Elementary	20,554.58	29,730.06
3316 · SP-Speech Handicapped	39,053.70	77,661.20
3323 · LD-Learning Disabled	35,764.97	74,015.93
3325 · GT- Gifted and Talented	3,083.19	12,747.27
3326 · Orthopedically Handicapped	0.00	21,001.16
3334 · Limited English Proficiency	0.00	4,243.39
3351 · ACAS -Academic Assisitance	3,083.19	4,459.50
3352 · Pupils in Proverty	4,110.92	135,937.79
3532 · National Board Certification	0.00	7,500.00
3550 · Teacher Salary Increase	0.00	13,519.00
3555 · School Employer Contribution	0.00	3,270.00
3577 · Teacher Supplies	0.00	4,400.00
4348 · Teacher Incentive Program (TAP)	15,451.00	15,451.00
8000 · Unknown Revenue	2,772.00	3,713.00
Total Income	166,334.13	826,233.78
Gross Profit	166,334.13	826,233.78
Expense		
111-110 · K-Teacher Salary	12,143.36	94,750.84
111-210 · K-Group Health & Life Insurance	1,666.58	12,371.30
111-220 · K-Employee Retirement	607.16	4,111.49
111-230 · K-Social Security	928.96	7,019.11
112-110 · P-Teacher Salary	30,512.42	210,199.28
112-115 · P-Teacher Assistant Salary	8,520.76	75,883.09
112-120 · P-Substitute Salary	2,320.00	15,080.00
112-210 · P-Group Health & Life Insurance	3,148.44	24,181.31
112-220 · P-Employee Retirement	909.82	6,908.96
112-230 · P-Social Security	3,017.75	25,760.41
112-260 · P-Unemployment Compensation Tax	0.00	3,623.41
112-270 · P-Worker's Compensation Tax	0.00	5,909.20
112-410 · P-Instructional Supplies	0.00	800.86
113-110 · EL-Teacher Salary	6,225.00	6,225.00
113-410 · EL-Instructional Supplies	6,432.01	41,394.32
113-420 · EL-Instructional Textbooks	0.00	690.65
113-445 · EL-Instructional Computers	0.00	2,877.18
113-540 · EL-Instructional Equipment	0.00	13,733.38
126-311 · SP-Instructional Services	0.00	23,003.00
127-110 · LD-Teacher Salary	2,438.92	20,285.58
127-210 · LD-Group Health & Life Insuranc	908.26	4,995.43
127-220 · LD-Employee Retirement	193.20	1,014.30
127-230 · LD-Social Security	1,264.31	2,508.96
127-270 · LD-Worker's Compensation Tax	209.03	459.03
127-311 · LD-Instructional Services	0.00	1,726.21
212-110 · GU-Guidance Salary	1,979.84	15,838.72
212-230 · GU-Social Security	-271.65	1,211.52
212-270 · GU-Worker's Compensation Tax	266.39	266.39
213-110 · HE-Health Salary	2,884.00	23,072.00
213-210 · HE-Group Health & Life Insuranc	913.65	7,276.85
213-220 · HE-Employee Retirement	144.20	1,153.60
213-230 · HE-Social Security	176.22	1,409.75
213-270 · HE-Worker's Compensation Tax	342.62	342.62
213-410 · HE-Health Supplies	0.00	163.06
214-313 · Psychological Services	2,550.00	7,475.00
224-312 · Staff Development & Training	417.00	1,680.17
231-318 · BOD-Audit Services	0.00	9,718.76
231-410 · BO- Board Supplies-Fundraiser	0.00	1,156.39

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Accrual Basis

Carolina Voyager
Profit & Loss YTD Comparison
February 2017

	Feb 17	Jul '16 - Feb 17
231-640 · BOD-Membership Dues & Fees	0.00	0.00
231-650 · BOD-Liability Insurance	0.00	3,878.08
233-111 · AD-Principal / Assistant Princi	3,400.26	65,602.08
233-115 · AD-Administrative Assistant Sal	4,822.34	34,033.30
233-210 · AD-Group Health & Life Insuranc	376.46	3,004.84
233-220 · AD-Employee Retirement	470.02	3,760.16
233-230 · AD-Social Security	956.90	7,895.36
233-270 · AD-Worker's Compensation Tax	397.96	397.96
233-332 · AD-Travel	0.00	346.15
233-410 · AD-Office Supplies	467.00	12,119.67
233-540 · AD-Office Equipment	0.00	2,544.65
252-315 · FI-Fiscal Services	2,437.92	12,882.86
252-690 · FI - Bank Fees	84.00	609.75
253-520 · CO - Construction	0.00	54,312.86
254-321 · OP-Water & Sewer Services	0.00	2,162.12
254-322 · OP-Cleaning Services	0.00	0.00
254-323 · OP-Repairs & Maintenance Servic	0.00	5,294.34
254-324 · OP-Property Insurance	0.00	1,681.00
254-325 · OP-Facility Rent / Lease	0.00	10.00
254-340 · OP-Telephone	1,459.29	7,884.37
254-410 · OP-Supplies	0.00	0.00
254-470 · OP-(Electric, Gas, Oil)	0.00	10,453.24
263-350 · Marketing & Advertising	20.00	1,543.28
266-345 · TE-Technology Services	-399.00	9,950.75
271-660 · Field Trips	0.00	4,090.50
66000 · Payroll Expenses	0.00	0.00
Total Expense	105,341.40	920,734.45
Net Ordinary Income	60,992.73	-94,500.67
Net Income	60,992.73	-94,500.67

Carolina Voyager
Balance Sheet
As of February 28, 2017

	<u>Feb 28, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
100-102 · Operating- TD Bank	273,637.98
Total Checking/Savings	<u>273,637.98</u>
Other Current Assets	
0143 · Due from the State	18,072.74
Total Other Current Assets	<u>18,072.74</u>
Total Current Assets	<u>291,710.72</u>
TOTAL ASSETS	<u>291,710.72</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	375.00
Total Accounts Payable	<u>375.00</u>
Other Current Liabilities	
24000 · Payroll Liabilities	16,689.62
Total Other Current Liabilities	<u>16,689.62</u>
Total Current Liabilities	<u>17,064.62</u>
Total Liabilities	17,064.62
Equity	
32000 · Unrestricted Net Assets	369,146.77
Net Income	-94,500.67
Total Equity	<u>274,646.10</u>
TOTAL LIABILITIES & EQUITY	<u>291,710.72</u>

Enrollment for 2016-2017

22	Kindergarten A	22	Kindergarten B
23	Grade 1 A	23	Grade 1 B
21	Grade 2 A	21	Grade 2 B
20	Grade 3 A	22	Grade 3B
22	Grade 4		
196	Total Enrollment		
207	Capacity		

Down 4 students since last month – 2 students moved, 2 students withdrew
1 new enrollee last week (2nd grade)
3 new enrollees this week will take enrollment to 199 (Kindergarten, 2nd & 4th)

Special Education Services

Total expenditures for special education services have far exceeded budget projections. This is due in part to the influx of new students from traditional public schools that were not identified as having special needs in their prior placements. Each child who goes through the evaluation process averages about \$1,250 in contacted services (psychological, speech, OT). Of the 12 students who we have taken through the process this year, all have qualified for special education services. Nine of those students were new to Voyager (1 Kindergartner, 3 1st graders, 1 2nd grader, 2 3rd graders, and 2 4th graders). When students qualify, annual special education services can range from \$2,023 to \$4,046, prorated depending on the date they are identified. Currently 8.7% of our students have IEP's.

National Elementary Honor Society Chapter

Carolina Voyager Charter School was just granted approval to establish a chapter of the National Elementary Honor Society. The NEHS is the elementary partner of the National Honor Society (High Schools) and the National Junior Honor Society (Middle Schools). The purpose of this organization is to recognize fourth and fifth grade students for their outstanding academic achievement, demonstrated personal responsibility, service to the school and community, and leadership. NEHS Voyager Staff have formed a faculty council to review teacher recommendations for our inaugural class of NHES inductees. We will hold our NEHS Induction Ceremony later this spring.

Expanding Sports Program for Voyagers

We launched our First Tee program last week in our Physical Education classes. We are looking to expand in the coming school year into an after school program for children that have a particular interest/aptitude in the game.

Our Tennis Team kicked off their inaugural season last week as well. They won their first match against James Island Elementary. They will be playing weekly matches throughout the spring.

SCDE Climate Survey

Each year, the South Carolina Department of Education conducts climate surveys of students, parents and teachers. This information appears on our annual SCDE report card. Last week, surveys were distributed to parents of our fourth graders. Sixteen of the 24 surveys were returned. Students in fourth grade completed their online survey two weeks ago. Teachers will complete their online survey next week.

Charter School Leadership Summit

I will be attending this annual event along with two of our teacher leaders, Kelly Lake and Matt van Wingen. In addition to attending sessions, this conference will provide time for the members of my growing leadership team to reflect and plan. I'll be sure to report back to the board at our next meeting.

Charleston Symphony Field Trip

Our entire school will be going to the Gaillard on March 30th to hear the Charleston Symphony Orchestra.

Spring Break

Carolina Voyager will be closed at the end of the school day on April 7th through April 16th for Spring Break. We will reopen on Monday, April 17th.

Respectfully submitted,

Harry Walker
School Leader