



**Carolina Voyager Charter School  
Board of Directors Monthly Meeting Minutes  
October 08, 2019 4:30 p.m.  
721 Wappoo Road, Charleston, SC**

The regular monthly meeting of the Carolina Voyager Charter School Board of Directors was held on October 08, 2019.

Those present: Kara Crowell, Roy Francia, Linda Bowling, Matthew Long, Neil Oliver, Jon Craig, Brandon Szmidt

Absent: Shanecqua Frost, Dick Latham

Board Chair Kara Crowell welcomed attendees and called the meeting to order at 4:33pm. Kara Crowell read the mission statement and led the board in the Pledge of Allegiance.

1. Roy moved to approve the meeting's agenda; Neil seconded this motion. The motion passed unanimously.
2. The September meeting minutes were presented. Neil moved to approve the September meeting minutes. Kara seconded. The motion passed unanimously.
3. Monthly Financial Report - Taylor Lloyd with KM Consulting presented the September financial report. The budget report was distributed to the members to review. Neil made a motion to approve the financial report; Roy seconded. The motion passed unanimously.
4. There were no guests present at the October meeting.
5. Principal's Report- Dr. Walker provided his report, which is attached to the minutes.
6. Discussion/Information Items:
  - a. Audit Summary - Kara & Neil updated the Board on the audit status
  - b. Staff Climate Survey - Questions and suggestions were discussed. Harry will send the final survey to Brandon to set up as a Google Survey. Kara will then review the survey and distribute it. Kara made a motion to approve the Staff Climate Survey plan. Brandon seconded. The Board approved the Staff Climate Survey plan unanimously.
  - c. Update Tobacco Policy - Kara made a motion to update our Tobacco Policy to include electronic cigarettes and vaporizers. Jon seconded. The Board voted unanimously to approve.
  - d. Board Goals FY20 - Continue to November
  - e. State Report Card - Dr. Walker provided the Board with an update on the State Report Card.
  - f. Board Shared Documents - Continue to November
  - g. Facilities Update - Dr. Walker provided an update as to the HVAC maintenance concerns. Harry will follow-up with legal about the reimbursement per the lease agreement.
  - h. Communication Policy - Matt requested the Board to develop a Communication Policy. Matt will provide the Board with a sample/model Communication Plan for the Board to consider. Brandon recommended to the Board that a minimum level

of communication (type of communication, level of communication, and frequency) and best practices to be used. The Board suggested teacher & parent input/teacher committee to assist with the process/plan.

7. Kara made a motion to go into executive session. Brandon seconded the motion. The motion passed unanimously. The board entered executive session at 7:06pm.

8. Items from Executive Session:

- a. Contractual Matter Update
- b. School Leader Goals & Evaluation FY20

9. Kara made a motion to leave executive session. Neil seconded. The motion was passed unanimously. Executive session was exited at 8:30pm.

10. Kara adjourned the meeting at 8:32 pm.

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Respectfully submitted,

Linda Bowling, Board Secretary