



Carolina Voyager Charter School Board of Directors Meeting Minutes

December 12, 2022 5:00 p.m.

This meeting will be held on campus at 721 Wappoo Road. There is also a zoom link for those wishing to join the meeting online.

Meeting Link:

<https://cofc.zoom.us/j/7694400251>

Meeting ID: 769 440 0251

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.

Voting Board Members

Name	Office	Present	Absent	Arrived late	Departed early
Ashleigh Parr	Chair	x			
Kelly Lake	Vice Chair	x virtual			
Neil Oliver	Treasurer	x			
Harry Walker	Secretary	x			
Shanequa Frost	Director at Large	x			
Whitney Quick	Director at Large	x virtual			
Roy Francia	Director at Large	x			
Craig Thompson	Director at Large	x			
Sam Duncan	Director at Large	x virtual			

Others in attendance:

School Staff:

Anthony Holland, School Leader

John Kabel, Assistant Principal

Tricia Lisinski, Operations Manager

Official Guests of the Board:

Erika Rowell - Friends of Voyager

Kim Keene and Melanie Zendt

1. Call to Order/Welcome/Pledge of Allegiance

Upon determining the presence of a quorum, Board Chair Parr called the meeting to order at 5: 06 p.m.

2. Mission Statement

The Mission Statement was read by Board Chair Parr.

3. Introduction of Guests and Public Comment

Erika Rowell, representing Friends of Voyager was introduced as an official guest to the Board Meeting.

4. Guest Discourse

1. Friends of Voyager (FOV) - Erika Rowell (representing Chris Gilbert - Chair) FOV is looking for guidance from the Board of Directors regarding fundraising efforts, FOV requested Board Member representation, FOV is looking to develop a formalized structure. A member of the Board will be back in touch with Erika by the end of the week with a volunteer from the Board to assist FOV

5. Unique Authorizer Correspondence

1. Outreach to New Board of Trustee Members

Board Chair Parr reported on invitations sent to the newly elected CCSD Board of Trustees Members to visit Carolina VOyager. To date, two Trustee Members have responded indicating that they would be reaching out to schedule a visit.

Secretary Harry Walker reported on the securing of a “Letter of Good Standing” signed by the acting CCSD Superintendent.

6. Review and approval of December 12, 2022 agenda*

After calling for corrections to the agenda of the regular meeting on December 12, 2022, and hearing none, Board Chair Parr declared the agenda approved as submitted.

7. Review and approval of November 8, 2022 meeting minutes*

After calling for corrections to the minutes of the regular meeting on November 8, 2022, and hearing none, Board Chair Parr declared the minutes approved as submitted.

8. Financial Report

The board received the financial report from Neil Oilver, Treasurer, and Hannah Crowder, Prestige School Solutions, consisting of an income statement and a balance sheet as of November 30, 2022. Bank Statements have been reviewed by Treasurer Oliver.

9. School Leader Report

1. Teacher Recruitment Plan

Mr. Holland presented the plan to recruit and retain teachers. The plan included financial incentive proposals that require further research. At an upcoming meeting, Mr. Holland will present a proposal that outlines the cost of incentives that may involve Board approval for the use of funds from next year’s budget.

2. Student Recruitment Plan

Mr. Holland presented the plan for recruiting students.

3. Student data

Mr. Holland presented SEL data from the fall administration of the Panorama Survey. Mr. Holland presented MAP data from the fall and winter test administrations. He will send the Board the disaggregated data.

4. Discipline Data

Mr. Holland presented the discipline data for the current school year. He will send the Board the suspension data.

5. Diversity Mission Statement*

Mr. Holland submitted the following Diversity Mission Statement for consideration by the Board.

Creating a more Equal Tomorrow, Together.

Carolina Voyager is a place where everyone's voice is heard and valued. Our mission is to empower students, staff, and the community to be more inclusive and foster individuality. We value and respect innovation, ethnicity, culture, and difference.

Roy Francia made a motion to approve the Diversity Mission Statement. Board Chair Parr seconded the motion. The motion passed unanimously.

10. Old Business

1. Review/Acceptance of Annual Financial Audit*

After calling for questions or discussion regarding the financial audit and hearing none, Treasurer Neil Oliver accepted the audit.

2. Board Code of Conduct and Code of Ethics Policy*

Whitney Quick made a motion to approve the Board Code of Conduct and Code of Ethics Policy. Kelly Lake seconded the motion. The motion passed unanimously.

3. No Action Until Policy*

Whitney Quick made a motion to approve the No Action Until Policy. Sam Duncan seconded the motion. The motion passed unanimously.

4. Conflict of Interest Policy - Submittal by board members*

Whitney Quick made a motion to approve the Conflict of Interest Policy. Board Chair Parr seconded the motion. The motion passed unanimously.

5. One Voice Policy*

Whitney Quick made a motion to approve the One Voice Policy. Shanequa Frost seconded the motion. The motion passed unanimously.

11. New Business

1. Board Roles and Responsibilities Policy*

The Board Roles and Responsibility Policy was already approved as part of the Board Code of Conduct Policy (see above).

2. Whistleblower Policy*

Whitney Quick made a motion to approve the Whistleblower Policy. Roy Francia seconded the motion. The motion passed unanimously.

3. Reimbursement Resolution*

Legal Counsel, Mary Allison Caudell, presented a reimbursement resolution. Board Chair Parr made a motion to approve the reimbursement resolution. Criag Thompson seconded the motion. The motion passed unanimously.

4. Board Resolution on Loan Agreement Documents*

Legal Counsel, Mary Allison Caudell, presented a resolution of loan agreement documents. Board Chair Parr made a motion to approve the Board Resolution on Loan Agreement Documents. Roy Francia seconded the motion. The motion passed unanimously.

5. Ethos Committee Membership*

The following Board Members will serve on the Ethos Committee:

Ashleigh Parr - Chair

Sam Duncan

Craig Thompson

Shanequa Frost

6. Risk Management Oversight Committee Membership*

The following Board Members will serve on the Risk Management Oversight Committee:

Whitney Quick

Roy Francia

Neil Oliver

12. Board Committee Reports

1. Building Committee

a. Progress on Building

Treasurer Neil Oliver reported that the building process is on track.

b. Financing for Building

Neil Oliver left the room during the discussion. Russ Caldwell reported on the site cost increases- 1.8 million dollars due to storm water issues. School is well prepared due to sound fiscal management. Request to the bank to increase loan by 1 million dollars, School will incur additional \$800,000 cost. Resolution (see 11.4 above) will be presented by legal counsel for Board consideration. The builder is exploring ways to reduce costs. Total construction budget 15.35 million dollars. Goal is to get the total cost down to 14 million. We are doing interim financing. We will be able to decide the amount of reimbursement we want to receive when we do our take out financing. We will be exploring the bond market allowing us to have a steady debt service. We need to have a real estate opinion to move forward which may take until next

week to complete. Pre-closing is slated to take place on Thursday with everything being finalized next week after receipt of the real estate opinion. Final closing should take place on Monday or Tuesday.

c. Furnishing RFP

Treasurer Neil Oliver will forward the furnishing RFP to all Board Members for review and feedback.

13. Executive Session

Board Chair Parr made a motion to go into Executive Session at 7:04 p.m. The motion was seconded by Neil Oliver. The motion passed unanimously.

Having completed the agenda items for the executive session, Chair Parr ended the session at 7:08 p.m.

a. Receipt of Legal Advice

b. School Leader Job Description*

14. Action Items from Executive Session

Whitney Quick made a motion to approve the School Leader Job Description. Sam Duncan seconded the motion. The motion passed unanimously.

15. Adjourn

Having completed the agenda, Board Chair Parr declared the meeting adjourned at 7:10 p.m.

** indicates action items*

Public Comment

Please fill out the form below if you would like to make a public comment during the next Carolina Voyager Board meeting. Public comments must be kept to three minutes in length. Please refer to the "CVCS 22-23 Board Meeting Calendar" for further rules and procedures regarding public comment.

Link for Public Comment: [HERE](#) or email: Board@carolinavoyager.org, subject "Voyager Board Meeting - date"