



Carolina Voyager Charter School Board of Directors Meeting Minutes

August 15, 2023 5:00 p.m.

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.

Meeting will be streamed via Zoom link [HERE](#) Meeting ID: 832 6273 6158
Passcode: Voyager

Voting Board Members					
Name	Office	Present	Absent	Arrived late	Departed early
Ashleigh Parr	Chair	X			
Kelly Lake	Vice Chair	X (zoom)			
Neil Oliver	Treasurer		X		
Harry Walker	Secretary	X			
Shanecqua Frost	Director at Large	X			
Whitney Quick	Director at Large	X			
Sam Duncan	Director at Large	X			
Erika Rowell	Director at Large		X		
Shannon Blake	Director at Large	X			

School Personnel in attendance:

John Kabel - Interim School Leader

Leslie Atkins - Assistant Principal

Tricia Lisinski - School Operations Manager

1. Call to Order (Parr)

Upon determining the presence of a quorum, Board Chair Parr called the meeting to order at 5:09 p.m.

2. Opening ceremonies: Mission Statement /Welcome/Pledge of Allegiance (Parr)

3. Review and approval of August 15, 2023 Board Meeting agenda*

After calling for corrections to the agenda for the August 15, 2023 meeting and hearing none, Board President Parr declared the agenda approved as submitted.

4. Review and approval of July 18, 2023 meeting minutes*

After calling for corrections to the minutes of the regular meeting on July 18, 2023, and hearing none, Board Chair Parr declared the minutes approved as submitted.

5. Review and approval of July 31, 2023 special meeting minutes*

After calling for corrections to the minutes of the Special Meeting on July 31, 2023, and hearing none, Board Chair Parr declared the minutes approved as submitted.

6. Board Nomination Committee (Duncan, Walker)

a. Recommendation for appointed board position*

On behalf of the Board Nomination Committee, Sam Duncan recommended Shannon Blake to fill the vacant appointed Board position. The motion was seconded by Harry Walker. The motion passed unanimously.

Board Attorney, Tyler Turner, conducted the swearing in of Shannon Blake to the appointed Board position.

7. Public Comment

There was no public comment at this meeting.

8. Guest Discourse

There was no guest discourse at this meeting.

9. Unique Authorizer Correspondence (Kabel)

- Jacob Troutman, Exceptional Children Coordinator with CCSD has been working with the Leadership Team to support our Special Education staff and students.
- The Leadership Team will be meeting with Sheila Greer, Director of Kaleidoscope to prepare for programming for this school year.
- Kristen Mattioli, CCSD MAP Coordinator will be providing staff with MAP training.

10. Financial Report for the period ending July 31, 2023 (Prestige, Oliver)

The board received the financial report from David King, Prestige School Solutions, consisting of an income statement and a balance sheet as of July 31, 2023. Bank statements have been reviewed by Treasurer Oliver.

11. Draw Schedule (Oliver)

The draw schedule for the new school building was shared with the Board.

12. School Leader Report (Kabel)

Mr. Kabel presented his School Leader report (attached). Highlights included an enrollment update, new hire for Middle School ELA, Ward Service support with open enrollment, NetChex support with HR services, Professional Development, Mentor Training, Student and Staff Handbook, and Meet the Teacher Night.

13. New Business

a. School Leader Professional Goals*

Harry Walker made a motion for Mr. Kabel, School Leader, to submit his professional goals to the Board at the regularly scheduled Board Meeting in September. The motion was seconded by Ashleigh Parr. The motion passed unanimously.

b. Formation of School Leader Evaluation Committee*

Harry Walker made a motion to form a School Leader Evaluation Committee. This committee will be charged with determining the evaluation goals for Mr. Kabel for the 2023-2024 school year. The motion was seconded by Ashleigh Parr. The motion passed unanimously.

The Committee is charged with putting forth policy recommendations for the full Board at the September Board meeting.

Kelly Lake, Shannon Blake, Harry Walker will serve on the Evaluation Committee.

14. Board Committee Reports

a. Policy Committee (Quick, Lake)

i. Discussion of policies related to in state and out of state travel

A discussion was convened by Board members regarding policies for in-state and out of state travel for Board Members and School Staff. Additionally, the suggestion was made to review school-level policy regarding expenditures, travel, and processes/procedures. Ashleigh Parr made a motion for the Policy Committee to put forth policy recommendations regarding the aforementioned to be considered by the full Board at the September Meeting. Shanequa Frost Seconded the motion. The motion passed unanimously.

b. Building Committee (Parr, Oliver, Lake, Walker)

i. Interior color selection update (Walker)*

Representing the Building Committee, Harry Walker presented the renderings for colors to be used in the halls and classrooms in the new school building. Harry Walker made a motion to approve the color palette recommended by the Building Committee with the removal of the red flooring. The motion was seconded by Sam Duncan. The motion passed unanimously.

ii. Furniture update (Kabel)

Mr. Kabel provided Board Members with an update on the process of acquiring furnishings for the new school. A third meeting with the Building Committee and representatives from Virco is

scheduled for September 12, 2023. The committee expects to have the first contract from Virco proposal at this time.

iii. Cabinets and cubbies*

The initial drawings for the new school include cabinets in the classrooms for Kindergarten through Second Grade. Harry Walker made a motion to have the same cabinet configuration without a sink in each classroom. Shannon Blake seconded the motion. The motion passed unanimously.

iv. Art Kiln

We are awaiting a response from our general contractor regarding the viability of equipping the Art Room with a kiln. A follow item will be included on the September Board Meeting Agenda.

c. Ethos Committee (Parr, Duncan, Frost)

Nothing to report at this meeting.

d. Risk Management Oversight Committee (Quick, Oliver)

Nothing to report at this meeting.

e. Budget Committee Oversight (Oliver, Walker)

Nothing to report at this meeting.

f. Board Governance Committee (Quick, Frost, Duncan)

Nothing to report at this meeting.

g. HR Committee (Rowell, Lake)

The Committee is withdrawing the posted RFP as they explore options with our current providers.

h. Charter Renewal Committee (Lake, Oliver, Quick, Walker)

The Charter Renewal Committee will present the first draft of the Charter Renewal Application at the September Board Meeting.

15. Executive Session

The Board did not convene an Executive Session.

16. Action items from Executive session

There were no action items, as the Executive Session was not convened.

17. Adjourn

Having completed the agenda, Ashleigh Parr declared the meeting adjourned at 6:09 p.m.

**indicates action item*

Public Comment **In person only**

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 23-24 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"