



Carolina Voyager Charter School Board of Directors Meeting Minutes

July 18, 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			
Neil Oliver	Treasurer	X			
Harry Walker	Secretary	X			
Shanecqua Frost	Director at Large	X			
Whitney Quick	Director at Large	X (remote)			
Sam Duncan	Director at Large	X			
Erika Rowell	Director at Large	X (remote)			
Vacant	Director at Large				

1. Call to Order (Parr)

Upon determining the presence of a quorum, Board Chair Ashleigh Parr called the meeting to order at 5: 13 p.m.

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

3. Swearing in of newly elected Board Members* (Mary Allison Caudell)

Board Attorney, Mary Allison Caudell, administered the oath of office to new Board Member Erika Rowell, and returning Board Members Ashleigh Parr, Neil Oliver, Shanecqua Frost, and Whitney Quick.

4. Election of Board Officers for FY 2024*

The following Board Members were nominated to serve as officers for 2024 fiscal year: Ashleigh Parr - Chair; Kelly Lake - Vice Chair; Neil Oliver - Treasurer; Harry Walker - Secretary. A motion was made by Harry Walker to accept the slate of officers for the 2024 fiscal year. The motion was seconded by Ashleigh Parr. The motion passed unanimously.

5. Review and approval of July 18, 2023 Board Meeting agenda*

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

6. Review and approval of June 20, 2023 meeting minutes*

The minutes of the regular meeting on June 20, 2023, will be reviewed at the August Board Meeting.

7. Review and approval of June 28, 2023 meeting minutes*

After calling for corrections to the minutes of the special meeting on June 28, 2023, and hearing none, Board Chair Parr declared the minutes approved as submitted.

8. Public Comment

There was no public comment at this meeting.

9. Guest Discourse

There was no guest discourse at this meeting.

10. Unique Authorizer Correspondence

An update on the progress of the new school building was presented to Jeff Borowy by Neil Oliver.

11. Financial Report for the period ending June 30, 2023 (Prestige, Oliver)

The board received the financial report from Neil Oliver, Treasurer, and Christy Nickolauson from Prestige School Solutions, consisting of an income statement and a balance sheet as of June 30, 2023. Bank Statements have been reviewed by Board Treasurer Neil Oliver.

12. ERTC funds (Oliver)

Neil Oliver reported that Carolina Voyager has been approved to receive ERTC funds in the amount of \$175,380.

13. School Leader Report (Kabel)

Mr. Kabel presented his school leader report (attached). Highlights included the following:

- Enrollment Update
- New Staff Members
- Inclusive playground upgrades funded by Pattison's
- Kindergarten roundup
- STEM initiatives in after school programs

- Insurance renewal
- Student Handbook Policy - to be reviewed at an upcoming Special Board Meeting to be held on July 31, 2023 at 5:30 p.m.

14. Board Committee Reports

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

i. Extension of awnings along driveway*

Harry Walker made a motion to approve funding for the extension of the awning on the front drive of the new school for inclement weather during arrival and dismissal. Ashleigh Parr seconded the motion. The motion passed unanimously. The matter will be discussed with our contractor at the next meeting of the Building Committee.

ii. Fencing for the property

John Kabel will arrange a meeting with the CCSD security team for recommendations on security and safety fencing on our new campus.

iii. Exterior door security

Options for exterior door security, fencing, and parking will be added to the discussion at the next Building Committee Meeting.

b. Financing Committee (Parr, Walker)

A motion was made by Sam Duncan to dissolve the Financing Committee. Kelly Lake seconded the motion. The motion passed unanimously.

c. Pension, Retirement and Benefits Committee (Oliver, Walker, Caldwell-advisor)

i. Report on Staff Retirement Survey

Twelve staff members responded to the retirement survey. Top concerns from staff were reported to be salary/compensation and working conditions. The committee will continue to move forward with arranging immediate vesting for all staff members. Discretionary funds may be available in the future to permit the Board to increase retirement income contribution based on fiscal health, as well as student and staff performance.

ii. Staff Bonus*

Following discussion amongst Board Members, Ashleigh Parr made a motion to disburse the staff bonuses in two payments, one in November and the second payment in March. Shanequa Frost seconded the motion. The motion passed unanimously.

d. Ethos Committee (Parr, Duncan, Frost)

The committee did not have anything to report for this meeting.

e. Risk Management Oversight Committee (Quick, Oliver)

The committee did not have anything to report for this meeting.

f. Policy Committee (Quick, Lake)

The committee did not have anything to report for this meeting.

g. Budget Committee Oversight (Oliver, Walker)

The committee did not have anything to report for this meeting.

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

The committee did not have anything to report for this meeting.

i. HR Committee (Francia, Lake)

i. Appointment of new committee member*

Kelly Lake made a motion to approve the appointment of Erika Rowell on the HR Committee. Harry Walker seconded the motion. The motion passed unanimously.

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

The next meeting with staff will be held on Thursday. A check in with the Board Members will be scheduled in the coming weeks.

15. New Business

a. Board Nomination Committee (Duncan, Walker)

i. Search process to fill appointed seat vacated by Craig Thompson

Once all interested candidates have been identified, they will be interviewed by the committee. A recommendation for the appointed seat will be given to the Board at the August Board Meeting.

b. Board Training

i. Monday July 31, 2023 - 6:00-8:00 p.m.

Kelly Lake shared the registration information for Board Training with new Board Member, Erika Rowell.

c. Out of State Field Trips*

Following discussion amongst Board Members, Ashleigh Parr made a motion to table the proposed Washington DC field trip pending additional information. Neil Oliver seconded the motion. The motion passed unanimously.

d. PCSASC Annual Conference

i. PCSASC Annual Conference, December 6-8, Hilton Head Sonesta Resort

1. Board Member reimbursement for conference registration, hotel and mileage*

Following discussion amongst Board Members, Kelly Lake made a motion to allow for reimbursement for Board Members for conference registration, hotel, and mileage within state guidelines to attend the annual charter school conference. Ashleigh Parr seconded the motion. The motion passed unanimously.

16. Executive Session

Ashleigh Parr made a motion to go into executive session at 6:40 p.m. Harry Walker seconded the motion. The motion passed unanimously.

- a. Discussion of employment matter as permitted by SC Section*
30-4-70.(a)(1)

Harry Walker made a motion to leave executive session at 6:45 p.m. The motion was seconded by Ashleigh Parr. The motion passed unanimously.

17. Action items from Executive session

There were no action items as a result of the executive session.

18. Adjourn

Having completed the agenda, Ashleigh Parr declared the meeting closed at 6:47 p.m.

*indicates action item

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"