



Carolina Voyager Charter School Board of Directors Meeting

November 14, 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 virtual			
Kelly Lake	Vice Chair	X			
Neil Oliver	Treasurer			X 5:15 p.m.	
Harry Walker	Secretary	X			
Shanecqua Frost	Director at Large	X virtual			
Whitney Quick	Director at Large	X virtual			
Sam Duncan	Director at Large		X		
Erika Rowell	Director at Large		X		
Shannon Blake	Director at Large	X			

1. Call to Order (Lake)

Upon determining the presence of a quorum, Kelly Lake called the meeting to order at 5: 02 p.m.

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

3. Review and approval of November 14, 2023 Board Meeting agenda*

Harry Walker made a motion to amend the agenda to remove the personnel discussion from the Executive session. Kelly Lake seconded the motion. The motion passed unanimously.

After calling for additional corrections or revisions to the agenda of the regular meeting on November 14, 2023, and hearing none, Kelly Lake declared the agenda approved as submitted.

4. Review and approval of October 17, 2023 Regular Meeting minutes*

After calling for corrections to the minutes of the regular meeting on October 17, 2023, and hearing none, Kelly Lake declared the minutes approved as submitted.

5. Review and approval of October 27, 2023 Special Meeting minutes*

After calling for corrections to the minutes of the special meeting on October 27, 2023, and hearing none, Kelly Lake declared the minutes approved as submitted.

6. Public Comment

There was no public comment at this meeting.

7. Guest Discourse

There was no guest discourse at this meeting.

8. Unique Authorizer Correspondence

Ashliegh Parr, Harry Walker, John Kabel, and Leslie Adkins provided a tour of the new facility to CCSD Board Member, Daron Lee Calhoun.

9. Financial Report for the period ending October 31, 2023 (Prestige, Oliver)

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

10. School Leader Report (Kabel)

Mr. Kabel presented his School Leader report (attached). Highlights included enrollment figures (393), teacher and staff bonuses, updates on our accounting firm, completion of the earthquake drill, Panorama SEL data and initiatives to improve climate and relationships at the middle school level, initiatives to improve the sense of belonging and climate amongst staff members, review of data conferences, the upcoming Thanksgiving luncheon and Holiday Concert.

11. New Business

a. Status of Friends of Voyager*

Harry Walker made a motion to dissolve the organization Friends of Voyager and absorb the organization's funds into a separate line item in the Carolina Voyager Charter School bank account. Shannon Blake seconded the motion. The motion passed unanimously.

b. Charter Renewal Application

i. Change in school hours*

Harry Walker made a motion to approve a change in the school hours for Voyager students from 8:00 a.m. to 3:00 p.m. for the 2024-2025 school year. The bell times may need to be adjusted based on feedback from the school district. This change will be reflected in the Charter Renewal Application. The motion was seconded by Whitney Quick and passed unanimously.

c. Cell Phone Policy

Mr. Kabel shared the school's cell phone policy. Cell phones are not allowed in the classrooms. Phones must remain in backpacks or lockers all day.

12. Board Committee Reports

a. Policy Committee (Quick, Lake)

i. Update on Financial Policies

Whitney Quick continues to work on financial policies and will have an update at the December Board Meeting.

Building Committee (Parr, Oliver, Lake, Walker)

ii. Furniture contract

Mr. Kabel updated the Board on the three bids that have been submitted for furnishings for the new school building.

- Virco: \$437,000
- Office Mart: \$467,000
- Forms and Supply Inc: \$366,000

The bids were shared with Board Members for review. A final decision on the furnishings contract will be made at the December Board Meeting.

iii. Update on construction

1. Change orders

a. Electrical (approved by the Building Committee)

Additional outlets have been added to each classroom, the hallways, and the Gymnasium. The configuration of outlets in classrooms has been revised to accommodate the smart boards and millwork that will be installed in the classrooms.

b. Bathrooms (approved by Building Committee)

The Building Committee approved the purchase and installation of automatic flushers on all toilets and urinals in the new building.

c. Millwork cabinetry (approved by the Board at the August 2023 meeting)

Additional millwork units have been ordered for the majority of classrooms as approved by the Board of Directors at the August 2023 meeting.

d. Future Home Sign (Approved by the Board at the September 2023 meeting)

Fast signs is in the process of designing and printing a sign for the new school site. When the design is completed, it will be shared with members of the Building Committee for approval.

e. Window Blinds/Shades*

Kelly Lake made a motion to replace the planned 1 inch aluminum mini blinds on windows at the new school to pull down shades similar those in the St. Andrews campus building. The motion was seconded by Harry Walker and passed unanimously.

2. Perimeter fencing

The Leadership Team will be meeting with the Security team from the school district to determine where to place fencing on the new campus. A report is expected to be presented to the Board at the December Meeting.

3. Internet provider

The school's E-rate provider is in the process of soliciting bids for internet providers. An update will be provided to Board Members.

4. Gym floor cover

A discussion was held amongst Board Members regarding the purchase of protective mats. This issue will be revisited as the building nears completing this Winter.

b. Ethos Committee (Parr, Duncan, Frost)

The Board of Directors will hold its second Town Hall for parents and guardians on December 5, 2023 at 6:00 p.m. in the auditorium. Questions and comments will be gathered from the school community via a Google Doc. Mr Kabel will be sharing information about the Town Hall with the school community.

c. Risk Management Oversight Committee (Oliver, Quick)

Nothing to report at this time.

d. Budget Committee Oversight (Oliver, Walker)

Nothing to report at this time.

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

Nothing to report at this time.

f. HR Committee (Rowell, Lake)

i. Status of Committee*

Kelly Lake made a motion to dissolve the Board's HR Committee. Shannon Blake seconded the motion. The motion passed unanimously.

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

i. Review of Second Draft of Charter Renewal Application

Board Members are encouraged to examine the renewal application in preparation for a final review and approval at the December Board Meeting.

1. Recruitment Plan

Board Members have provided the Charter Renewal Committee with suggestions for recruitment for the coming school year.

13. Executive Session

a. Follow up regarding employment matter as permitted by SC Section 30-4-70.(a)(1)

14. Action items from Executive session

15. Adjourn

Having completed the agenda, Kelly Lake declared the meeting concluded at 6:10 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"