



**Carolina Voyager Charter School
Board of Directors Meeting**

February 20, 2024 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 plus 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 zoom			
Whitney Quick	Director at Large	X zoom			
Shannon Blake	Director at Large	X			
Chris Gilbert	Director at Large			X	

School Staff Present: John Kabel (School Leader); Leslie Adkins (Assistant Principal)

1. Call to Order (Parr)

Upon determining the presence of a quorum, Board Chair Parr called the meeting to order at 5:07 p.m.

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

3. Review and approval of February 20, 2024 Board Meeting agenda*

Harry Walker made a motion to amend the agenda to include an executive session item (Receipt of Legal Advice). Ashleigh Parr seconded the motion. The motion passed unanimously.

4. Review and approval of January 16, 2024 Regular Meeting minutes*

After calling for corrections to the minutes of the regular meeting on January 16, 2024, and hearing none, Board Chair Parr declared the minutes approved as submitted.

5. Public Comment

There was no public comment at tonight's meeting.

6. Guest Discourse

There was no guest discourse at tonight's meeting.

7. Unique Authorizer Correspondence (Kabel)

There has been no unique authorizer correspondence since the last Board Meeting.

8. Financial Report for the period ending August 30, 2023 (Prestige, Oliver)

The board received the financial report from Prestige School Solutions, consisting of an income statement and a balance sheet as of January 31, 2024. Bank Statements have been reviewed by Treasurer Neil Oliver.

9. School Leader Report (Kabel)

Mr Kabel presented his School Leader Report which is attached. Highlights included updated student enrollment (392 students), an update on the results of the CCSD lottery application process (491 applications), highlighted the new building furniture power point for Board Members to review, updated on playground bids that are being submitted, the school will be fully staffed for the 2024-2025 school year, the school's 403b plan will be updated, CCSD will continue to provide food services for our students and school, shared an update on the charter renewal including the powerpoint presentation that will be used at the CCSD Board Meeting, updates on middle school benchmark assessments, and a summary of monthly events that occurred since the last Board Meeting.

10. New Business

a. PCSASC Leadership Summit in Columbia - April 9 & 10 (\$750)

Mr. Kabel indicated that he intends to attend this year's PCSASC Leadership Summit. At this time, no Board Members have committed to attending.

11. Board Committee Reports

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

i. Trash Removal Contractor*

We have received three quotes for trash removal for our new campus next year.

Harry Walker made a motion to permit Mr. Kabel to enter into a contract with Trident with the amount not to exceed \$2,000. Ashleigh Parr seconded the motion. The motion passed unanimously.

ii. Moving contractor*

Quotes were varied for moving expenses to our new campus. Armstrong was the low bid (\$25,000). Harry Walker made a motion to permit Mr. Kabel to enter into a contract with

Armstrong with the amount not to exceed \$50,000. Ashleigh Parr seconded the motion. The motion passed unanimously.

iii. Custodial Contractor*

Ashleigh Parr made a motion to permit Mr. Kabel to enter into a contract with a custodial service provider not to exceed the amount of \$190,000. Shannon Blake seconded the motion. The motion passed unanimously.

iv. Pest Control contractor*

Ashleigh made a motion permitting the Building Committee to have the authority to make a final decision on the contract for the pest control contractor Harry Walker seconded the motion. The motion passed unanimously.

v. Insurance*

The school needs to have insurance in place when the Certificate of Occupancy is generated. Only one bid has been secured to date from the SC Insurance Revenue Fund. Ashleigh Parr made a motion to enter into a contract with either the SC Insurance Revenue Fund or a comparable provider not to exceed \$112,000. Shannon Blake seconded the motion. The motion passed unanimously.

vi. Updates - Harry Walker provided updates on the construction work on our new campus.

1. Internet
2. Casework
3. White Boards and tack boards
4. Car loop awnings
5. Playground/outdoor spaces
6. Fencing
7. Science tables/chairs
8. Bathrooms
9. Automatic lights
10. Building access door
11. Paving

b. Ethos Committee (Parr, Frost)

Nothing to report at this time.

c. Risk Management Oversight Committee (Oliver, Quick)

- i. **Insurances for new campus** (previously covered)

d. Budget Committee Oversight (Oliver, Walker)

- i. **Considerations for the FY 25 budget** - Preliminary work on the budget for next school year is underway. A first draft of the budget is scheduled to be presented to the Board at the April Board Meeting.

e. Board Governance Committee (Quick, Frost)

Nothing to report at this time.

12. Board Nomination Committee (Blake, Parr, Walker)

a. Candidate search for appointed positions

A search for candidates may be undertaken based on the results of the upcoming Board election.

b. Election timeline

- i. February 12th - Call for candidates
- ii. February 23rd - Filing period ends
- iii. February 26th - Candidate profiles posted
- iv. March 12th-14th - Voting takes place
- v. March 15th - Results certified and community notified
- vi. July 1st - Newly elected board Members seated and sworn in

Harry Walker made a motion to go into executive session at 5:49 p.m. Shannon Blake seconded the motion. The motion passed unanimously.

13. Executive Session

a. Receipt of legal advice

Harry Walker made a motion at 5:55 p.m. to leave the Executive Session. Neil Oliver seconded the motion. The motion passed unanimously.

There were no actions from Executive Session.

14. Adjourn

Having completed the agenda, Ashleigh Parr declared the meeting concluded at 5:56 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"