

Voyager, A Public Charter School  
Voyager Governing Board of Directors Meeting

Date: March 12, 2015 @ 5:45 p.m.

March Meeting Minutes

Date: March 12, 2015

Agenda - 5:47 p.m.

- I. Call to Order
  - a. Members present: George Moyer, Diane Anderson, Lisa Ota, Shirley Cheung, Jeff Vilardi, Meghan Bonnie, Phillip Hasha, Autumn Soda, Joni Tamayo-Wilson, Amy Fiandach
  - b. Members not present: Neal Harding
  - c. Motion to approve last meeting's minutes as amended:
    - i. Diane: call for vote
    - ii. Jeff: second
    - iii. Approved
  
- II. Stakeholders Reports
  - a. Parents
    - i. Autumn: Voyager Concert
      1. Voyager Concert on March 7 was a success with 2500+ attendees
        - a. Concert vendors and entertainment were professional, diverse
        - b. Big silent auction
      2. Jeff: 100% teacher attendance, 80% Governing Board attendance, high rate of Voyager support/office staff attendance
      3. Joni: Receipts are processing, but a conservative estimation of earnings is between \$18-20K
  - b. Teachers/Staff
    - i. Amy: ActivBoard demonstration
      1. ActivBoard has increased student engagement
      2. Currently, 1 ActivBoard per academy + Special Education (4 total)
        - a. A second ActivBoard will be added per academy in SY 2015-16
  - c. Principal
    - i. Jeff:
      1. Social Media
        - a. Parents have been running Voyager's Facebook and provided good publicity for Voyager Concert
      2. Special Education Position
        - a. Followed up with Commission regarding 3rd Special Education teacher's status (leave with pay):

- i. DOE standing firm and reiterates that she was never hired
    - ii. DOE approved a new teacher hire for that position
    - iii. DOE is supposedly paying her
      - 1. Although communicate that she is not an employee
  - b. Awaiting further directions- will look into for more information
- 3. Staffing
  - a. PE teacher resigned because of health and personal reasons
    - i. Multiple candidates were interviewed for PE position
    - ii. Awaiting background/fingerprint checks, new hire will start as early as 3/23/15
  - b. 3 teacher resignations for SY 2015-16
    - i. Mrs. Don (grades 4/5), Mrs. Sanchez (Spanish), and Mr. Kenyon (music)
    - ii. Jeff wants to hire internally
      - 1. Student Teachers
  - c. 2 additional staffing positions:
    - i. 2nd Interventionist (\$55K)
      - 1. 3-5 years experience as instructional coach or interventionist creating more than 1 year growth in a short time frame
      - 2. Effective behavior management skills
      - 3. Can identify students with special needs
    - ii. Art/Music Teacher (\$28-30K)
      - 1. Responsibilities: full-time specialist in classroom, lunchroom monitor, and Arts Integration Mentor to help teachers incorporate art into lessons
- 4. Enrollment
  - a. 274 students: Since 10/15/14 have lost 5 students
  - b. 256 students submitted intent to return
  - c. Expecting full capacity for SY 2015-16
    - i. 107 student applications received
    - ii. Ideal enrollment: 312 students
    - iii. Maximum enrollment: 320 students
- 5. Cash donations:
  - a. \$1600 for new picnic tables
    - i. \$800 received in 2 days
  - b. \$30K in donations this year
- 6. Professional Development
  - a. Arts Integration and Essential Elements of Instruction are focus for SY 2015-16
- 7. Budget

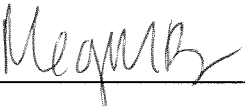
- a. Jeff and Lynn will work on budget next week during Spring Break
      - 8. Academy Organization for SY 2015-16
        - a. K-2 academy would like to separate combined grades 1/2 with 22 students in each class
          - i. K-2 academy will still participate in multi-age specials, unit study
          - ii. Teachers will loop with 1st grade classes to 2nd grade
- III. Finances
  - a. Joni:
    - i. \$12K above budget
      - 1. Lines that are less than anticipated:
        - a. Water (usage has improved)
        - b. Parking
        - c. Federal Impact Aid that was not budgeted
    - ii. Unaccounted income is being received
    - iii. Need to draft a policy to cover specific facilities based on needs
    - iv. Fund Balance
      - 1. Goal: 25% above budget
      - 2. Currently at 11%
    - v. Policies must be renewed to reflect the new Wilder rental space
- IV. Facilities:
  - a. Phillip:
    - i. Voyager Clean Up Day
      - 1. Saturday, March 28
      - 2. Expecting ~60 volunteers
    - ii. Needed replacements and repairs:
      - 1. Electrical boxes
      - 2. At least 4 HVAC units
      - 3. Miscellaneous roof repairs
      - 4. Will cost ~\$35K
        - a. Want about \$15K in budget to prepare for unexpected fees
      - 5. Can use surplus in June to replace 7 toilets on first floor and blacktop
    - iii. Replace asphalt on blacktop
      - 1. Quotes received: \$18K and \$9K
      - 2. Ideally want ~\$15K
        - a. Project is labor intensive; all materials must be wheelbarrowed in
- V. Governance:
  - a. Autumn:
    - i. Board Recruitment
      - 1. 2 confirmed spaces: Lisa and George are leaving
      - 2. Board can only have 2 parents and 2 teachers

- VI. Site Council:
  - a. Jeff
    - i. Plus/Delta on collected data regarding budget priorities
      - 1. Many priorities were aligned with teacher and family feedback
      - 2. First stage of process finished
        - a. Next step: Review with faculty on Plus/Delta Day and brainstorm solutions
  
- VII. Old Business
  - a. Jeff changed the effective date on policies
    - i. Last paragraph of Complaint Policy: Paragraph 5
  - b. George:
    - i. Look at the policies before the April meeting for informative collaboration and discussion
  - c. Jeff and George met with 3 members of the Voyager Foundation
    - i. Foundation's nonprofit status is OK
      - 1. Still have IRS liability concerning GET amount
  
- VIII. New Business
  - a. Jeff:
    - i. Employment Agreement
  
- IX. Executive Session

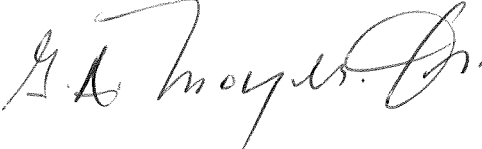
Adjourned 8:15 p.m.

Next meeting is April 9, 5:45 p.m. at Voyager, Room 206.

Respectfully Submitted by:

  
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Meghan Bonnie, Secretary

  
George Moyer, Chair