



## **Managing Director's Board Report September 22, 2022**

### **Finance**

The finance committee met on September 14, 2022 to review the August monthly financials for 22- 23. The review included year to date revenue analysis, updated per pupil allotment data, federal grant funding updates, expense review, and revised EOY projections. The August financial report is in the board drive for your review. At this time, the EOY surplus projection is **\$547,231.48**

### **Staff Compensation**

Last year the Board approved a change to the staff compensation to ensure that Voyager was competitive with area district schools. The staff 22-23 contracts were developed based on the added one year of increase in experience utilizing last year's salary scale since the state budget was not yet approved. Staff degree and experience credentials are based on what was in the state licensure system as of March 1, 2022. Any staff member that adds new credentials or other outside experience to their license must have it updated and added to their license by March 1 each year in order to have the updated information utilized for their subsequent annual contract.

The finance committee recommendation was to review staff salary again after the state budget was approved to develop any adjustments to 22-23 salaries. The state and area district schools have already updated their salary scales and made salary adjustments retroactively to July 2022. An updated wage proposal was developed and shared with the finance committee recommending staff increases based on a staff member's experience and degree credential on their 22-23 contract with any applicable adjustments and salary increases from the state budget increase in allotment. Summarized below are the net salary and benefit impacts of the wage proposal recommendation for 22-23. If the board approves the recommended salary increase proposed, the anticipated future surplus based on August projections would be \$228,112.51.

<b>Voyager Salary Increase Proposal</b>	
FY23 Additional Salary Cost	\$258,124.96
FY23 Additional Benefit Cost	\$60,994.01
FY23 Average Salary % Increase	3.76%
Increase for Staff Over the Scale	\$0.00
<i>Total Additional Cost to FY23 Budget</i>	\$319,118.97
Surplus Available if Sustain Current Budget	\$547,231.48
Future Surplus if New Salaries Approved	\$228,112.51

***Board Approval is requested to approve the proposed Voyager Salary increase for the 2022-2023 school year retroactively to the start of their payroll cycle. (12-month employees are paid July – June, 10- and 11-month employees are paid August through July)***

## **Technology**

Last year the board approved a \$160,000 spending budget for technology needs utilizing COVID grant funding. Summarized below is a list of the equipment purchased to date and the balance of the approved funding. To date we have spent \$148,566.45 of the \$160,000 approved. The balance remaining under that approval is \$11,433.55. Plans are underway to purchase additional interactive boards and iPads for the Middle School and Elementary School.

<b>Item</b>	<b>Date</b>	<b>Cost</b>
66 MS Chromebooks	2/4/22	\$33,275.55
46 ES Teacher HP Computers	2/5/22	\$41,142.40
12 Ipad minis for EC	3/9/22	\$6,499.45
EC - 35 headsets	3/15/22	\$509.17
IPad cases EC	3/25/22	\$214.88
Interactive Boards 15	7/11/22	\$39,515
10 Interactive Boards MS	8/26/22	\$27,410
<b>Total</b>		<b>\$148,566.45</b>

<b>Budget Approved by Board 12/2021</b>		\$160,000.00
<b>Remaining Balance</b>		<b>\$11,433.55</b>

The Elementary and Middle School would like to expand the implementation of the new interactive boards throughout the school so that all teachers have access to the latest technology to engage students in lessons and instruction. Administration is recommending utilizing the balance of the previously approved PRC 171 grant and funds raised from the 2021 and 2022 Step It Up Fundraisers to purchase the following technology to support instructional needs.

**Elementary School**

14 Newline Interactive Boards for classrooms - 75"  
 1 Newline 55" Interactive Board  
 55 Ipads

**Middle School**

15 Newline Interactive Boards for Classrooms - 75"  
 5 Ipads  
 3 cameras for yearbook  
 3 document cameras

**Step It Up Fundraiser**

21-22 Rollover Balance - \$52,726.33  
 22-23 Funds raised as of 9/15/22 - \$53,000  
**Step It Up Fundraiser Total - \$105,726.33**

**Remainder of PRC 171 Approved for Technology - \$11,433.55**  
**Total - \$ 117,159.88**

A special thank you to all families that supported the Step It Up Fundraiser to support the improvement of technology and instructional supplies on campus.

***Board Approval is requested to approve the proposed technology purchases using PRC 171 and funds raised from the Step It Up Fundraiser to support the technology and instructional needs of the school.***

**Enrollment - ADM**

School funding is directly tied to our average daily membership (ADM) during the first 20 days of school. The 22-23 budget was based on a projected enrollment of 1,350 students. Although we had confirmation from all families about their return we only had 1,342 students attend school on the first day and we anticipated 1,367. We had a high number of withdrawals during the first two days of school from families that failed to report that their plans for attending had changed which was similar to last year as well. We are fortunate to have a robust

waitlist and have been able to fill open seats. We have exceeded our targeted ADM of 1,350 for the 20-day period and have a 1,359 ADM as reported on our first PMR report to the state.

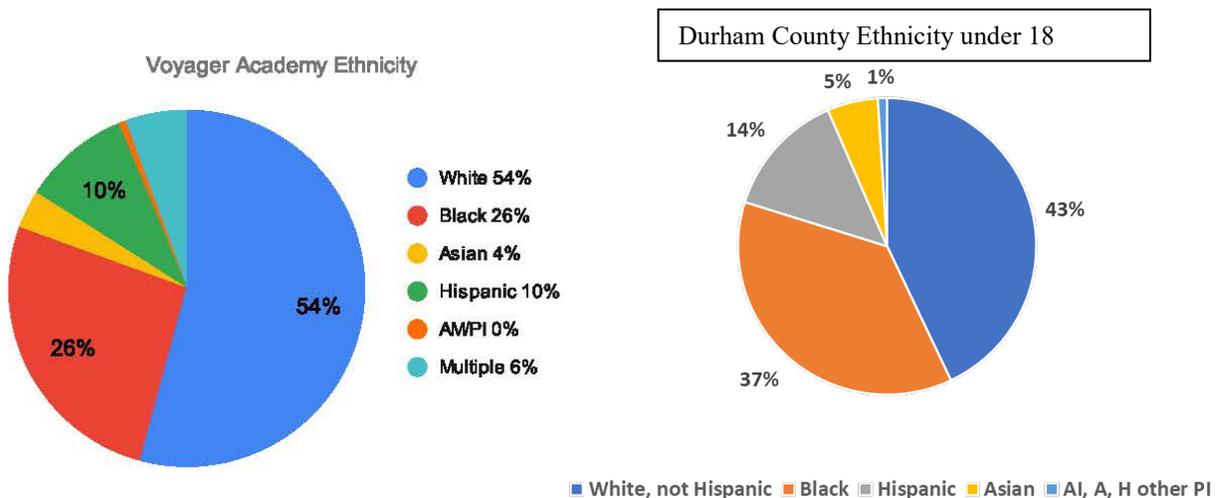
Summarized below is the enrollment by grade level:

Grade	# Students	Grade	# of Students
K	102	7	105
1	104	8	104
2	106	9	114
3	103	10	103
4	105	11	106
5	106	12	95
6	106		

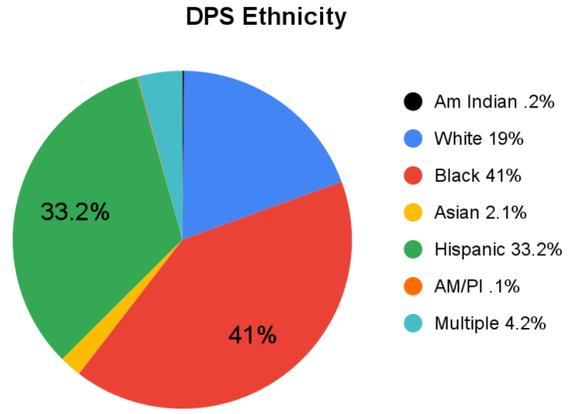
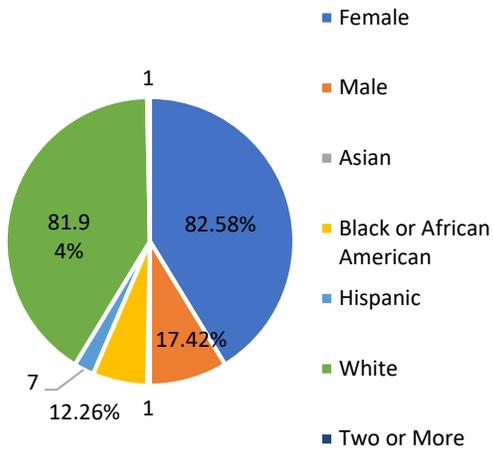
## Demographics

Student demographic data for 22-23 is detailed in the charts below. The demographic ethnicity composition of Voyager remains similar to the 21-22 school year. Families that qualify as economically disadvantaged increased from 18.9% last year to 24.1 % for the 22-23 school year. Voyager also has 2 students that qualify as homeless under McKinney Vento.

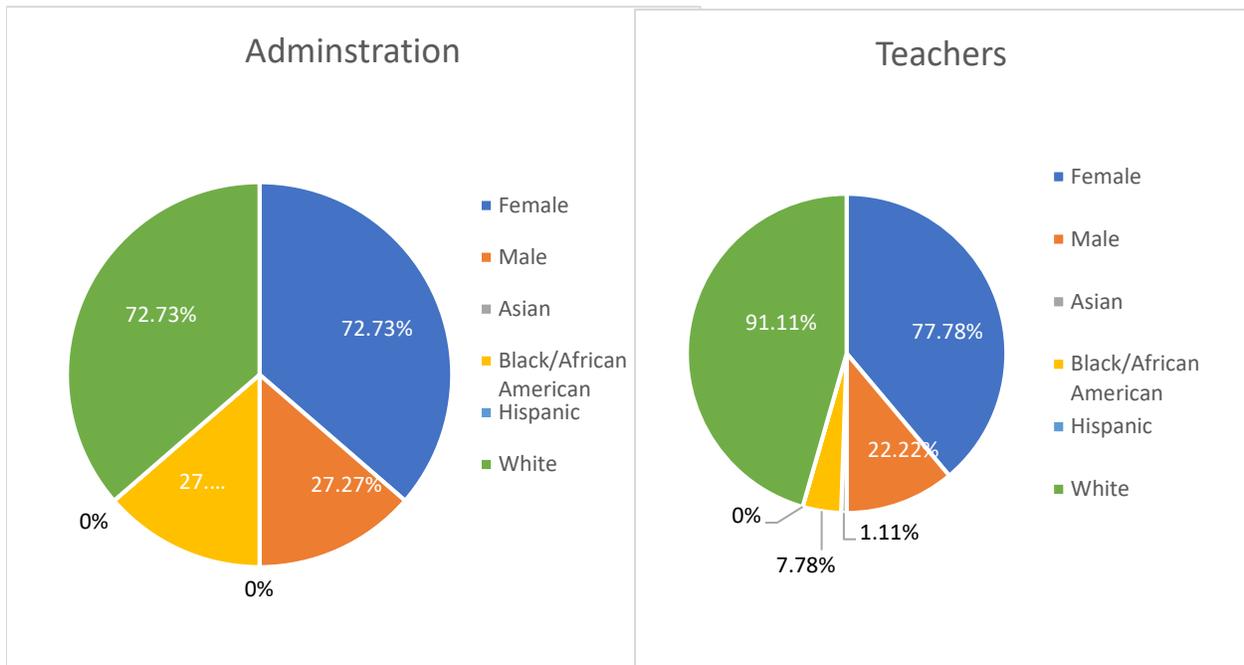
Summarized in the pie charts below is the demographic breakdown of ethnicity in our 22-23 student population compared to Durham Public Schools, and Durham County under 18 census data. As you can see from the data shown below Voyager has a significantly lower representation of Hispanic and Black students than DPS but is closer in alignment to the demographic profile of Durham County. Also included are the staff demographics for 22-23.

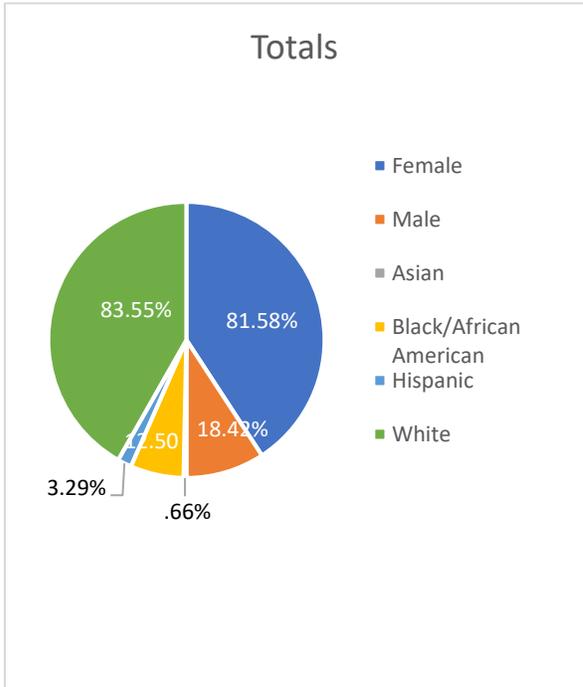
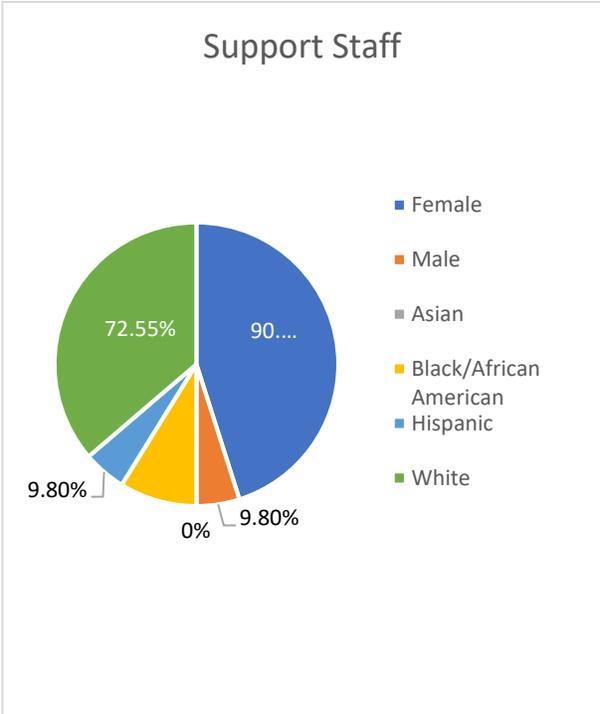


## Voyager Academy Staff 22/23



The Board was also interested in seeing a further breakdown highlighting the difference between staff and support personnel. The charts below highlight the demographics of each category of employees.





**Personnel**

We have hired Emerge Consulting to support us with our technology needs and school opening during the transition to finding a new Director of Technology. Interviews are underway to fill the open position; however, finding a qualified candidate has been challenging due to salary requirements as well as our lack of other technology staff support. Qualified candidates do not want to take on the role for both the network and equipment maintenance for a school our size without additional staff support. We have also seen that the Technology position has had a high turnover rate due to outside technology opportunities and lack of additional personnel resources.

We have seen the technology needs at Voyager continue to grow over the years as the school adds more devices, interactive technology equipment for the classrooms, online learning platforms, and online state testing needs. Our network switches and facilities are also in need of significant upgrades and improvements to maintain our networks. The technology needs were discussed with the Finance Committee and the Personnel Committee at their last monthly meetings. Emerge Consulting has the resources to provide network oversight and support 24/7 as well as provide an onsite technician for 1 day per week at the cost of \$3,300 per month. A contract would not be required and services could be discontinued or reduced at any time.

The expertise at Emerge is focused on supporting the unique needs of charter schools. The listing of the services they provide is included in the board drive for your review and consideration. Emerge has the expertise to support us with state required reporting as well as the E Rate funding process which would allow Voyager to apply for grant funding to upgrade and replace our switches and improve our network which is overdue for an upgrade and replacement.

***Board Approval is requested to approve the ongoing partnership with Emerge Consulting to support our network and technology needs.***

***Board Approval is requested to approve the following new staff for the 2022-2023 school year.***

- Amy Dillon – Library Assistant

**Open Positions:**

- Director of Technology – Interviews continuing
- Operations Manager – Collecting Resumes
- Before and After Care – Interviews continuing

**Board of Directors Day – scheduled for November 3, 2022 (8:30-10:30)**

The Board of Directors is invited to an on-campus visitation day on November 3, 2022 to tour classes and meet with staff to learn more about instructional goals, strategies, and progress so far this year.

**Academics and Programs**

**School Performance Grade (SPG) and Growth**

- **Voyager Exceeded Growth in 21-22 and earned a B rating**

I am pleased to share our academic accountability results from the 2021-2022 school year that the state recently released for review. Voyager Academy earned a B rating and exceeded growth for the 2021-2022 school year. We are very proud of the hard work of our students and staff for their academic accomplishments last year. The 2021 -2022 accountability data including the School Performance Grade (SPG) and growth calculation is the first full report released by the state since the 2018 – 2019 school year due to the disruptions from the COVID-19 pandemic.

The School Performance Grades are calculated for all schools as required by the North Carolina Every Student Succeeds Act State Plan and North Carolina General Statute. School Performance Grades are assigned using a weighted model of 80% achievement and 20% growth. Schools are also provided a letter grade using the same methodology. These results demonstrate the resilience of our students and commitment from our staff to ensure all students are learning and growing even when faced with pandemic challenges.

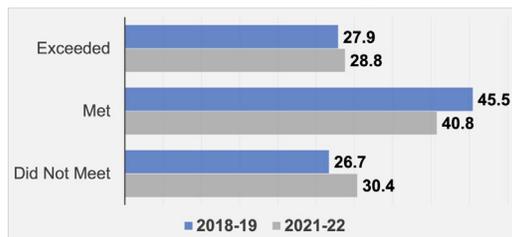
Voyager Academy is among the top of all schools in the state as well as among the top for all charter schools.

- Voyager’s B SPG rating is among the top 22.8% of all A and B rated schools in the state and top 27.3% of all charter schools
- Voyager’s Exceeded growth rating is among the top 28.8% of schools in the state and top 19% of charter schools in the state

Our team will be analyzing the detailed data reports by grade level, course, and subgroup so that we can focus on areas for continued growth and improvement. Highlights will be shared at the next board meeting. The state will release the state report cards after all data is verified and finalized. It is anticipated that the data will be reviewed and approved at the October State Board of Education meeting.

Statewide charts showing school performance grade and growth distribution across the state are shown below.

### School Accountability Growth



	2018-19	2021-22
Exceeded	703	736
Met	1,147	1,043
Did Not Meet	673	778

### School Performance Grades

Grade	2018-19 Number of Schools	2018-19 Percentage of Schools	2021-22 Number of Schools	2021-22 Percentage of Schools
A	203	8.0	145	5.6
B	744	29.3	446	17.2
C	1,042	41.0	907	35.0
D	463	18.2	833	32.1
F	91	3.6	264	10.2
Total	2,543		2,595	

### Student Recognition

Congratulations to the following students who have been elected to the Executive Board of the MS Student Council:

- President - Cindy Combs
- Vice President - Jude McDonald
- Secretary - Shreya Pani
- Treasurer - Ena Scott-Benson
- Press and Public Relations - Dakota Peaks and Taylor Cuthriell
- Community Relations - Kyle Jara

We will also have a room representation who will work with the officers and report information to their class.

National Junior Honor Society candidates were inducted on 9/13/22. It was great to have parents in the building celebrating with their 8th grader.

Congratulations to the NJHS inductees - Caroline, Luke, Jake, Joel, Huda, Sophia, Cindy, Taylor, Brenadine, Adriana, Ava, Jackson, McKinley, Joe, Erich, Samantha, James, Anna, Evelyn, Caitlin, Anders, Zoe, Meno, Osric, Mehek, Charis, Eseosa, Whitney, Bridgett - Great job!!!!!!!

Voyager Middle School cheerleaders performed at the Duke football game on Sept. 17<sup>th</sup>.

## **Professional Development and Curriculum**

- PBL training for both Initial and Advanced groups was completed on August 29, 2022 and September 12, 2022
- Our next training for staff for PBL is scheduled for October 17, 2022
- Voyager has a new K-12 PBL Coaching team that will complete their first training on September 26, 2022
- LETRS Training to begin this month for 4 of our K-3 teachers

## **Assessment and Testing Update**

Biology NCCI	9/20, 9/27
English 2 NCCI	9/27
3rd grade Math NCCI	10/24
4th-8th ELA/Math/Sci	10/24-26

## **[Voyager Academy Testing Calendar 2022-2023](#)**

## **Operations**

### **Athletics**

The high school gym had all light bulbs replaced with LED bulbs to provide for a safer and brighter facility. Livestream cameras are still being worked on by our IT consulting group. We hope to have all camera locations up and running prior to the end of the month. Our new 2018 Soccer State Champions sign was installed on the field on Friday, 9/16. Busses for our away athletic events have been a success.

On Friday, September 30th the athletic department will announce a high school and middle school male and female athlete of the month for the month of September. Announcement will be made on our athletic website, newsletter, and social media accounts.

### **New uniforms have been ordered**

middle school girls tennis (tops only - per request)  
middle school boys basketball (home and away)  
JV boys basketball (home and away)

### **New Coach Hires:**

Darryl Patterson (VA teacher): Middle school boys basketball  
Wayne Holder: Middle school baseball

## **Exceptional Children (EC)**

Voyager Academy currently serves 220 students in the EC department which represents 16% of the student population. Elementary EC teachers have been trained in Hill Reading Methodology for especially designed instruction. Art therapy is beginning this year with a goal of a community exhibit of artwork. The high school has also had an increase in the number of students in the Occupational Course of Study program to gain a diploma through course work, a portfolio and documented volunteer, community and paid work hours.

### **National School Lunch -**

- Application for 2022-23 School Year Approved
- After School Snack Recommendation Achieved
- K & W Caterer Extension for 2022-23 School Year

### **Students Eligible for Free/Reduced – 24.1 % (22.8% qualified in August)**

- Free - 328
  - By Application- 76
  - By Direct Certification - 252
- Reduced - 75
  - By Application- 70
  - By Direct Certification - 5
- Lunch Program Month of September
  - Meals Ordered 9/1-9/30- **1143 Meals** (as of 9/15)
  - Meals Sold by Status (August) -**940 Meals**
    - Student Free Meals- 445
    - Student Reduced Meals -79
    - Student Paid Meals - 416
    - Staff Meals – 0

### **Before and After Care, Enrichments and Summer Camp**

- 22-23 Enrollment - 284
  - Before Care - 94
    - ES - 30
    - MS - 57
    - HS - 7
  - After Care - 190 Enrolled
    - ES - 118
    - MS - 72
- **Enrichments**
  - Session -Sept. 12th - Dec. 16th
  - 10 Active Enrichment Classes
  - 127 Participants

## **Facilities Updates**

Students in grades K-8 are enjoying the new and improved playground equipment installed at the elementary and middle school campuses. Additional campus improvements approved by the Foundation Board are also in the planning stages. Awnings will be installed in the front of the elementary school and the rear of the middle school to provide for sun and rain protection during carline and for outdoor eating and activities. The Foundation Board also approved the purchase of new bleachers for the Middle School gym, a gator vehicle for maintenance of the turf field and to support facilities, and new locks for the Middle School classroom doors to ensure safety.

## **COVID UPDATE**

Durham County community transmission has been downgraded from high to medium. The school nurse has started the surveillance testing for families interested in participating in the program.

## **Updates from School Principals** **Strategic Goal 1: Increase Academic Achievement**

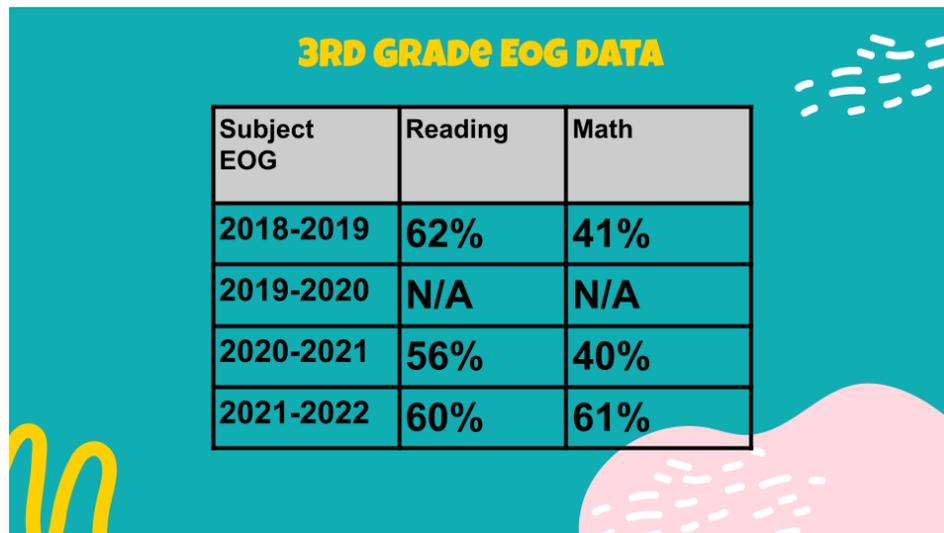
### **Elementary School Update – Tony Manning**

Voyager Academy Elementary has had a tremendous start to the 2022-2023 school year. As we plan for a fantastic year of learning, we are thrilled to provide the following data to indicate how we hope to increase academic achievement in grades K-3.

- VAES will continue to utilize our two new curriculums this school year. Bridges was purchased for math instruction and CKLA was purchased for language arts instruction. Bridges will provide our students with a solid mathematical foundation focused on problem solving. CKLA will provide our students a standardized process of teaching reading, vocabulary, language skills, writing and vocabulary. CKLA is based upon a phonics approach and will help us foster the ideas developed through the Science of Reading.
  
- The K-3 staff is using the Zones of Regulation Strategies to create a strong classroom climate for learning. This process prepares students to self-regulate themselves as they seek to stay in their classrooms to learn as much as possible.
  - Half of the staff was formally trained in Zones during the spring of 2022.
  - The remaining staff members will be trained in Zones during the fall and winter of 2022.

- Natalie Mason has been contracted to provide in-house workshops and make and take sessions with all classroom teachers.
  - Each classroom has created a calming station within their classroom.
- Assessments are used throughout the year to help us monitor student progress.
    - BOG's and EOG's are given to 3rd graders. The BOG was given on August 15, 2022.
    - mClass reading assessments are given to all students in grades K-3. This is done three times per year. The first mclass assessment began the week of August 22, 2022 and ended Sept. 12, 2022.
    - Bridges math curriculum provides a pre and post assessment for each unit. We will utilize these assessments to monitor student growth. These assessments will also help drive our instruction.
  - Voyager Academy has hired a full-time reading interventionist to work with students and teachers. The specialists will provide on-going support for classroom teachers as they monitor students and as they create individual student success plans. The specialist will work with small groups of students to help increase reading fluency and comprehension. Last year the Reading Specialist worked with students in grades K-2. This year she will be working with students in grades K-3.
  - VAES has partnered with UNC to obtain 2 interns that will be working with small groups of students as we seek to improve academic performance. The interns will begin in the spring semester.
  - VAES will be encouraging innovation throughout the year with our PBL projects, our morning meeting activities, through electives and special events. Some of the special events we plan to utilize this year include:
    - Reading with Grandparents and Special Friends Event (Sept.9 and Sept. 12)
    - Family Walking Challenge (October)
    - Jump Rope For The Heart (February)
    - K-3 Art Extravaganza (February)
    - K-3 Science Week and Egg Drop Event (March)
    - 2-3 Before School Chorus (began in August)
    - Elementary students will be partnering with middle school to host a fall musical presentation.
    - Field Day (May)
    - Chick-Fil-A Monthly Reading Challenge
    - Visiting Authors will highlight the importance of reading and writing
    - We will have 2 Theater productions brought to the school throughout the year.
  - VAES uses the current report card to help monitor student performance and to communicate goals and objectives to parents. The report card will help us better track student performance and ensure the required grade level standards are being met. A sample of the report card is attached here:
    - [Copy of Standards Page of Report Card](#)
    - [Report Card](#)
  - VAES has created a teacher buddy system for all new staff members to ensure the new staff members have the support they need in order to be successful.

- Monthly staff meetings will be held to review academic and school goals.
- Teacher Assistants have been hired to work with classroom teachers for the 2022-2023 school year. These staff members are instructional assistants.
  - Kindergarten: 5 TA's
  - First Grade: 2 TA's
  - Second Grade: 2 TA's
  - Third Grade: 2 TA's
- Each classroom is equipped with a smartboard, digital camera and a teacher laptop. 3rd grade classes are using a 1 to 1 technology model. K-2 classrooms have 6 devices per class to use to enhance technology instruction.
- Curriculum Nights were hosted each fall to help create a partnership between parents and teachers as we master grade level objectives.
  - August 31 (K-1)
  - September 1 (2-3)
- Listed below is the end of year testing data for the 2021-2022 school year.
  - [\(2022-2023\) K-3 Grade Reading Data](#)
  - [EOY K-2 Title 1 Progress Data 2022](#)
  -



**3RD GRADE EOG DATA**

Subject EOG	Reading	Math
2018-2019	62%	41%
2019-2020	N/A	N/A
2020-2021	56%	40%
2021-2022	60%	61%

## Middle School Update – Gwen Johnson

We are off to a great start with students working hard and teachers creating terrific lessons. There are a variety of teaching strategies taking place from hands- on science experiments, to writing stories, to completing PBL projects, to math , etc. Our teachers continue to teach the standards required by the Department of Public Instruction/State and put their own twist on their teaching to continue to engage students in the learning process. Parent conferences will be held on Friday, Sept. 23.

Mrs. Machado, our Spanish teacher, is sharing much Hispanic Heritage Culture with our students. The students worked on decorations and wrote speeches to share during morning

announcements regarding the history. Each day 2 students are reading their speeches - one student is reading in Spanish followed by another student reading the speech in English.

### **Academic Process of Notifying Parents and Students of missing work and low**

**grades** - Teachers will notify parents and students when the student has a low grade or the student has missing assignments. MTSS time will be used to meet with students as needed. Mrs. Johnson will monitor students and follow up with conversation of what's going on, why are you completing your assignments and how can we help? For parents, teachers will complete a google form (created by Dr. Nolan) to inform parents of low to failing grades. Tutoring by the National Honor Society will also be shared with MS parents.

Core Connection Teachers are in the process of creating a spreadsheet for the school year (for all four quarters) that will provide Project Title, Driving Question, How is the project tied to the curriculum, Date, time, type and space of culminating project, and Supplies needed.

NC Science, Reading and Math Check Ins will be the week of Oct 24. Mrs. Howell, testing coordinator, will meet with teachers prior to the week of testing to review testing protocol.

## **High School Update – Chuck Nolan**

### **Academic Reflection Process: Early Alerts For Students At Risk In Class (done in Advisory)**

- During regularly scheduled dates, Advisors meet individually with students who are identified as at risk of failing one or more classes.
- Advisor and student discuss what's happening in class, what the student can do to bring the grade up, and what the student needs.
- This is done via google form such that the parent is immediately informed of the grade and the outcome of the discussion, as well as resources available for the student (e.g. tutoring with the teacher, free peer tutoring from National Honor Society)
- This is in addition to an alert that is sent out by the classroom teacher twice per semester (

### **Biology Check-ins**

- To better prepare Biology students for the end-of-course examination (EOC), VAHS will administer [NC Biology Check-Ins](#).
- These are diagnostic tests directly tied to the EOC, to check for understanding by NC Standard. Results help guide instruction and preparation.
- The first Check-In took place September 20.

### **VAHS Approved As Chapter Of The National Chinese Honor Society**

- Voyager Academy High School's application to be a chapter of the [National Chinese Honor Society](#) has been approved.
- As a part of [Chinese Language Association of Secondary-Elementary Schools](#) (CLASS), the [National Chinese Honor Society](#) (NCHS) is a scholastic organization that promotes and recognizes students who demonstrate citizenship, leadership, and community service. The teacher/sponsor of the VAHS National Chinese Honor Society is teacher, Dennis Baker.

- In addition to the NCHS, Voyager Academy High School has chapters of the National Honor Society and of the [Spanish National Honor Society](#).

ACT Score Results

<b>Year</b>	<b>Ave. Composite Score</b>
2021-22	22
2020-21	19