



CIRRUS EDUCATION GROUP, INC.
GOVERNANCE BOARD OF TRUSTEES MEETING
Minutes

www.cirrusacademy.org

November 14, 2023
6:00 PM

<https://us06web.zoom.us/j/84337224596>

Or

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Webinar ID: 843 3722 4596

1. Call to Order

Board Chair Kelly called the meeting to order at approximately 6:30 PM.

1.1. Attendance

Board Members Present: Shirlynn Kelly, Latrell Taylor, Tosin Olagunju, and Nathan Lewis were present via Zoom. Also present were approximately 16 members of the public, staff, and stakeholders.

1.2. Approval of Agenda

Board Member Olagunju made a motion to amend the agenda to move the community comment period to the beginning of the meeting, to be followed by our action items, including the addition of an action item to consider a professional services contract, before the matters of discussion, and Board Member Lewis seconded the motion. The motion was approved at approximately 6:31 by a unanimous vote of all present.

1.3. Approval of [Board Meeting Minutes from the October 10, 2023](#), meeting.

Board Member Lewis made a motion to approve the minutes of the October 10 meeting and Board Member Olagunju seconded the motion. The motion was approved at approximately 6:32 by a unanimous vote of all present.

1.4. Approval of [Board Meeting Minutes from the October 12, 2023](#), meeting.

Board Member Lewis made a motion to approve the minutes of the October 12 meeting and Board Member Olagunju seconded the motion. The motion was approved at approximately 6:32 by a unanimous vote of all present.

1.5. Approval of [Board Meeting Minutes from the October 26, 2023](#), meeting.

Board Member Lewis made a motion to approve the minutes of the October 26 meeting and Board Member Olagunju seconded the motion. The motion was approved at approximately 6:33 by a unanimous vote of all present.

2. Community Comment

- 2.1. The Governing Board will reserve no more than 30 minutes to listen to public comment. Individuals who want to speak during Community Comment must register in advance as described below. Individuals speaking during Community Comment will be limited to 3 minutes each.

The Governing Board did not have any registered Community Comment, and no attendees desired to speak.

3. Action Item(s)

3.1. Accept the FY23 Financial Audit and 990

Following a brief presentation and summary by CFO Arleen Samuels, Vice Chair Taylor made a motion to accept the FY23 Audit and 990, which was seconded by Board Member Lewis. The motion was approved at approximately 6:37 by a unanimous vote of all present. Cirrus will schedule a meeting with the preparer of the 990 to discuss additional details.

3.2. Adopt the Following Revised Policies: Responsibilities of the Governing Board, Policy Development, Committee Policy

Following a brief presentation and summary by Governing Board Liaison Gregg Stevens, Board Member Lewis made a motion to adopt the revised Responsibilities of the Governing Board, Policy Development, and Committee Policy, which was seconded by Vice Chair Taylor. The motion was approved at approximately 6:39 by a unanimous vote of all present.

3.3. Ratify Committee Membership by adopting the FY24 Cirrus Board Committee Resolution

Following a brief presentation and summary by Board Chair Kelly, Board Member Lewis made a motion to adopt the FY24 Cirrus Board Committee Resolution, which was seconded by Board Member Olagunju. The motion was approved at approximately 6:41 by a unanimous vote of all present.

3.4. Accept the Proposal from Chisley Consulting Group dated November 3, 2023

Following a brief presentation and summary by Governing Board Liaison Gregg Stevens, Board Member Lewis made a motion to authorize the Board Chair to execute a contract, subject to Attorney Review and a termination date, to accept the proposal from Chisley Consulting Group dated November 3, 2023, which was seconded by Vice Chair Taylor. The motion was approved at approximately 6:52 by a unanimous vote of all present.

4. Matters of Discussion

4.1. SCSC Corrective Action Update

Mr. Stevens provided a brief update on Cirrus' Corrective Action progress. Mr. Stevens stated that Cirrus submitted the Corrective Action Plan on October 27 and began implementing its corrective action steps immediately. Mr. Stevens reported that the SCSC provided feedback and is requiring additional information regarding the governing board's professional development plan prior to approving the corrective action plan. Mr. Stevens committed to providing the governing board with additional information and recommendations for its approval to meet SCSC expectations.

4.2. Charter Renewal Update

Mr. Stevens reported that the SCSC Renewal Application was released and that Dr. Fowler will speak to Cirrus' staff actions in the CEO report.

4.3. Committee Reports

4.3.1. Academic Committee Report

Academic Committee Chair Olagunju reported that the Academic Committee is closely examining the school's 2022-23 GMAS performance and is beginning to gather extensive teaching and learning data, as well as formative assessment data and classroom data to more closely monitor the academic program and student achievement.

4.3.2. Finance Committee Report

Finance Committee Chair Lewis reported that the Finance Committee examined the school's September and October financial reports, reviewed the FY23 Financial Audit, and discussed developing a more detailed timeline, calendar, and reports for its budget and policy reviews.

4.3.3. Personnel Committee Report

Personnel Committee Chair Taylor reported that the Personnel Committee is establishing its timeline and process for revising the school's organizational structure and employment policies and will review current job descriptions, service contracts, and the school's grievance policy in December.

4.3.4. Operations Committee Report

Operations Committee Chair Kelly reported that the Operations Committee met to review the school and board's progress in completing its corrective action steps, the practices the school is using to meet its current deadlines and obligations, and its process for reviewing policies prior to board review.

4.4. CEO Report

Dr. Fowler presented an enrollment update, information about key school events and staff accomplishments, and updates regarding the staff's efforts to prepare for SCSC Renewal.

4.5. CFO Report

CFO Arleen Samuels presented the school's September and October financial reports.

4.6. Policy Review Calendar

Mr. Stevens presented the policy review calendar to provide notice of policies that will be reviewed by the board and its committees in December. Mr. Stevens also noted that he will provide a revised calendar with additional details.

5. Executive Session

5.1. The Governing Board will enter into executive session pursuant to O.C.G.A. § 50-14-3(b)(2) for the purpose of discussing the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee; **AND** for discussions to enter into an option to purchase, dispose of, or lease real estate.

At approximately 7:32 PM, Chair Kelly called for a motion to enter into executive session as authorized by O.C.G.A. § 50-14-3(b)(2) to discuss personnel and as authorized by § 50-14-3(b)(1)(E) to discuss an option to purchase real estate. Vice Chair Taylor made a motion to go into executive session to discuss personnel and real estate, and Board Member Lewis seconded the motion. The motion was approved by a unanimous vote of all present.

At approximately 8:20 PM, Chair Kelly called for a motion to exit executive session. Board Member Lewis made a motion to exit executive session, and Vice Chair Taylor seconded the motion. The motion was approved by a unanimous vote of all present.

6. Adjournment

6.1. Adjournment

At approximately 8:20 PM, Chair Kelly adjourned the meeting.

Community Comment Registration

1. The Governing Board will include Community Comment on the agenda for each regularly scheduled Governing Board Meeting, and the Governing Board may choose to hold Community Comment during called meetings.
2. The Governing Board will devote no more than 30 minutes of each meeting to Community Comment, and individuals are limited to 3 minutes of speaking time.
3. The Governing Board will maintain decorum during its meetings by requiring individuals to sign-up for public comment periods (Community Comment) in advance of speaking at the meeting.
4. Individuals who wish to speak during Community Comment must register by no later than 5:00 PM the day before any board meeting with Community Comment.
5. Individuals may register in advance by sending an email to public.comment@ceginc.org, with the name and email address of the individual who will speak during Community Comment.
6. Only individuals registering in advance of the meeting will be afforded the opportunity to speak during Community Comment, unless granted an exception by the Board Chair at the Meeting.