



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

www.cirrusacademy.org

February 27, 2024
6:00 PM

<https://zoom.us/j/97828103999>

Or

+1 305 224 1968
Meeting ID: 978 2810 3999

1. Call to Order

Board Chair Kelly called the meeting to order at approximately 6:53 pm.

1.1. Attendance

Board Members Present: Shirlynn Kelly, Nathan Lewis, Tosin Olagunju. Lisa Golphin, and Rhonda Finley were present. Vice Chair Latrell Taylor arrived at approximately 7:25 pm. Dr. Fowler, Cirrus Academy Charter School staff, Dr. Morcease Beasley, Ms. Porsche Chisley, Mr. Gregg Stevens, Mr. Terence Washington, and members of the public were also present.

1.2. Approval of Agenda

Board Member Olagunju made a motion to approve the agenda and Board Member Finley seconded the motion. The motion was approved by a unanimous vote of those present at approximately 6:54 pm.

1.3. Approval of [Board Meeting Minutes from the January 9, 2024, meeting.](#)

Board Member Finley made a motion to approve the Board Meeting Minutes from the January 9, 2024, meeting and Board Member Golphin seconded the motion. The motion was approved by a unanimous vote of those present at approximately 6:55 pm.

1.4. Approval of [Board Meeting Minutes from the Called February 3, 2024, meeting.](#)

Board Member Olagunju made a motion to approve the Board Meeting Minutes from the February 3, 2024, meeting and Board Member Finley seconded the motion. The motion was approved by a unanimous vote of those present at approximately 6:55 pm.

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. Resolution for Committee Membership

Chair Kelly introduced recommendations for Board Member Committee Membership. After some discussion and hearing the requests from new members, Board Member Olagunju made a motion to make the following assignments to Board Committees for the remainder of the current fiscal year:

	Academic Committee	Finance Committee	Personnel Committee	Operations Committee
Chairperson	Tosin Olagunju	Nathan Lewis	Latrell Taylor	Shirlynn Kelly
Members	Shirlynn Kelly Latrell Taylor Lisa Golphin Rhonda Finley	Lisa Golphin Tosin Olagunju Shirlynn Kelly	Rhonda Finley Shirlynn Kelly Lisa Golphin	Rhonda Finley Latrell Taylor

Board Member Golphin provided a second. The motion was approved unanimously by those present at approximately 6:59 pm. Therefore; be it resolved: [2023-2024 Governing Board Committee Resolution](#).

3.2. [Facility Grant Approval](#)

Chair Kelly then introduced the recommendation to approve the FY24 Charter School Facility Grant and Agreement. The grant will be used to repair and renovate the facility, including urgent repairs to the roof. Board Member Finley made a motion to approve the FY24 Facility Grant and Board Member Golphin provided a second. The motion was approved by a unanimous vote of those present at approximately 7:01 pm.

3.3. [Policies for Adoption](#)

3.3.1. (Summary Document): [Employee Conflict of Interest Policy](#), [Inventory Control Policy](#), [Mandatory Reporting Policy](#), [McKinney-Vento Program Manual](#)

Next, Chair Kelly discussed the recent SCSC Monitoring results and noted that the policy revisions are recommended for approval to address findings and potential adverse practices identified by the SCSC. Chair Kelly noted that Dr. Fowler and the administrative team worked diligently with the Board and Mr. Stevens to identify appropriate corrective action. At approximately 7:03 pm, Board Member Finley made a motion to approve the recommended revisions and adopted the proposed Employee Conflict of Interest Policy, Inventory Control Policy, Mandatory Reporting Policy, and language for the McKinney-Vento Program Manual, and Board Member Olagunju made a second. The motion was approved by a unanimous vote of those present.

4. Matters of Discussion

4.1. Committee Reports

4.1.1. Academic Committee Report

Board Chair Kelly provided the Academic Committee report on behalf of Committee Chair Olagunju. Chair Kelly noted that during the Academic Committee meeting in February, the

Academic Team presented detailed data on student performance across various content areas. Dr. Beasley provided an in-depth explanation about how the school calculates the CCRPI scores, and the committee discussed the data and emphasized the need to elevate more students to levels three and four to further enhance content mastery scores. Chair Kelly highlighted that the Academic Committee expressed the desire to see more information regarding how data is used to inform direct instruction, helping teachers identify specific areas where students need the most support, and the best environment for their success. The Committee emphasized the need to use strong teaching and learning practices to increase and staff to create personalized learning plans for students, especially those identified as needing significant improvement, with targeted progress monitoring goals to track and enhance their academic journey.

4.1.2. Finance Committee Report

Board Member Lewis provided the Finance Committee report. Mr. Lewis highlighted the current financial standing for Cirrus, including its cash balance, total assets, and current profit and loss statements. Finance Committee Chair Lewis noted that Cirrus is still running a deficit of about \$300,000, which is expected to decrease as more reimbursements are received. Mr. Lewis thanked Board Member Golphin for highlighting priorities for the committee as it established work sessions to discuss the budget process and financial policies for March 20 and March 27th respectively.

4.1.3. Personnel Committee Report

Board Chair Kelly provided the Personnel Committee report on behalf of Committee Chair Taylor. Chair Kelly discussed the Personnel Committee progress on its key objectives to review Cirrus' organizational structure, service contracting, and employee policies. Chair Kelly noted that the committee stressed the need to align job descriptions to the school's organizational needs, employee responsibilities, school budget, and state reporting. As the school must finalize plans for staffing the upcoming school year, the Committee charged Mr. Stevens with scheduling a work session to review and discuss the FY25 Organizational Chart. Chair Kelly also highlighted that committee also discussed current service contracts and the continued efforts of staff to gather and identify key contractual agreements and highlights for the Committee's review, before also discussing the need to identify and schedule a working session for the committee to review and revise the proposed school employment policies for the upcoming school year.

4.1.4. Operations Committee Report

Operations Committee Chair Kelly provided the Operations Committee report. Chair Kelly noted that the Operations Committee meeting covered several key issues, including a discussion on facility grants and repairs, updates on playground equipment assembly and fencing improvements, planning for future facility upgrades, FTE data reporting and Board Policies. Chair Kelly highlighted that the Operations Committee discussed the state facility grant and the necessity for roof repairs, including the process of filing insurance claims, prioritizing plans for future facility upgrades, aiming to maintain and enhance the school's infrastructure, and organizing a celebration to acknowledge the school's achievements, indicating a proactive approach to community engagement and recognition of the school's progress. Finally, the Committee outlined its action steps for finalizing the Board's policy review to include working with Mr. Stevens to prioritize certain policies that may require immediate attention and establishing working meetings to thoroughly review, discuss, and amend policies. These meetings are intended to allow for an in-depth examination of the

policies, ensuring that they are updated and amended as necessary. The committee plans to carve out specific dates and times for these sessions to facilitate focused discussions.

4.2. CEO Report

Dr. Fowler then provided the CEO report. Dr. Fowler noted that the school's enrollment stood at 472 and that the enrollment is dynamic due to the continuous process of enrollments and withdrawals throughout the year. Dr. Fowler then emphasized the importance of Blocksi software for securing all technological devices to prevent students from accessing unprotected sites. Next, Dr. Fowler discussed the school's continued recruitment efforts, highlighting a successful event that drew interest from parents and potential scholars. Dr. Fowler proudly noted the school's success in meeting academic and financial standards, leading to its recommendation for an abbreviated 3-year charter contract renewal. This achievement highlights the school's outperformance compared to neighboring schools and demonstrates financial viability and stability. Then Dr. Fowler noted past deficiencies in federal programs and compliance but also highlighted the successful completion of a corrective action plan and that the school leadership is actively working to improve its operational CPF score and ensure all processes are in place. Finally, Dr. Fowler announced a grand celebration on March 8th to honor the school's achievements, including receiving accreditation, meeting academic standards for two consecutive years, and coming off the CSI list.

4.3. Budget and Resource Allocation Presentation

Following a brief discussion, the Board deferred the budget overview to the upcoming Finance Committee Work Session to be scheduled for March 20.

4.4. Discussion Regarding Early Literacy

Next, Chair Kelly invited Dr. Porche Chisley to discuss the importance of early literacy as well as additional suggestions from her recent assessment of Cirrus' service to students. Dr. Chisley highlighted the critical importance of early literacy and urged the board to ensure that all curricular resources are aligned with the science of reading. Dr. Chisley emphasized that this approach is vital for enhancing reading and writing skills among students, especially from kindergarten through third grade. She recommended that all teachers, particularly those teaching K-3, receive training in the science of reading. This includes phonics instruction and integrating writing into the curriculum. Dr. Chisley stressed the importance of providing support for teachers to receive this training and assured the board of her readiness to provide further resources and support regarding the science of reading. Dr. Chisley encouraged board members to review the documents she had sent for more detailed information and to reach out with any questions for further clarification.

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.

At approximately 7:58 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. Board Member Finley made a motion to go into executive session to discuss personnel and Board Member Golphin seconded the motion. The motion was approved by a unanimous vote of all present.

At approximately 9:10 pm, Chair Kelly called for a motion to exit executive session. Board Member Finley made a motion to exit executive session and Board Member Golphin seconded the motion. The motion was approved by a unanimous vote of all present. Chair Kelly then announced the termination of the contract for Mr. Stanely Williams effective February 29, 2024.

6. Adjournment

6.1. Adjournment

Board Member Finley then made a motion to adjourn the meeting that was seconded by Board Member Golphin. The motion was approved by a unanimous vote of those present at approximately 9:10 pm.

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