



CIRRUS EDUCATION GROUP, INC. OPERATIONS COMMITTEE MEETING

Minutes

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February 21, 2024
1:00 PM

<https://us06web.zoom.us/j/82301983890?pwd=bBHv2zPX9b3hpWoZPklYoi1y3b2DyZ.1>

Meeting ID: 823 0198 3890
Passcode: 626690

1. Call to Order

1.1. Attendance

Committee Chair Kelly called the meeting to order at approximately 1:05 pm. Committee Chair Kelly, Board Member Taylor, and Board Member Finley were present. Dr. Fowler and additional Cirrus staff were present. Mr. Stevens was also present.

1.2. Approval of [Committee Minutes from January 3, 2024](#)

Committee Member Taylor made a motion to approve the Operations Committee Minutes from January 3, 2024, and Committee Chair Kelly provided a second. The motion was approved unanimously by those present.

2. Matters of Discussion

2.1. Operations and Facility Report

Dr. Fowler provided the Operations and Facility Report, noting the approval process for the \$78,000 facility grant, emphasizing the need for board approval. Dr. Fowler also discussed the need for a timely insurance report on roof damage the completion of fencing improvements and the process for assembling new playground equipment.

2.2. Data Collection Updates

2.2.1. Completed Data Submissions and Reports

2.2.2. Upcoming Deadlines

Next, Dr. Fowler discussed the upcoming FTE cycle and student enrollment trends.

2.3. Federal Program Monitoring Update

Cirrus Staff then discussed the completion of on-site monitoring from the Georgia Department of Education's Federal Program Office and the transition from QuickBooks to PC Genesis, with training for staff set to begin on March 1. The committee noted the importance of this transition for financial management and compliance with federal grant management standards.

2.4. [Policy Review](#) – Calendar and Priorities

2.5. [Policy Review](#) – Process, Format, and Feedback

Finally, Chair Kelly and the committee discussed the need to schedule a specific work session to discuss board policies in detail. Chair Kelly charged Mr. Stevens with identifying and prioritizing policies and working with the staff and committee to schedule the work sessions.

3. Adjournment

3.1. Adjournment

Board Member Taylor made a motion to adjourn the meeting, and Board Member Finley provided a second. The motion was approved by a unanimous vote of those present at approximately 1:50 PM.

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