



**CIRRUS EDUCATION GROUP, INC.
OPERATIONS COMMITTEE MEETING**

Minutes

www.cirrusacademy.org

October 17, 2024

1:00 PM

<https://us06web.zoom.us/j/82301983890?pwd=bBHv2zPX9b3hpWoZPkIyoi1v3b2DyZ.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 1:15 pm. Committee Chair Kelly, Board Chair Taylor, and Board Member Finley were present, with Board Member Finley participating on Zoom. Mr. Williams, Ms. Samuels, Ms. Freeman, and other Cirrus staff were present. Mr. Stevens was present and participating on Zoom.

1.2. Approval of Agenda

Committee Member Finley made a motion to approve the agenda and Committee Member Taylor provided a second. The motion was approved unanimously by those present.

1.3. Approval of [Committee Minutes from August 7, 2024](#)

Committee Member Finley made a motion to approve the Committee Minutes from August 7, 2024, and Committee Member Kelly provided a second. The motion was approved unanimously by those present.

2. Matters of Discussion

2.1. Operations and Facility Report

The Committee members addressed issues with the current website, emphasizing the need for a more user-friendly design and improved content management to support recruitment and communication efforts. They discussed plans to enhance digital marketing through targeted ads on social media platforms like Instagram and Facebook, aiming to boost student enrollment and strengthen the school's brand. The team focused on facility-related adjustments, ensuring paraeducators provide adequate coverage during teacher absences to maintain smooth operations. They reviewed progress on federal program funding, noting that corrections to drawdowns would be completed by October 31, with additional funding carryovers expected by December. The committee also stressed the importance of aligning special education services with IEPs and increasing staffing to meet growing student needs.

Additionally, the committee outlined plans to expand partnerships with Mercer University to support paraeducators transitioning into teaching roles. Leaders praised the success of PBIS

initiatives, which have reduced behavioral referrals, and committed to continuing reward-based activities to sustain student motivation and engagement.

2.2. Data Collection Updates

2.2.1. Completed Data Submissions and Reports

2.2.2. Upcoming Deadlines

The committee reviewed updates on data collection, focusing on student enrollment, special education services, and funding adjustments. The committee confirmed that enrollment numbers had increased, with 43 students receiving special education services and five receiving speech services. Staff ensured that IEP data aligned with state requirements and collaborated with federal program liaisons to correct discrepancies. The team worked toward completing the FTE count and finalizing corrections by the October 31 deadline. The committee highlighted the importance of accurate data to secure necessary funding and maximize available resources. Additionally, staff noted improvements in parent engagement, with over 100 parent conferences held across grade levels, helping align academic goals and student support strategies. Leadership emphasized that maintaining reliable data collection processes remains crucial to delivering effective services and meeting compliance requirements.

2.3. Federal Program Update

The committee provided updates on federal programs, focusing on funding drawdowns and resource management. Cirrus staff reported ongoing efforts to finalize corrections for E-Rate and IDEA funds, targeting October 31 for completion. Additional funding carryovers from the previous fiscal year are expected by December, which will support expanded services. The committee discussed plans to allocate Title I funds more effectively, noting that an increase in poverty rates from 73% to 76% could lead to higher funding levels. The committee also emphasized the need to ensure special education services align with IEPs and mentioned the potential to hire additional paraeducators to meet student needs. Leaders expressed confidence that improved fund management would enhance instructional support and staffing across the school.

2.4. Policy Review Update

The committee discussed the policy review, focusing on finalizing the remaining policy package for adoption at the upcoming October board meeting. The committee confirmed plans to present the package for board approval, ensuring alignment with the school's operational and compliance needs. Members emphasized the importance of completing the review to maintain clarity and consistency across governance practices. The team also highlighted that adopting the policies would streamline decision-making processes and support ongoing efforts in areas such as staff management, student services, and financial oversight.

3. Adjournment

3.1. Adjournment

At approximately 2:06, Chair Kelly adjourned the committee meeting.
