

APPROVED



# Excelsior Village Academies

## Minutes

### Excelsior Village Academies' Board Meeting

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#### Date and Time

Thursday February 26, 2026 at 7:00 PM

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#### Location

The Excelsior Village Academies' Board of Directors will meet in person. Please see the location below:

5295 Highway 155 N; Stockbridge, GA 30281

You can also join virtually. Please see the meeting details below:

#### Join Zoom Meeting

<https://us02web.zoom.us/j/8754612347?pwd=UXN0amZyMmE3YlVNamhHK3JWVGJKUT09>

**Meeting ID: 875 461 2347**

**Passcode: EVA24**

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#### Directors Present

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A. Holmes, D. Paige, K. Rutherford, N. Brinson, R. Hutchins, T. Burrell, W. Smith

**Directors Absent**

*None*

**Ex Officio Members Present**

M. Flowers

**Non Voting Members Present**

M. Flowers

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**I. Opening Items**

**A. Call the Meeting to Order**

N. Brinson called a meeting of the board of directors of Excelsior Village Academies to order on Thursday Feb 26, 2026 at 7:12 PM.

A. Holmes made a motion to approve the minutes from Excelsior Village Academies' Board Meeting on 01-22-26.

W. Smith seconded the motion.

The board **VOTED** to approve the motion.

**B. Record Attendance**

**II. CEO Report**

**A. Enrollment Update**

• **Current Enrollment:** 215

- Won't be credited or funded at 215, will be funded at 205 because of 3 count average

• **Lottery:**

- Will be run on 2/27 for the SY27
- Looking to add 60 additional scholars as we grow into 7th grade
- Enrollment Dashboard is in development
- The intent to re-enroll soft deadline is 2/27, but will be accepted on a rolling basis

W. Smith made a motion to approve 260 at the enrollment target for SY27.

R. Hutchins seconded the motion.

The board **VOTED** to approve the motion.

**B. SCSC Monitoring Briefing**

- Monitoring was completed for SY26, preliminary documentation was released, and EVA had no findings
- EVA still had some outstanding questions around documents that need to be approved by the board

### **C. Acceptance of Subgrant Under SCSC**

- Grant was initially under the foundation but was transferred to the commission, and EVA needs to accept it again with the new language to receive the funds

W. Smith made a motion to accept the subgrant with the new language: “Excelsior Village Academies Governing Board accepts the federal sub-grant with the conditions and requirements set forth in the CSP Sub-Grant Agreement with the SCSC.”.

A. Holmes seconded the motion.

The board **VOTED** to approve the motion.

## **III. Finance Committee Update**

### **A. Monthly Financial Update**

#### **2025-2026 Forecast Update:**

- Previous Forecast Ending Fund Balance: \$542,287
- Current Forecast Ending Fund Balance: \$604,473
- Contingency was decreased by \$50K, increasing Net Income
- Current Forecast: \$177,860
- Decrease in Net Income from Approved Budget, b/c of reduced QBE and an increase in contracted services

#### **Days Cash on Hand:**

- Jan: 25 Days
- Feb: 8 Days
- March: 19 Days

#### **SCSC Dashboard:**

- Approx. 70 performance points on the SCSC Dashboard

### **B. Policy updates**

- Finance Committee approved the following policies as a slate:
  - Procurement Policy
  - Cash Management Policy
  - Emergency Situations Purchasing Policy
  - Debit Card; Credit Card; P-Card

- Time and Effort Policy
- Capital Procurement

W. Smith made a motion to approve the new finance policies as written.

K. Rutherford seconded the motion.

The board **VOTED** to approve the motion.

### C. Marketing Plan

- We want to use the marketing plan as a means to push forward the EVA store
- Goal: \$7,500

## IV. Governance Committee Update

### A. Policy Review

- Subsequent policies will be sent via email for a vote at the March board meeting
- Policy Manual
  - Will be imported into boardontrack
  - Need to be accessible to the public in the portal

### B. Board Recruitment

- Recruit in March
  - **Goal:** Develop a flyer for recruitment with updated information
  - Vetting and application will be extended, then candidates will be invited to the March board meeting
- Application and Selection in April:
  - Have candidates interview and selection
  - **Focus:** Treasurer in Training, Secretary in Training, Lawyers, HR Professionals, etc
- For Current Board Members:
  - Intent to Return Forms will be sent out

Goal: Grow board to 11 members

### C. Governance Training

## V. Upcoming Events

### A. School Events

- Pi Day - March 13
- Lunch with Dads - March 20
  - Led by Father Movement

- Pep Rally - April 17
  - DJ Holiday
- Mother's Day Event - May 8
- Family Day Event - May 9
- Stepping Up Day - May 21

## **VI. Board Business**

### **A. Next Meetings**

- Board Meeting: March 26
- Agenda Planning Meeting: March 23

Next Steps to think about:

**1st Hearing Proposal Date:** April 23, 2026 @ 6pm or 6:30pm

**2nd Hearing Proposal Date:** May 28, 2026 @ 6pm or 6:30pm

## **VII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:02 PM.

Respectfully Submitted,  
R. Hutchins