APPROVED

Cirrus Education Group

Minutes

CEG - Finance Committee Meeting

Date and Time
Tuesday December 16, 2025 at 5:00 PM

Location
Invite link: https://us02web.zoom.us/j/83416520318?pwd=atgrB8tbfHLXR6OxLaaFwv5L8B2no0.1

Committee Members Present
L. Golphin (remote), L. Taylor (remote), N. Lewis (remote), R. Finley (remote), S. Kelly (remote)

Committee Members Absent
T. Olagunju

Guests Present
Arleen Samuels (remote), B. Williams (remote), Brenda Edwards (remote), C. Blake (remote), Diane Freeman (remote), Nisah Brinson (remote), Sonja Riley (remote), Wendy Williams (remote)

I. Opening Items

A. Call the Meeting to Order

L. Golphin called a meeting of the Finance Committee of Cirrus Education Group to order on Tuesday Dec 16, 2025 at 5:08 PM.

B. Record Attendance

C. Approve Agenda

R. Finley made a motion to Approve Agenda.
L. Taylor seconded the motion.
The committee **VOTED** to approve the motion.

II. Matters of Discussion

A. November Financial Overview

Arleen Samuels presented the November 2025 financial overview. The month ended with a net loss of $72,973, driven primarily by significant MOPS expenses related to equipment repairs. Year-to-date, the school reflected a net loss of $146,192, with revenues of $3,315,447 and expenses of $3,461,238. Ms. Samuels noted the school maintains approximately 90 days of cash on hand, with additional funding anticipated in April, May, and June. The committee discussed overspending in the MOPS budget, with $84,140.95 spent above the budgeted amount due to HVAC and facility maintenance needs. Mr. Barry Williams explained that the amended FY26 budget includes increased allocations—approximately $210,000—to account for delayed HVAC repairs driven by supply shortages and tariff-related pricing. Committee members also reviewed cash flow, noting an operating account balance of $579,000 as of November 30, with reserve funds totaling roughly $2 million.

B. Federal Funding Update

Federal Programs Director Diane Freeman provided updates on federal drawdowns and grant reimbursements. She reported that Title I and IDEA reimbursements totaling $190,793.41 and $47,738.10, respectively, were approved and expected to arrive between January 8–16. Ms. Freeman and Ms. Samuels reviewed year-to-date nutrition fund activity, noting that $168,571.71 had been drawn down to date, with additional monthly drawdowns scheduled as expenditures occur. The committee discussed remaining eligibility questions for Title II funds, as new GAPSC regulations will limit reimbursements to teachers enrolled in approved certification programs in elementary, middle grades, or special education. The committee also requested improved tracking tools for nutrition and federal program expenditures to ensure accuracy and compliance.

C. Cell Phone Distribution

Diane Freeman and Barry Williams provided an update on planned distribution of staff cell phones as part of ongoing safety and communication improvements. The committee reviewed budget lines associated with device purchases and service plans and confirmed alignment with the school’s broader security strategy, which includes the installation of metal detectors and other safety enhancements

D. Facilities Update

Wendy Grimes presented the Facilities Update, noting significant spending increases tied to HVAC repairs and deferred maintenance. She clarified that delays caused by supply-chain constraints and tariff impacts contributed to elevated costs reflected in the MOPS line. Ms. Grimes also reviewed remaining facility needs for the school year and confirmed that the $2,000 door repair project had been approved. The committee discussed appropriate use of nutrition funds, with Ms. Grimes explaining distinctions between direct costs (e.g., food service equipment) and indirect costs, which must be budgeted appropriately to avoid misallocating nutrition resources. Committee Chair Lisa Golphin requested a detailed breakout of nutrition expenditures for the board to support transparent budgeting and ensure compliance.

E. Flylight Contract

Mr. Barry Williams reviewed the proposed contract with Flylight for website maintenance services from January through June 2026 (with a prorated amount for December). Committee members discussed the scope of work, current website needs, and whether previously completed items had been fulfilled under the existing contract. The committee elected to table the contract pending a thorough review of deliverables and further clarification on ongoing service needs.

III. Closing Items

A. Adjourn Meeting

S. Kelly made a motion to Adjourn meeting.
N. Lewis seconded the motion.
The committee **VOTED** to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:44 PM.

Respectfully Submitted,
C. Blake