APPROVED

Cirrus Education Group

Minutes

CEG - Operations Committee Meeting

Date and Time
Wednesday March 4, 2026 at 1:00 PM

Location
https://us02web.zoom.us/j/88942391153?pwd=sb4eMqa4NyErcY2W0aOZkC9Eby64ld.1

Committee Members Present
L. Taylor, S. Kelly

Committee Members Absent
L. Golphin, R. Finley

Guests Present
B. Williams, C. Blake, Diane Freeman, Wendy Grimes

I. Opening Items

A. Call the Meeting to Order

S. Kelly called a meeting of the Operations Committee of Cirrus Education Group to order on Wednesday Mar 4, 2026 at 1:31 PM.

B. Record Attendance

C. Approve Agenda

S. Kelly made a motion to Approve agenda.

L. Taylor seconded the motion.
The committee **VOTED** to approve the motion.

D. Approve Minutes from February 4, 2026

L. Taylor made a motion to approve the minutes from CEG - Operations Committee Meeting on 02-04-26.
The committee **VOTED** to approve the motion.

II. Operations

A. Monthly Report

Ms. Wendy Grimes presented the monthly operations report, providing updates on facilities, transportation, meal services, and safety. Facilities updates included progress on the stove installation project, ongoing maintenance items, and vendor quotes for repairs. Transportation quotes for upcoming field trips and updates on the afterschool snack program were also shared. Safety updates included the completion of February emergency drills and continued coordination with the school resource officer program.
Ms. Chantelle Blake provided updates on technology, athletics, and fine arts. The school completed its annual technology inventory and is working on updates to ensure the reports meet the compliance requirements. Updates were also made to Chromebook and iPad device policies, and recent network connectivity issues were resolved. Athletics and fine arts updates included the start of spring sports, participation in the Middle Georgia School Choice Event, and upcoming events such as the 8th Grade Athletic Recognition Program, Cherry Blossom Festival performances, and a Macon Mayhem fundraiser.

III. Personnel

A. Personnel Report

Ms. Sonja Riley presented the Personnel Committee report. The school currently has three open positions: 2nd Grade Teacher, 6th Grade Math Teacher, and SPED Instructional Coordinator. Recruitment efforts are ongoing, with postings on TeachGA and Indeed. Interviews have been conducted and several candidates have advanced to the next phase of the interview process.
Staff attendance was reported at 93% as of February 26, 2026, with absences primarily attributed to illness and two staff members currently on FMLA leave. The committee also noted an upcoming short-term teacher absence extending from early March through mid-April.

IV. Data Collection Updates

A. Data Submissions and Reports & Upcoming Deadlines

Ms. Diane Freeman provided an update on required data submissions and upcoming reporting deadlines. The committee reviewed current reporting requirements and the status of required submissions to ensure compliance with state reporting timelines.

V. Operations Updates

A. Operations Update

Mr. Barry Williams provided an operational update regarding ongoing data monitoring activities and audit findings.
The committee also discussed several items that may require further review by the Finance Committee, including:
The potential continuation of a contracted operations support position
Upcoming recurring operational expenses, including Renaissance, Infinite Campus, and BoardOnTrack renewal costs
Long-term planning related to the substitute teacher pool
Potential purchase of approximately 125 Chromebooks if Title funding carryover is approved
These items were identified for further financial planning and discussion with the Finance Committee.

VI. Policy Review

A. Policy Review

S. Kelly made a motion to Move policies (Board Code of Ethics & Conflict of Interest, Technology Acceptable Use, & Outside Food Delivery) for Review.
L. Taylor seconded the motion.
The committee **VOTED** to approve the motion.

VII. Items for Approval

A. Annual Leave and Bereavement Policies

The Annual Leave and Bereavement Policies were tabled for further review.

VIII. Closing Items

A. Adjourn Meeting

S. Kelly made a motion to Adjourn meeting.
L. Taylor 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 4:05 PM.

Respectfully Submitted,

C. Blake