APPROVED

Cirrus Education Group

Minutes

CEG - Operations Committee Meeting

Date and Time
Wednesday June 3, 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
Arleen Samuels, B. Williams, Brenda Edwards, Diane Freeman, N. Brinson, Nyla Thornton, Sonya Riley, Wendy Brinson-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 Jun 3, 2026 at 1:20 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 May 6, 2026

S. Kelly made a motion to approve the minutes CEG - Operations Committee Meeting on 05-06-26.
L. Taylor seconded the motion.
The May 6, 2026 Operations Committee meeting minutes were approved pending verification of one discussion item.
The committee **VOTED** to approve the motion.

II. Operations

A. Monthly Report

Monthly Report - W. Brinson-Grimes

- Received updates on facility projects, transportation planning, and campus improvements.
- Reviewed current enrollment trends and projections for the 2026-27 school year.
- Discussed FY27 budget development and upcoming budget hearing preparations.
- Received updates on school performance metrics and operational planning for the upcoming school year, including scheduling and student support structures.

III. Personnel

A. Personnel Report

Personnel Report -Sonja Riley

- Received an update on current staffing vacancies and recruitment efforts.
- Reviewed progress on interviews and hiring for instructional and support positions.
- Discussed staffing needs and organizational changes planned for the 2026-27 school year.
- Received an update on employee certification requirements and compliance.

IV. Data Collection Updates

A. Data Submissions and Reports & Upcoming Deadlines

Data Submissions and Reports & Upcoming Deadlines – D. Freeman

- Received updates on federal programs, grants, and compliance requirements.
- Reviewed upcoming reporting deadlines, audit-related activities, and certification tracking.
- Discussed grant funding opportunities and program implementation requirements.

V. Items for Approval

A. Policy Summary - May 2026

L. Taylor made a motion to Move Cell Phone Policy and Panic Button Policy to the Board for a vote.
S. Kelly seconded the motion.
The committee **VOTED** to approve the motion.
Policy Summary - Nisah Brinson

- Reviewed the proposed Cell Phone Policy and Panic Button Policy.
- Discussed implementation expectations and policy requirements.
- The Committee voted to recommend the policies for consideration and approval by the full Board.

B. FY27 Handbooks

L. Taylor made a motion to Move Employmee Handbook, Scholar-Parent Handbook, and Code of Conduct to the board for a vote.
S. Kelly seconded the motion.
The committee **VOTED** to approve the motion.
Handbook Reviews: N. Brinson, B. Edwards, S. Riley

- Reviewed proposed updates to the Student Code of Conduct, Student-Parent Handbook and Employee Handbook.
- Discussed revisions related to attendance, technology use, student conduct, safety procedures, volunteer requirements, and employee expectations.
- The Committee voted to recommend the FY27 handbooks for consideration and approval by the full Board.

C. FY27 Board and Committee Meeting Calendar

L. Taylor made a motion to Move Board/Committee Calendar to the Board for a vote.
S. Kelly seconded the motion.
The committee **VOTED** to approve the motion.
Board Calendar Review : N. Brinson

- Reviewed the proposed FY27 Board and Committee Meeting Calendar.
- Changed Academic Committee Meetings to first week of month when available
- Discussed meeting schedules and alignment with key budget, audit, and compliance deadlines.
- Committee members provided feedback and recommendations for consideration prior to board approval.

VI. 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 4:29 PM.

Respectfully Submitted,
S. Kelly