

Georgia Charter Educational Foundation
For Coweta Charter Academy
MEETING MINUTES FOR 01/27/2026 BOARD MEETING
Location: 6675 E., GA-16, Senoia, GA 30276

I. CALL TO ORDER

Pursuant to public notice, the meeting commenced at 6:06 pm with a Call to Order by GCEF Board Director, Jennifer Hughey. Roll call was taken, and quorum established.

Attendees:

Jennifer Hughey - Board Chair

Christine Criscillis - Board Director

Jacob Cole - Board Director

Josh Le - Board Secretary

Michele Stamps - BSP/ASP, Clubs, Camps & Facilities Coordinator

Hannah Anderson - Human Resources & Title 1 Coordinator

Rob Caney - Interim Principal

Candy Yu - CFO (joined remotely)

II. AGENDA APPROVAL

MOTION: Motion was made by Jacob Cole to approve the agenda and seconded by Josh Le. Motion passed unanimously.

III. GOVERNANCE

A. Approval of 12/16/2025 Board Meeting Minutes

B. Approval of 12/24/2025 Board Meeting Minutes

MOTION: Motion was made by Jacob Cole and seconded by Josh Le to approve the board meeting minutes from both 12/16/25 and 12/24/25. Motion passed unanimously.

IV. POLICY

A. FERPA (Directory Information)

- i. Rob Caney shared that during the past month it came to the school's attention that an update was needed to the Directory Information - FERPA policy, to allow school administration to share relevant details with law enforcement when appropriate.

- ii. The school was able to consult with legal to revise the FERPA policy which was presented to the board for approval. Updates included which information was allowed to be shared with law enforcement, should the need arise.

MOTION: Motion was made by Josh Le to accept the changes to the Directory Information - FERPA policy and seconded by Jacob Cole. Motion passed unanimously.

V. FINANCIAL

A. FY25 December Financials

- i. The new CFO, Candy Yu, shared the December financials, but stated that the financials were still in a preliminary phase, since documents were still being transferred from the previous CFO, Terence Washington and his firm.
- ii. Candy Yu reported that year-to-date revenue of \$3.9 million against a budget of \$4.1 million, reflecting a shortfall of \$213,000 primarily due to QBE funding reductions and delayed federal grant drawdowns.
- iii. No federal grant reimbursements have been drawn down yet this year, despite eligible expenditures, contributing to the revenue gap.
- iv. Expenditures stand at \$3.7 million versus a budgeted \$3.9 million, under budget by \$259,000, but these figures are preliminary lacking bond-related bank statements.
- v. The school currently shows a surplus of \$227,000 compared to budgeted surplus of \$481,000, indicating tighter margins but operational control.
- vi. Candy emphasized the need for budget amendments to realign actual spending and income, a normal mid-year process for charter schools, to maintain financial sustainability.
- vii. The balance sheet shows total assets of \$15 million, including \$2.5 million in bond accounts and \$1.7 million in operational cash, with a negative equity of \$6 million largely reflecting liabilities.
- viii. Monthly bond payments are approximately \$103,000, inflating facility expense ratios.
- ix. The school holds 170 days cash on hand based on current liquid assets, well above the 45-day minimum required by the SCSC, but this will decline as the year progresses.
- x. Financial health indicators reveal the school meets most SCSC standards except for debt-to-asset ratios to high bond debt.
- xi. Candy and her team are working closely with the state commission and school staff to improve financial documentation, access, and reporting.

B. Fundraising Update

- i. There were six fundraising activities that were held during the month of January that brought in a total of \$1,774.57.
- ii. These activities included ChicFila, concessions, Ice Cream Frida, Spirit Wear, Sprit Night and 5-Star Concessions.
- iii. Currently, for the year, the school's fundraising efforts have raised \$49,931.63 on a goal of \$97,500.00.

C. Federal Programs and Grants

- i. Significant gaps in federal grant management have affected finances, but corrective actions are underway.
- ii. Federal program audits revealed historical mismanagement including incorrect payroll and expenditure coding, and lack of linkage to approved purchase orders.
- iii. The Title 1 budget has now been corrected and approved by the Department of Education for the first time this year.
- iv. Minimal federal grants have been applied for this fiscal year, with no drawdowns processed in the first half, directly (negatively) impacting cash flow.
- v. The school is working with contract support and internal staff to bring grant management into compliance with state and federal expectations.
- vi. A clear priority system is to prepare for federal audits and increase grant application activity once systems are stabilized.

D. Marketing Campaigns

- i. Marketing is focused on improving enrollment outreach and community engagement to reverse recent downturns.
- ii. Marketing efforts include distributing flyers to local daycares and businesses and rebuilding relationships with media outlets.
- iii. Online campaigns on Facebook and Instagram yielded three new enrollments between December and January, but paid advertising has been paused due to billing issues (connected to the transfer of CFO). We are currently waiting on a virtual card set up to resume campaigns.
- iv. Classroom and school activities are being documented and shared widely to increase community involvement and morale.
- v. Enrollment advertising and lead follow-up processes are being improved.

VI. OPERATIONS

A. Enrollment Update

- i. Enrollment information was shared by Hannah Anderson. Enrollment trends show modest growth with a focus on retention and targeted marketing to key counties.
- ii. Seven new students started in January, with two more expected to start in February. There were 20 withdrawals between December and January.
- iii. There was discussion of the need to send an intent to return survey to parents and to streamline the reenrollment process for the 26/27 school year.
- iv. Based on current enrollment trends, it appears that marketing efforts might be well utilized in Meriwether and Spalding counties.

B. Staffing Update

- i. Staffing update was shared by Hannah Anderson. There are approximately four open positions, including middle school math and gifted. The school is actively working to fill each position. A discussion was held about how to try different ways to fill the math position this late in the school year.
- ii. Rob Caney discussed the intent to return survey that was sent out to staff members. 36 responses were received so far, out of approximately 55 employees. Of the 36 that replied, 86% have indicated that they intend to return to CCA next year. The two who have said they will not be returning are due to personal reasons.

C. PTO Update

- i. The PTO was officially launched last week during the schools' townhall. Since Monday (01/26/26) 12 memberships have been secured and four positions within the PTO have been filled.
- ii. The PTO will be used to actively support fundraising and daily school activities. The initial goal of the PTO will be to support Teacher Appreciation Day.

D. Technology Update

- i. Schoolwide technology adoption includes full implementation of ClassDojo for behavior management, with 246 parents and 48 teachers actively participating (ClassDojo is being used to support PBIS (Positive Behavioral Interventions and Supports) and has been restarted to reinforce positive student behavior, with the first reward celebration scheduled soon).

VII. ACADEMIC

A. Testing Update

- i. Assessment data indicates overall positive academic performance with targeted supports for areas needing improvement.
- ii. The recent Amira assessments for grades K-3 shows 90%+ of students not flagged for dyslexia, meeting the state screening requirements.
- iii. Kindergarten was identified as needing extra reading support, particularly with reading aloud.
- iv. Overall, 60-75% of students across grades K-3 are on or above grade level in reading.

B. Classroom Highlights

- i. Rob Caney shared classroom highlights for each grade. Overall, classroom highlights show active learning across grades, with specific focus on math problem-solving, social studies on the American Revolution and WWI, and social-emotional learning in ELA.

C. Special Education

- i. Rob Caney shared updates on special education. These updates included that new special education leadership has led collaborative planning and needs assessments to align staffing and funding with compliance requirements. Additionally, scheduling and service delivery for special education students are being reviewed to ensure adherence to state mandates.

VIII. PUBLIC COMMENT

- A. Questions were asked about the status of the construction of the gym.
- B. Discussion about the need to switch CFO's and the discrepancies that were found within reports.
- C. Questions were asked about specifics from the CFO regarding access to funds.

IX. NEXT BOARD MEETING Date/Time Confirmation (February 24th, 2026 - 6 pm)

X. ADJOURNMENT

MOTION: Motion was made by Jacob Cole and seconded by Christine Criscillis to adjourn the board meeting at 7:07 PM on Tuesday, January 27th, 2026. Motion passed unanimously.

Next Board Meeting: Tuesday, February 24, 2026