

Georgia Charter Educational Foundation
For Coweta Charter Academy
MEETING MINUTES FOR 05/19/2026 BOARD MEETING
Location: 6675 E., GA-16, Senoia, GA 30276

I. CALL TO ORDER

Pursuant to public notice, the meeting commenced at 6:14 pm with a Call to Order by GCEF Board Chair, Jennifer Hughey. Roll call was taken, and quorum established.

Attendees:

Jennifer Hughey - Board Chair
Christine Criscillis - Board Director
Jacob Cole - Board Director
Trina Weaver - Executive Director/Superintendent
Hannah Anderson - HR Administrator & Title 1 Coordinator
Michele Stamps - BSP/ASP, Clubs, Camps & Facilities Coordinator
Rob Caney -Interim Principal
Ashley Fields - Technology Administrator
Glycel Torres with Avolon Accounting (CFO Firm)

II. AGENDA APPROVAL

A. Agenda was amended to include two additional sections.

- a. Under GOVERNANCE:
 - i. Item B: Meeting Minute Update
- b. Under OPERATIONS:
 - i. Item A: Gym Construction (moved from Financial to Operations)

MOTION: Motion was made by Jacob Cole to approve the amended agenda. The motion was seconded by Christine Criscillis. The motion passed unanimously.

III. GOVERNANCE

A. Approval of 04/28/2026 Board Meeting Minutes

MOTION: Motion was made by Jacob Cole to approve the board meeting minutes from 04/28/26. The motion was seconded by Christine Criscillis. The motion passed unanimously.

B. Meeting Minute Update

- i. During a review of the CCA website it was found that Board Meeting minutes from 12/17/2024, 06/07/2024, 05/21/2025 and 08/26/2025 were not correctly posted to the website.
- ii. These meeting minutes have since been located and correctly posted on the website.

C. Board Recruitment Update

- i. Still in the process of reviewing candidates and looking for people who are interested in joining the board. Will continue looking for prospective board members through the end of May, and will begin to move forward with potential candidates beginning in June.

D. Board Member Update

- i. A resignation was received from a current board member, Josh Le, due to personal circumstances.

MOTION: Motion was made by Christine Criscillis to accept the resignation of Josh Le from the CCA Board, effective 05/19/2026. The motion was seconded by Jacob Cole. The motion passed unanimously.

MOTION: Motion was made by Jennifer Hughey to nominate Christine Criscillis as Board Secretary for the CCA Board, effective 05/19/2026. The motion was seconded by Jacob Cole. The motion passed unanimously.

E. Cross Functional Monitoring (CFM)

- i. Three indicators that were being monitored (4, 8 and 17). There were findings on each one. A corrective action plan for all three findings was submitted on time to the DOE.

IV. FINANCIAL

A. FY26 April Financials

- i. Avolon Accounting shared April financials, indicating there were 87 days cash on hand, and the cash balance was \$1.45M.
- ii. Fiscal year to date (July 2025 - April 2026), our monthly budgeted revenues are \$5.85M, and our actual revenues are \$5.88M. This resulted in

income over budget by \$36K due to reduced QBE amount and no drawdown yet of Federal Funds.

- iii. Our YTD net income is in deficit by \$149K, where the budgeted net income surplus of \$8.73K net income deficit is also affected by grants that are yet to be received.
- iv. A request was made by the board to see trending reports.

B. FY26/27 Budget (Public Hearing #2)

- i. Avolon Accounting shared details of the FY26/27 budget, based on an enrollment target of 350 students, including total revenues of \$6,446,056.63.

C. Public Comment on FY26/27 Budget

- i. No comments made

D. FY 26/27 Budget (VOTE)

MOTION: Motion was made by Christine Criscillis to approve the FY26/27 Budget that was presented by Avolon Accounting. The motion was seconded by Jacob Cole. The motion passed unanimously.

E. Fundraising Update

- i. Funds were raised with ice cream, Chick-Fil-A, concessions, and mostly through selling concessions at Field Day.

V. OPERATIONS

A. Gym Construction Update

- i. Erosion Control complete
- ii. Demolition to be started this week including storm lines being dug up and reinstalled.

B. Enrollment Update

- i. FY27: 377 currently registered
 - a) 352 currently enrolled (FY26)
 - b) 49 unknowns (last month was 87)
 - c) Currently working on contacting the rest of the unknowns

- ii. Withdrawals: 0 withdrawals in May MTD
 - a) Withdrawals during FY26 were at 17%, which was the same in FY25.
- iii. Enrollment projection was submitted to the state at 371, based on the count when projections were due.

C. Staffing Update

- i. Currently have 2 open staffing positions for FY26/27 & 1 night custodial position
- ii. New Principal and Assistant Principal for 26/27 school year have been hired and both start in July 2026.

D. PTO Update

- i. The new Principal attended the last PTO meeting.
- ii. New Board members for the PTO, were elected for the upcoming school year at the final PTO meeting.

VI. ACADEMIC

A. Principal's Report

- i. Interim Principal reported on final assessments that were completed, and what teachers are working on during the final weeks of school.

VII. PUBLIC COMMENT

- A. One person signed up for public comment. Comments were made regarding the importance of transparency through communication, especially with parents.

VIII. EXECUTIVE SESSION

MOTION: Motion was made by Jacob Cole to enter into Executive Session at 6:56 pm. The motion was seconded by Christine Criscillis. The motion passed unanimously.

The purpose of Executive Session was to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee (but not when receiving evidence or hearing argument on charges filed to determine disciplinary action); (OCGA 50-14-1(b)(2))

MOTION: Motion was made by Jacob Cole to exit Executive Session at 7:06 pm . The motion was seconded by Christine Criscillis. The motion passed unanimously.

IX. NEXT BOARD MEETING Date/Time Confirmation (Tuesday, June 23rd at 6 pm)

X. ADJOURNMENT

MOTION: Motion was made by Christine Criscillis and seconded by Jacob Cole to adjourn the board meeting at 7:07 PM on Tuesday, May 19th, 2026. The motion passed unanimously.

Next Board Meeting: Tuesday, June 23rd, 2026 at 6:00 pm.