



Brighten Academy

Executive Committee Meeting

Published on November 10, 2025 at 10:12 PM EST
Amended on November 17, 2025 at 6:42 PM EST

Date and Time

Monday November 17, 2025 at 7:00 PM EST

Location

Brighten Academy Charter School

The Executive Committee will meet on November 17, 2025, following the general Board Meeting at 6PM.

Agenda

	Purpose	Presenter
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I. Opening Items

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|------------------------------|--|---------------|
| A. Record Attendance | | Kristen Moses |
| B. Call the Meeting to Order | | Jamilia Smith |

II. Executive Committee

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|------------------------------------|---------|---------------|
| A. Strategic Plan Review | FYI | Jamilia Smith |
| Strategic Plan in 'documents' tab. | | |
| B. Board Retreat/Training | Discuss | Jamilia Smith |

Purpose Presenter

Purpose

Review proposals for retreat.

- C. Brighten Communication Flow Procedure Discuss Jamilia Smith

Purpose

To establish a clear, consistent, and timely communication process between the Governing Board and the Administration for schoolwide or stakeholder-facing announcements, particularly those involving urgent or time-sensitive information.

- D. Leadership Transition Update Discuss Donna Davis

Purpose

The EC will discuss current leadership transition updates, challenges, events execution, and organizational alignment. This discussion will focus on next steps for ensuring stability, accountability, and continued progress toward the strategic plan and charter renewal.

- E. Board Officer Transition Discuss Jamilia Smith

Purpose

The EC will discuss officer transitions and timing, ensuring strong leadership continuity for the Board and school leadership.

- F. Qualifications- Prospective Board Members Discuss Jamilia Smith

III. Other Business

- A. Executive Session Vote Jamilia Smith

IV. Closing Items

- A. Adjourn Meeting Vote