



# Brighten Academy

## Brighten Academy Charter School Governing Board Meeting

Published on July 29, 2024 at 11:32 PM EDT  
Amended on August 5, 2024 at 6:14 PM EDT

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### Date and Time

Monday August 5, 2024 at 6:00 PM EDT

### Location

5897 Prestley Mill Rd  
Douglasville, GA 30135

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The Brighten Academy Governing Board will meet on Monday, July 22, 2024 at 6pm.

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
<b>A.</b> Record Attendance		Kristen Moses	
<b>B.</b> Call the Meeting to Order		Jamilia Smith	
<b>C.</b> Adoption of Agenda	Vote	Jamilia Smith	
<b>D.</b> Approval of Minutes	Approve Minutes	Jamilia Smith	
<b>II. Executive Director's Report</b>			

	Purpose	Presenter	Time
<b>A.</b> Enrollment Update	FYI	Donna Davis	
<b>B.</b> Parent and Student Handbook Approval	FYI	Donna Davis	
Handbook is not finalized and the vote will be tabled for the following meeting.			
<b>C.</b> Administrative Leadership Update	FYI	Donna Davis	
<ul style="list-style-type: none"> <li>• Pre-planning</li> <li>• Professional Development</li> <li>• New Staff Orientation</li> </ul>			
<b>D.</b> Discipline Matrix	FYI	Steven Littles	
<b>E.</b> Executive Session	Discuss	Donna Davis	
Staffing			

**III. Executive Committee**

<b>A.</b> Board Member Resignation Acceptance	Vote	Jamilia Smith	
Board seat vacated is not an Officer seat, and therefore does not require backfilling. [Brighten Academy By-Laws, Sec. 7] The Governing Board will vote to accept or deny the member resignation presented at the previous meeting on 7/22/24.			

**IV. Finance Committee 6:00 PM**

<b>A.</b> May Financials	Vote	Reginald Zackery	
<b>B.</b> Audit Update	FYI	Katie Smith	
<b>C.</b> Surplus List	FYI	Donna Davis	5 m

**V. Policy/Governance Committee 6:05 PM**

<b>A.</b> Information Only	FYI	Steven Littles	
G1 After School Program Revised Adding "If payments are not received, a late charge will be applied" Adding "Questions or disputes about charges should be discussed with ASP coordinator"			

	Purpose	Presenter	Time
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G2 Club and Extracurricular Program

Revised

The capital p in "Program" will be lower case

G2-R1 Club and Extracurricular Program Procedures

Reviewed

No changes

B14 Board Attendance

Revised

"phone conference" changed to "via remote access"

"Vice President will maintain phone calls" changed to "Vice President or designee will maintain phone calls"

"2 consecutive meetings" was removed

F39 Staff Leave

Revised

"Maternal/Paternal Leave" changed to "Paternal Leave"

120 hours changed to 240 hours

**VI. Other Business**

**VII. Closing Items**

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|-----------|-----------------|------|---------------|
| <b>A.</b> | Public Comment  | FYI  | Kristen Moses |
| <b>B.</b> | Board Comments  | FYI  |               |
| <b>C.</b> | Adjourn Meeting | Vote |               |