



# Brighten Academy

## Brighten Academy Charter School Governing Board Meeting

Published on April 21, 2025 at 11:24 PM EDT

Amended on April 28, 2025 at 1:56 PM EDT

---

### Date and Time

Monday April 28, 2025 at 6:00 PM EDT

### Location

5897 Prestley Mill Rd, Douglasville, GA 30135

---

The Brighten Academy Governing Board will meet on Monday, April 28th, 2025 at 6:00 pm, in the Media Center.

---

### Agenda

	Purpose	Presenter
--	---------	-----------

#### I. Opening Items

- |    |                           |                                     |
|----|---------------------------|-------------------------------------|
| A. | Record Attendance         | Kristen Moses                       |
| B. | Call the Meeting to Order | Jamilia Smith                       |
| C. | Adoption of Agenda        | Vote<br>Jamilia Smith               |
| D. | Approval of Minutes       | Approve<br>Minutes<br>Kristen Moses |

#### II. Executive Director's Report

	Purpose	Presenter
<b>A.</b> March Surplus List	Vote	Donna Davis
<b>B.</b> Contract Revisions	Discuss	Katie Smith
<b>C.</b> Staffing Update	FYI	Katie Smith
<b>D.</b> Workplan Dashboard	Discuss	Kelly Bemus
<b>E.</b> PTO Update	FYI	Donna Davis
<b>F.</b> School Calendar of Events	FYI	Donna Davis
<b>III. Executive Committee</b>		
<b>A.</b> Strategic Teams Updates	Discuss	
<b>B.</b> Executive Director Search Update	FYI	Jamilia Smith
<b>C.</b> Board OnTrack Renewal	Vote	Jamilia Smith
<b>IV. Finance Committee</b>		
<b>A.</b> Monthly Financials	FYI	Reginald Zackery
<b>V. Policy/Governance Committee</b>		
<b>A.</b> Information Only	FYI	Steven Littles
<ul style="list-style-type: none"> <li>• C2 Solicitation - reviewed. There were no suggested edits to the policy. Handbook section related to this policy needs to be updated with a a possible flowchart that may be supplied by the administration.</li> <li>• C5 Food Service Management - reviewed. There were no suggested edits. Committee discussed pricing of meals and safety protocols.</li> </ul>		
<b>VI. Academic Excellence Committee</b>		
<b>VII. CORE Committee</b>		
<b>VIII. Other Business</b>		

	Purpose	Presenter
<b>A.</b> Public Comment	FYI	Jamilia Smith
<b>B.</b> Academic Year 25-26 Calendar Planning Process	Discuss	Cary Claiborne
<ul style="list-style-type: none"> <li>• Discussing refinement and standardization of calendaring process.</li> </ul>		
<b>C.</b> Fundraising Calendar Planning for 25-26		Cary Claiborne
<b>D.</b> Board Meeting Calendar for 25-26	Vote	Cary Claiborne
<b>E.</b> Executive Session	Vote	Jamilia Smith
<b>IX. Closing Items</b>		
<b>A.</b> Adjourn Meeting	FYI	Jamilia Smith

# Coversheet

## Board OnTrack Renewal

<b>Section:</b>	III. Executive Committee
<b>Item:</b>	C. Board OnTrack Renewal
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	BoardOnTrack - Brighten Academy - Renewal 2025-2026.pdf



## Renewal Membership Agreement: 2025-2026

### Term and Fee

The agreement below outlines the term and fee associated with your BoardOnTrack membership renewal. Your membership fee is due 30 days prior to the Renewal Start Date.

After you electronically sign this contract, we will send an invoice to the invoice email address listed below. Please let us know if any billing information is incorrect. It is okay to sign the contract and then let us know via email of any changes to billing information.

### Member Billing Information

Member	Brighten Academy
Billing Address	3264 Brookmont Pkwy Douglasville, Georgia 30135
Billing Contact Name	Jamilia Smith
Billing Contact Role	Governing Board President
Billing Contact Email Address	jsmith@brightenacademy.com
Billing Contact Phone Number	770.615.3680

Invoice Will Be Sent To:	jsmith@brightenacademy.com
--------------------------	----------------------------

### Membership Terms

Renewal Start Date	07 / 01 / 2025
Membership Package	Targeted
Membership Term	1 year
Membership Fee	\$11,695.00

By signing this agreement, Brighten Academy agrees to the terms described above.

### Authorized Signature

Accepted By (Member) \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date of Member Acceptance: \_\_\_\_\_

I read, understand, and accept the BoardOnTrack Terms and Conditions available [here](#). I certify that I am authorized to sign and enter into an agreement for the organization purchasing the BoardOnTrack Membership. Note: You can find BoardOnTrack's W-9 form [here](#).