



Brighten Academy

Brighten Academy Charter School Governing Board Meeting

General

Published on November 10, 2025 at 8:49 PM EST
Amended on November 17, 2025 at 6:07 PM EST

Date and Time

Monday November 17, 2025 at 6:00 PM EST

Location

Brighten Academy

The Brighten Academy Governing Board will meet on Monday, November 17, 2025 at 6:00 pm, in the Media Center.

Agenda

	Purpose	Presenter
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I. Opening Items

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

	Purpose	Presenter
Approve minutes for Brighten Academy Charter School Governing Board Meeting on November 3, 2025		

II. Public Comment

Public comment should be received by the Board Secretary or Board Chair 24 hours prior to a scheduled Board meeting.

<https://docs.google.com/forms/d/e/1FAIpQLSceTrI9e71uncQV4LjSCeqoav9ibYxtPu3Y-mM2hH4CvmiKIA/viewform>

A. Public Comment	FYI	Jamilia Smith
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III. Executive Director's Report

A. PTO Update	Discuss	Donna Davis
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B. Workplan Dashboard	Discuss	Donna Davis
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C. Staffing Updates	Discuss	Katie Smith
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D. October Surplus Items	FYI	Donna Davis
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E. GaDOE Climate Health	FYI	Donna Davis
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GADOE Climate Health Survey - Opens December 1st - March 31st

IV. Executive Committee

A. Governance & Charter Renewal Readiness Update	FYI	Jamilia Smith
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B. Governance-Operational Alignment	Discuss	Chris Adams
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Purpose

The Board will review and discuss Brighten governance-operational structure and alignment.

V. Finance Committee

A. Finance Committee	Vote	Cary Claiborne
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- Monthly Financials

B. GCSA	FYI	Jamilia Smith
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Purpose Presenter

VI. Policy/Governance Committee

- | | | |
|--------------------------------------|------|-----------------|
| A. Board Elections SOP | Vote | Shauncey Battle |
| B. Elections Bylaws Amendment | Vote | Shauncey Battle |

VII. Other Business

- | | | |
|-------------------------|-----|--|
| A. Announcements | FYI | |
|-------------------------|-----|--|

VIII. Local SBOE/Chamber Events

- | | | |
|-------------------------|-----|-------------|
| A. Event Updates | FYI | Donna Davis |
|-------------------------|-----|-------------|

IX. Closing Items

- | | | |
|---------------------------|-----|---------------|
| A. Adjourn Meeting | FYI | Jamilia Smith |
|---------------------------|-----|---------------|

Coversheet

Approval of Minutes

Section: I. Opening Items
Item: D. Approval of Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Brighten Academy Charter School Governing Board Meeting on November 3, 2025

APPROVED



Brighten Academy

Minutes

Brighten Academy Charter School Governing Board Meeting

Work Session

Date and Time

Monday November 3, 2025 at 6:00 PM

Location

Brighten Academy

The Brighten Academy Governing Board will meet on Monday, November 3, 2025 at 6:00 pm, in the Media Center.

Directors Present

C. Claiborne, J. Smith, K. Moses, S. Battle

Directors Absent

C. Burns Falker, M. Vitale

Ex Officio Members Present

T. Pugh

Non Voting Members Present

T. Pugh

Guests Present

C. Sparks, D. Davis, K. Bemus, K. Smith, S. Littles

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

J. Smith called a meeting of the board of directors of Brighten Academy to order on Monday Nov 3, 2025 at 7:00 PM.

C. Adoption of Agenda

J. Smith made a motion to approve the amended agenda.

C. Claiborne seconded the motion.

Removed Board recruitment from the agenda

CREW Commitment Award moved to Exec Session

The board **VOTED** to approve the motion.

D. Approval of Minutes

J. Smith made a motion to approve the minutes from Brighten Academy Charter School Governing Board Meeting on 10-20-25.

C. Claiborne seconded the motion.

The board **VOTED** to approve the motion.

II. Public Comment

A. Public Comment

No public comment

III. Executive Director's Report

A. ED Report and Updates

Facilities Report:

- Roof leaf quote from Ben Hill is \$15,539 (quote in hand)
- Lighting from NZLED is \$4,696 (quote in hand)
- Flooring (quote pending)
- Painting (quote pending)
- Site and Parking (quote pending)
- HVAC 3 rooftop units (quote pending)

Known cost with quotes in hand: \$27,801

Enrollment Data

Enrollment of 818 not met: currently at 804

Discussed Strategic Plan highlights: Anchored in Excellence (2026-2030). The new plan is focused on achieving higher proficiency across four key goal areas including:

- Teaching and Learning
- Culture and Climate
- Stakeholder Engagement
- Leadership and Governance

B. Items for Vote

J. Smith made a motion to approve the September Surplus.

C. Claiborne seconded the motion.

The board **VOTED** to approve the motion.

IV. Executive Committee

A. Executive Committee Meeting

Next Executive Committee Meeting: November 17th

B. Governance & Charter Renewal Readiness

Discussed exploring additional 3rd party support for the Charter Renewal.

A committee will be formed to support the Charter Renewal.

C. Organizational Health & Leadership Capacity

A climate check survey to staff will open on December 1st.

Our climate survey has been at a 3 since 2018

A parent survey was discussed to get a climate check on parents.

Discussed the upcoming, developing, food pantry.

D. Board Recruitment

Moved to Executive Session

V. Finance Committee

A. Finance Committee

Treasurer discussed financials. Budget amendment is in progress for the FTE count.

YTD cash-on-hand: \$4.72 million

163 days cash-on-hand.

VI. Policy/Governance Committee

A. Board Elections SOP

ad-hoc committee created to work on Elections.

Election process (information purposes only):

- suggested amendments to the election process
- SOP- review and selection committee
- Timeline for the election process. Start in February and end in April

B. Elections Bylaws Amendment

Amendments to the bylaws surrounding Elections will be in writing. It will follow the same current process, just more streamlined.

VII. Other Business

A. Introduction: Leadership Legacy Award

Student Body President, Tia Smith presented the Leadership Legacy Award initiative.

Leadership Legacy Award: Starting in Spring '27.

- The purpose is to highlight an 8th grader who exhibits exceptional student leadership.
- Will support the school climate and how to stand out amongst other schools.
- Will provide a sense of community and pride.

2026-2027: Implementation and selection

Spring 2027 will be recognized at the 8th graduation ceremony. Nominations will come from students and staff.

B. Executive Session

Made a motion to approve the employee resignation effective 12/5/2025

VIII. Closing Items

A. Announcements

- Fall Board Assessment is available on BOT

- Douglas County Young Professionals are having a financial workshop on November 6th at the Douglas County Chamber.
- Mock Trails pre-tournament will be on November 6 at 4: 30pm.
- The Charter Report and Audit was submitted successfully.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:42 PM.

Respectfully Submitted,
J. Smith