



# Brighten Academy

## Brighten Academy Charter School Governing Board Meeting

### Work Session

Published on December 1, 2025 at 3:25 PM EST

Amended on December 1, 2025 at 7:15 PM EST

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#### Date and Time

Monday December 1, 2025 at 6:00 PM EST

#### Location

Brighten Academy

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

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#### 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 |
| C. | Adoption of Agenda        | Vote            | Jamilia Smith |
| D. | Approval of Minutes       | Approve Minutes | Kristen Moses |

	Purpose	Presenter
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Approve minutes for Brighten Academy Charter School Governing Board Meeting on November 17, 2025		
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## 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. Executive Director	FYI	Tonetta Pugh
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- Enrollment Data
- October Surplus (VOTE)
- Crew Commitment (VOTE)
- Charter Renewal Readiness (FYI)

## IV. Executive Committee

A. Governance & Charter Renewal Readiness Update	FYI	Jamilia Smith
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B. Board Structure	Discuss	Jamilia Smith
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C. Board Table Talk	FYI	Jamilia Smith
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## V. Finance Committee

A. Finance Committee	FYI	Cary Claiborne
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- Monthly Financials

B. GCSA	FYI	Jamilia Smith
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## VI. Policy/Governance Committee

A. Info Only	FYI	Shauncey Battle
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	Purpose	Presenter
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**VII. Other Business**

**A. Announcements**

FYI

Tonetta Pugh

- Chamber Annual Meeting--December 9, 2025

**VIII. Local SBOE/Chamber Events**

**A. Event Updates**

FYI

Donna Davis

**B. Executive Session**

Vote

Jamilia Smith

**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 17, 2025

APPROVED



## Brighten Academy

### Minutes

#### Brighten Academy Charter School Governing Board Meeting

General

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##### **Date and Time**

Monday November 17, 2025 at 6:00 PM

##### **Location**

Brighten Academy

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

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##### **Directors Present**

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

##### **Directors Absent**

M. Vitale

##### **Guests Present**

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

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#### **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 17, 2025 at 6:07 PM.

### **C. Adoption of Agenda**

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

C. Claiborne seconded the motion.

Amendments:

- ED Report: Items A-E

- Announcement for local chamber events and state board education

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 11-03-25.

S. Battle seconded the motion.

Coriya Burns abstained

Voted for the Elections SOP. Passed.

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

## **II. Executive Committee**

### **A. Governance & Charter Renewal Readiness Update**

- Looking for 3rd party assistance to prepare for Charter Renewal.
- Goal is to vote at next meeting for a 3rd party company to assist.

### **B. Governance-Operational Alignment**

The board attorney is preparing a tailored report for governance-operational alignment.

More to come at the next board meeting.

## **III. Finance Committee**

### **A. Finance Committee**

C. Claiborne made a motion to Approve September financials.

S. Battle seconded the motion.

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

## **IV. Policy/Governance Committee**

### **A. Board Elections SOP**

S. Battle made a motion to Adopt the amendments of section 5 of the bylaws related to the elections process.

C. Claiborne seconded the motion.

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

## **B. Elections Bylaws Amendment**

Suggestion: The board will work on a rubric and revised practices for candidates interested in joining the board.

## **V. Other Business**

### **A. Announcements**

- GCSA Conference held in March. Governing board members were encouraged to attend
- ED Pugh and Katie Smith attended the Douglas County Chamber of Commerce Golf tournament.
- ED Pugh, along with other admin staff attended training.
- A new folder titled " Orientation" is now available on Board on Track.
- Birdies Fore Brighten date is secured. Two sponsors are secured. More information will be available after the Thanksgiving holiday.
- Shauncey Battle was a judge for the mock trials over the weekend.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:37 PM.

Respectfully Submitted,  
J. Smith