APPROVED

# Brighten Academy

# Minutes

## Brighten Academy Charter School Governing Board Meeting

**Date and Time**
Monday September 23, 2024 at 6:00 PM

**Location**
5897 Prestley Mill Rd, Douglasville, GA 30135

The Brighten Academy Governing Board will meet on Monday, September 23, 2024 at 6pm.

**Directors Present**
C. Burns Falker, C. Claiborne, D. Carter, J. Smith, K. Moses, N. Lord, R. Finan, R. Zackery, S. Battle

**Directors Absent**
M. Vitale

**Ex Officio Members Present**
D. Davis

**Guests Present**
K. Bemus, K. Smith

### 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 Sep 23, 2024 at 6:08 PM.

### C. Adoption of Agenda

J. Smith made a motion to Adopt Agenda.
C. Claiborne seconded the motion.
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 09-09-24.
C. Claiborne seconded the motion.
The board **VOTED** to approve the motion.

## II. Executive Director's Report

### A. Facilities Update

Mrs. Davis explained that there are numerous leaks in the building. Two leaks are in the cafeteria, and leaks in the atrium. The bidding process has began.

### B. PTO Updates

Great turnout for movie night. Octoberfest is next. Candy donations are now being accepted, and the PTO has asked that the male board members will help grill at Octoberfest.

### C. Staffing Update

Katie Smith explained there is an offer pending for 8th grade para. 2nd para interviews have began. Offer pending for 5th grade teacher and finance/human resources position.

### D. Discipline Update

Kelly Bemus reviewed the spreadsheet with the board. The spreadsheet provides details regarding the Culture and Structure, sense of belonging, core practices, and measurable metrics for CREW. The board will discuss each section in greater detail at each meeting.

The goal of this spreadsheet is to monitor the big 5 incidents and hopefully decrease them. Big five incidents below:

Physical contact
Fight
Physical agression

Defiance
Disruption

The numbers are currently trending higher than last year. President, Jamilia Smith asked if there was an opportunity for parent involvement to decrease the referrals. Mrs. Bemus and Mrs. Davis said one incentive is "On the Roll", which are students demonstrating the 7 C's in the classroom along with other positive initiatives.

Middle School classrooms have adopted electronic referrals. Other grade levels are transitioning to an electronic system.

Cary Claiborne asked how the school is tracking the one offs. Bemus explained that the admin team monitors them.

After the electronic referral is submitted by the teacher, it gets emailed to the parent instantly. The expectation is for a follow-up call from the teacher to the parent. The parent should recieve a phone call from the teacher within 24 hours.

Skills block/phonics program: The data being monitored is for students End of the Year goal. Focuses on reading.

82% of students were ready for Kindergarten.

### E. School Workplan Update: iReady

Reading- Fall 2024 Kindergarten students are above 50th percentile.
Math- Fall 2024 Kindergarten students are above 50th percentile.

Small groups have been developed to improve the iready numbers

Dyslexia and attendance data are now being monitored. Bemus will provide more details in the coming months.

### F. Surplus List

Alot of furniture and books have been donated to Angels in Progress.

## III. Executive Committee

### A. Board Olympics

Jamilia explained there have been 24 tickets sold for the Board Bash.

Vote for the Board Olympics:

Board voted to postpone.

Cary asked how we will communicate to the parents that the event has been postponed. We agreed that the families will get a full refund

### B. Executive Session

J. Smith made a motion to Move to Executive Session.
C. Claiborne seconded the motion.
The board **VOTED** to approve the motion.

## IV. Policy/Governance Committee

### A. Policies for Vote

S. Battle made a motion to approve policies listed as presented.
C. Claiborne seconded the motion.
The board **VOTED** to approve the motion.

### B. Policies for Discussion

No discussion

## V. Closing Items

### A. Public Comment

### B. Board Comments

Discussed Board on Track training and availability.

### C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:04 PM.

Respectfully Submitted,
J. Smith