DRAFT

Brighten Academy

Minutes

Brighten Academy Charter School Governing Board Meeting

Date and Time
Monday December 2, 2024 at 6:00 PM

Location
5897 Prestley Mill Rd, Douglasville, GA 30135

Greetings and Happy Holidays!
The Brighten Academy Governing Board will resume meeting on Monday, December 2, 2024, at 6pm.

Directors Present
C. Burns Falker, C. Claiborne, D. Carter, J. Smith, M. Vitale, R. Finan, R. Zackery, S. Battle

Directors Absent
K. Moses, N. Lord

Ex Officio Members Present
D. Davis

Guests Present
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 Dec 2, 2024 at 6:10 PM.

C. Adoption of Agenda

J. Smith made a motion to approve agenda with ammendment presented.
S. Battle seconded the motion.
Approve agenda with ammendments presented to include removal of one policy vote and note taker.
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 11-18-24.
R. Zackery seconded the motion.
The board **VOTED** to approve the motion.

II. Executive Director's Report

A. Facilities Update

Principal Davis shared confirmation of new thermostats replaced in building 1.

B. Charter Report

Principal Davis shared an overview of report shared by AP Bemus, some highlights include:

- Max enrollment of 818
- 69 kindergarten; 16 matriculated
- 259 waitlisted
- Monthly staff meetings; weekly team meetings
- 17 board meetings; all required training completed
- All financial objectives met

Full report to be presented by AP Bemus

C.

Enrollment Update

Currently at 808 enrolled--have experienced a drop in enrollment; some reasons include moving and lack of athletic options.

New students still starting in December and January.

Staff continues to follow the policy for filling the vacant seats (8 open seats as of Jan. 25).

130 students students waitlisted as of December 24.

Additional general discussion around potential for expansion of Brighten as it relates to the growth of Douglas County at large.

D. Surplus Data

J. Smith made a motion to approve surplust data presented in previous meeting.
S. Battle seconded the motion.
The board **VOTED** to approve the motion.

III. Executive Committee

A. Strategic Priority Teams

Chair Smith referenced the Strategic Project Teams:

1. Safety & Discipline (4 board members)
2. Academic Performance (4 board members)
3. Staff Retention (4 board members)
4. Organizational Structure & Effectiveness (4 board members)
5. External Engagement (4 board members)

Chair Smith explained the purpose of these teams are to offer continuity and support as the Charter renewal approaches in areas of primary focus in coming alongside administration and in response to recent transitions.

Expectation of a monthly update from each team of status set. These are not replacements of committee work, this focus is on strategic priorities.

IV. Finance Committee

A. Birdies Golf Tournament Update

Treasurer Zackery reviewed documents available to include: Save the Date, Tournament Outreach script, and Sponsorship/Golfer Information spreadsheet.

Expectation set for all board members to solicit golfers and sponsors using the resources provided.

Additional discussion around general details of the event and solicitation of participation.

B. My Fun Run Fundraiser

Date is February 28, 2025 for event
Kickoff meeting January 10th
Chair Smith serving as account representative with FunRun

Target goal is 10K

Day of needs would be space and team support with administrative guidance on process of execution
Potential sign-up genius for parent volunteer support
J. Smith made a motion to Approve date of Fundraiser for 2/28/2025.
R. Zackery seconded the motion.
Exact time TBD; potentially all day event.
Conversation around impact on instructional time.
The board **VOTED** to approve the motion.

V. Policy/Governance Committee

A. Information Only: Policies Reviewed

S. Battle made a motion to Approve the following policies H28, H28E1, H28E2 and I1.
C. Claiborne seconded the motion.
The board **VOTED** to approve the motion.

VI. Other Business

A. Upcoming County Events

Chair Smith shared upcoming events and encouraged participation as available.

VII. Closing Items

A. Public Comment

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:07 PM.

Respectfully Submitted,

J. Smith