APPROVED

Brighten Academy

Minutes

Brighten Academy Charter School Governing Board Meeting

Date and Time
Monday December 16, 2024 at 6:00 PM

Location
5897 Prestley Mill Rd, Douglasville, GA 30135

The Brighten Academy Governing Board will meet on Monday, December 16, 2024 at 6pm, in the Media Center.

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

Directors Absent
None

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 16, 2024 at 6:12 PM.

C. Adoption of Agenda

J. Smith made a motion to adopt the amended 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.
R. Zackery seconded the motion.
The board **VOTED** to approve the motion.

II. Executive Director's Report

A. Staffing Update

Katie Smith updated the board on staffing:

-One opening 3-5 grade teacher intervention. Second round of interviews currently in progress.

-Resignation letter recieved for third grade teacher. Last day is Thursday, December 19. A new candidate has been identified

B. PTO Update

- Volunteers are requested for Black History Month, Birdies Fore Brighten April 3, Sweetheart Dance Febuary 15, Middle School Event March 21.

C. Workplan Update

95% attendance. Year-to-date is the same.

Monthly discipline: Goal is the percent of top 5 infractions out of total number of referrals. November 33 total referrals, 15 of those referrals were physical or defiance in some sort. Has decreased since 2023-2024 year.

-School goals is to increase Student Government .

- Last week, 9 CREW students participated in the EL National Conference. Students were able to present their high quality work and answer questions from the conference goers.

-iready window closes on Thursday. Results from the test will be available

D. Surplus Data

Month of November:

-13 books were damaged.
-3 damaged computers.

III. Executive Committee

A. Strategic Teams Updates

Regina and Nadra created a strategic plan focused on retention and recognition. Created to receive feedback from faculty regarding areas of improvement.

B. Mid-Year Update

J. Smith made a motion to to move to executive session.
S. Battle seconded the motion.
The board **VOTED** to approve the motion.

C. Board Fall Assessment Review

Dr. Carter gave review of Board Assessment. Discussed areas of opportunities and things the board is doing well.

Dr. Carter will connect with our Board Advisor to discuss the areas of opportunities.

IV. Finance Committee

A. AIP Update

Amendment and payoff letter has been submitted to AIP. AIP is in the progress of getting the loan approved. AIP is still making payments.

B. Monthly Financials

R. Zackery made a motion to September and October Financials presented in the previous committee meeting.
D. Carter seconded the motion.
The board **VOTED** to approve the motion.

V. Policy/Governance Committee

A.

Meeting Rules

B. Information Only

B17 was inquired during last committee meeting. Suggested that the board add a direct link to the website to Board on Track.

E2 to update the policy to 24 hours vs. 2 hours before the meeting.

H20 weapons in school, no changes.

VI. Other Business

A. Staff Pulse Survey

Will vote on the survey in January.

B. ED Evaluation Frequency Proposal

Consistent and frequent feedback. Suggestion was given to the board to merge the Pulse Survey and ED Evaluation to focuses on challenges.

C. Public Comment

Mrs. Davis was made aware that a parent was forced to eat outside with their child during lunch. Mrs. Davis had a discussion with the admin team. The atrium will be the designated area.

Parents are allowed to come to school for birthday celebrations. Celebrations are preferred during lunch hours.

Jamilia explained the protocols for the Board Committee and the meetings.

D. Executive Session

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

VII. 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 9:02 PM.

Respectfully Submitted,
J. Smith