APPROVED

Brighten Academy

Minutes

Brighten Academy Charter School Governing Board Meeting

Date and Time
Monday January 6, 2025 at 6:00 PM

Location
5897 Prestley Mill Rd, Douglasville, GA 30135

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

Directors Present
C. Claiborne, D. Carter, J. Smith, K. Moses (remote), M. Vitale, R. Finan, R. Zackery, S. Battle

Directors Absent
C. Burns Falker, N. Lord

Ex Officio Members Present
D. Davis

Guests Present
C. Sparks, Candy Yu, 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 Jan 6, 2025 at 6:08 PM.

C. Adoption of Agenda

J. Smith made a motion to adopt agenda as amended.
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 December 16th Brighten Academy Charter School Governing Board Meeting on 12-16-24.
The board **VOTED** to approve the motion.

II. Executive Director's Report

A. November Surplus Data

R. Zackery made a motion to approve November suplus presented in previous meeting.
J. Smith seconded the motion.
The board **VOTED** to approve the motion.

B. December Surplus Data

13 damaged book and 3 damaged chrome books--information only

C. Enrollment Update

Current FTE 808 -- as of next week 10 remaining openings

D. Facilities Update

Ms. Davis shared summary of update from Mr. Len--plan to replace at least one HVAC Unit per year.

III. Executive Committee

A. Strategic Teams Updates

Board Chair asked all teams to provide an update in next Board meeting

All charged with meeting to work on objectives.

B. Executive Committee Meeting

Next meeting January 27th to align with next Board meeting.

IV. Finance Committee

A. AIP Update

AIP property sold--balloon payment received.

B. Monthly Financials

November financials to be presented following committee review.

V. Policy/Governance Committee

A. Policy Review

S. Battle made a motion to approve policies B17/E2 and H20.
R. Finan seconded the motion.
The board **VOTED** to approve the motion.
Policy H21 Seclusions and Restraints was presented for information only to be up for vote in the next meeting.

VI. Other Business

A. Staff Pulse Survey

Dr. Finan shared update on survey created from strategic sub-group.

Question on duplication of survey already given to staff.

Ms. Davis shared trends from staff survey that was already completed. Results included: More administration visibility and consistency across grade levels. Less staff meetings. Considering adding 7Cs for staff as one example of addressing the trends identified. Evaluating the meeting schedule for the upcoming year as well.

Further discussion on necessity to offer additional survey to staff. Goal to assess experience. Suggestion to map previous survey to new survey for an evaluation of trajectory of response to change.

Discussion of clarity on governance and operational responsibilities in looking at new survey questions from the perspective of the Board.

Further discussion of opportunity to gather data during a climate of change and transition, specifically data coming from a Likert scale.

Question on the goal of the survey related to staff retention.

Explanation goal is to gather data points of overall experience during a time of transition and change.

Discussion to merge the previous staff survey with new survey questions to connect data points that Administration can use and Board can use.

Suggestion to delay new survey issuance toward the end of the school year. Bi-annual facilitation (fall/spring) to allow for action to take place between.
R. Finan made a motion to add new employee experience survey to adminstration's staff survey in April.
C. Claiborne seconded the motion.
The board **VOTED** to approve the motion.

B. Public Comment

Shared concern from a parent perspective regarding 3rd grade class in need of a teacher--request for consideration of an administrator to step into the classroom for the remainder of the school year for the impacted class.

Board Chair acknowledged commentor.

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 8:00 PM.

Respectfully Submitted,
J. Smith