APPROVED

Brighten Academy

Minutes

Brighten Academy Charter School Governing Board Meeting

Date and Time
Monday April 28, 2025 at 6:00 PM

Location
5897 Prestley Mill Rd, Douglasville, GA 30135

The Brighten Academy Governing Board will meet on Monday, April 28th, 2025 at 6:00 pm, in the Media Center.

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

Directors Absent
K. Moses, R. Finan

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 Apr 28, 2025 at 6:09 PM.

C. Adoption of Agenda

moved and seconded by C. Claiborne, passed unanimously

D. Approval of Minutes

moved and seconded by R. Zakery, 2 abstained, pass unanimously,

II. Executive Director's Report

A. March Surplus List

moved by R. Zackery, second C. Claiborne, passed unanimously

B. Contract Revisions

Katie Smith sent out contract information to the staff, and communication to the Board.
-Flex days were brought up, is it school or county-regulated, BACS recently did an amendment to the flex days listed in the contract; which is balanced with work days/sssalary schedule. Ultimately, it mirrors Douglas County
-J Smith moved for contract revisions to be approved, passed unanimously

C. Staffing Update

6th grade ParaPro has been identified and hired-as needed, but will be full time 35/26 school year

D. Workplan Dashboard

-Referrals from "Big 5" discipline incidents in March is higher than Jan/Feb but not as high as December. 60% are representing Big 5.
-March may have been higher due to the full month of instruction days in school/attendance and leading up to a break (spring break)
-climate score from Georgia DOE, score was 3
-attendance is tracking well, 95.87, higher than year to date

E. PTO Update

PTO President provided an update...
-Printer and Sign (for back of the school) was discussed...wish list asked for Sign in the back to display info and printer from Black and White to Color. The copier item is still going through contract negotiations.

-Mr. Len field renovations and yard work for side and received quote for service, may not do the field this year, may happen after the fundraiser in Fall/September
-PTO purchased fridge for teacher lounge, and coffee machine
-PTO will send out teacher appreciation info by April 29
-room parents can do door decorations this Saturday from 8am-11am, back media center side, Dr. Littles will assit

-C. Claiborne, inquired on if the fundraising efforts can be scheduled. PTO stated they are working on it now. C. Claiborne asked if we can coordinate so that we don't duplicate efforts

F. School Calendar of Events

-The calendar committee is headed up by Katie Smith along with staff to work on a better calendar workflow for the school. She presented their work during the meeting. Each month was displayed with tabs and the ones in ink are dates of significance/ This calendar work is helpful for the Board planning.
-The calendar represents a mix of school leadership planning, PTO events, professional development, and other events.
-There was mention of having the Fun Run on Wednesday but it was noted to keep in mind that professional development takes place on those days
-GMAS pep rally, each rally was about an hour
-The calendar as presented is final, as stated by Katie, but Jamilia Smith mentioned that additions to the calendar are still an option
-The Board needs to come up with a date for the Fun Run
-Board seeks to get school perspective on which days are ideal for this endeavor

III. Executive Committee

A. Strategic Teams Updates

no updates

B. Executive Director Search Update

Mrs. Green has accepted the role of Executive Director role and she gave a brief introduction

C. Board OnTrack Renewal

The membership term will start over on July 1 fee is $11,695
-The Board was encouraged to think about our use of the platform and its overall utility
-Goverenance coach and training come with the program
-J. Smith moved to approve contract renewal for 25/26 school year. R. Zakery seconded and passed unanimously

IV. Finance Committee

A. Monthly Financials

No financials to present but there was a de-brief about golf tournament
-There was a previous discussion about a follow-up conversation about the Golf Tournament
-Mrs. Harris sent out a follow up survey
-Planning to start at the beginning of the school year
-April 2, 2026 Golf Tournament next year
-Fee structure, tee boxes, sponsorship involvement, adult baskets (adult items)
-the creation of a golf tournament sub committee that will include Board members, staff, parents and community stakeholders; to be created soon
-idea of putting baskets online to be able to bid virtually (maybe MSB)
-May 12 will be an opportunity to discuss

V. Policy/Governance Committee

A. Information Only

C2 and C5 are ready for vote
R. Zakery made the motion and seconded by C. Clairborne and passed unanimously

VI. Other Business

A. Public Comment

B. Academic Year 25-26 Calendar Planning Process

C. Fundraising Calendar Planning for 25-26

D. Board Meeting Calendar for 25-26

C. Caliborne moved and C. Burns seconded, passed unanimously

E. Executive Session

J. Smith moved to go into Executive Session and R. Zakery seconded

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,
S. Battle