APPROVED

Brighten Academy

Minutes

Brighten Academy Charter School Governing Board Meeting

Date and Time
Monday August 18, 2025 at 6:00 PM

Location
5897 Prestley Mill Rd
Douglasville, GA 30135

The Brighten Academy Governing Board will meet on Monday, September 8, 2025 at 6:00 pm, in the Media Center.

Directors Present
C. Burns Falker, C. Claiborne, J. Smith, K. Moses, M. Vitale, S. Battle

Directors Absent
None

Ex Officio Members Present
D. Davis

Guests Present
A. Harris, C. Sparks, J. Crawford, K. Bemus, K. Boone, 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 Aug 18, 2025 at 6:00 PM.

C. Adoption of Agenda

J. Smith made a motion to Adopt the amended agenda to add the Executive Director's 90-day plan.
S. Battle seconded the motion.
The board **VOTED** to approve the motion.

D. Approval of Minutes

J. Smith made a motion to approve the minutes from Governing Board Meeting on 08-04-25.
C. Claiborne seconded the motion.
The board **VOTED** to approve the motion.

II. Public Comment

A. Public Comment

No public comment.

III. Executive Director's Report

A. ED Report

Achievement GMAS from the prior year highlights:
- BA outperformed Douglas County in multiple areas including Math and ELA.
- Reduction in Beginning Learners Math (19%) compared to County (28%) and state (23%)
- ELA (33%) exceeds County (26%) and State (28%)
- Science and Social Studies show room for growth in reducing Beginning Learners

Staffing Update:
- Resignation retracted from staff member. Staff member will fulfill commitment to contract for SY25-26 school year.
- 4th grade para hired. Start date September

Leadership Retreat
- Development of the Brighten Way Playbook

Local Chamber (FYI)

- Grow with Google
- ProcureConnect
- State of the District Address with Principal Davis

PTO Spirit Night
- Proceeds from Spirit Nights- $1375.00

Executive Director's 90-Day Plan:
- First 30 days focused on building relationships, reviewing data, and strengthening systems.

- Highlights:

- Completed stakeholder listening tour.
- Reviewed academic data, budget, contracts, policies and operational practices.
- Assessed branding, communications, and partnerships; identified opportunities for growth; created a Comms team that meets weekly.
- Began marketing and branding efforts for Birdies Fore Brighten and Friends of Phoenix.
- Began development of monthly progress newsletter (launching by August 31st).
- Reviewed facilities budget.
- Completed initial walkthroughs with the School Facilities Manager to prioritize maintenance needs.
- Coordinated facility plans for long-term improvements including safety, compliance, and school growth.
- Finalized structure and purpose of the new Parent Council (Parent Crew)
- Prepared materials highlighting differences between the Parent Crew and PTO.
- Scheduled first Parent Crew meeting to establish vision, roles, and opportunities for collaboration.

B. ED Items for Vote

J. Smith made a motion to Approve the surplus list presented in the previous meeting.
C. Claiborne seconded the motion.
The board **VOTED** to approve the motion.

IV. Executive Committee

A. Board Officer Election

The Board held an open vote, and Shauncey Battle was elected as the new Board Vice President.
The Board voted unanimously in her favor, and her new role is effective immediately.

V. Finance Committee

A. June Financials

C. Claiborne made a motion to approve the June financials presented in the last meeting.
S. Battle seconded the motion.
The board **VOTED** to approve the motion.

VI. Closing Items

A. Announcements

-The State of Education of Education will be held Tuesday, August 19th.
- Principal Davis explained STEM night.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:45 PM.

Respectfully Submitted,
J. Smith