APPROVED

Brighten Academy

Minutes

Brighten Academy Charter School Governing Board Meeting

General

Date and Time
Monday September 22, 2025 at 6:00 PM

Location
Brighten Academy

The Brighten Academy Governing Board will meet on Monday, September 22, 2025 at 6:00 pm, in the Media Center.

Directors Present
C. Burns Falker, C. Claiborne, J. Smith, S. Battle

Directors Absent
K. Moses, M. Vitale

Ex Officio Members Present
T. Pugh

Guests Present
A. Harris, C. Sparks, D. Davis, G. McGhee, K. Bemus, 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 Sep 22, 2025 at 6:23 PM.

C. Adoption of Agenda

J Smith moved
C. Clairborne seconded

D. Approval of Minutes

J. Smith made a motion to approve the minutes from Brighten Academy Charter School Governing Board Meeting on 09-08-25.
C. Claiborne seconded the motion.
Minutes from both August 18 and September 8 (September 10) meeting were approved.
The board **VOTED** to approve the motion.

II. Executive Director's Report

A. ED Items for Vote

J. Smith made a motion to approve.
C. Claiborne seconded the motion.
unanimous approval
The board **VOTED** to approve the motion.

B. ED Report

ED Pugh provided updates for information purposes...

Dashboard Work Plan update
-literacy; beginning of year screening is complete with notable updates, there were updates on dyslexia rates also
-attendance; 97% attendance rate
-student leadership; community circle leaders and student council elected
-iReady benchmark; fall testing complete

Enollment data
-19 on the waiting list, and overall enrollment is 818

Safety plan
-We are up to date on procedures in alignment with the office of the Commissioner of Insurance and Safety Fire

Discipline data
-decrease physical incidents by 3% is the goal

Other updates
-Fun fall is gearing up, the website has been created, the run will be on a Friday and official date has yet to be announced
-recruiting board social idea where we do meet and greets, in an open public space. The Chamber of Commerce has permitted us for October, November and December

Policy discussion; Booster club discussion...
Drama
Band
Athletics
Chorus

The booster policy was presented for information and reviewed by the Body and Administration.

C Clairborne submitted motion for review of Fundraising policy, seconded for C. Burns-Falkner, vote taken;
3 yes
1 opposed
motion carries

S Battle brought up the idea of looking into the work of the Policy committee and our ability to re-think the work of the committee, and how this looks. ED Pugh also commented on what this can look like moving forward. Chair Smith commented that we should avoid omitting the work of reviewing the policies as a governance body.

III. Executive Committee

A. Board Open House

We will move this effort to the Social event in lieu of a specific Board Open House

B. Board Role Descriptions

-An email was sent that provided this information for review by the Board and Admin
-Needs to be reviwed before next meeting for vote

IV. Finance Committee

A. Birdies Update

-We have a contract with golf course for a date
-there will be a chairperson for the golf event, C Clairborne gave an overview for the role of the chairperson and discussed that he would
-J Smith moved to yield authority to C Clairborne to select the Chair of golf event, C. Burns-Falkner seconded, passed

B. Birdies Golf Tournament Chair

-there will be a chairperson for the golf event, C Clairborne gave an overview for the role of the chairperson and discussed that he would
-J Smith moved to yield authority to C Clairborne to select the Chair of golf event, C. Burns-Falkner seconded, passed

C. Fall Fun Run

see above

V. Public Comment

A. Public Comment

Justin gave input and gratitude on his time at Brighten
-e rate update... fiber is installed in the server room; received quote from the installation of new equipment.

Chair J Smith moved to enter executive session, C. Burns-Falkner seconded, motion carried.

VI. Closing Items

A. Announcements

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:42 PM.

Respectfully Submitted,
J. Smith