APPROVED

Brighten Academy

Minutes

Brighten Academy Charter School Governing Board Meeting

General

Date and Time
Monday November 17, 2025 at 6:00 PM

Location
Brighten Academy

The Brighten Academy Governing Board will meet on Monday, November 17, 2025 at 6:00 pm, in the Media Center.

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

Directors Absent
M. Vitale

Guests Present
C. Sparks, D. Davis, G. McGhee, 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 Nov 17, 2025 at 6:07 PM.

C. Adoption of Agenda

J. Smith made a motion to adopt the amended agenda.
C. Claiborne seconded the motion.
Amendments:
- ED Report: Items A-E
- Announcement for local chamber events and state board education
The board **VOTED** to approve the motion.

D. Approval of Minutes

J. Smith made a motion to approve the minutes from Brighten Academy Charter School Governing Board Meeting on 11-03-25.
S. Battle seconded the motion.
Coriya Burns abstained

Voted for the Elections SOP. Passed.
The board **VOTED** to approve the motion.

II. Executive Committee

A. Governance & Charter Renewal Readiness Update

- Looking for 3rd party assistance to prepare for Charter Renewal.
- Goal is to vote at next meeting for a 3rd party company to assist.

B. Governance-Operational Alignment

The board attorney is preparing a tailored report for governance-operational alignment. More to come at the next board meeting.

III. Finance Committee

A. Finance Committee

C. Claiborne made a motion to Approve September financials.
S. Battle seconded the motion.
The board **VOTED** to approve the motion.

IV. Policy/Governance Committee

A. Board Elections SOP

S. Battle made a motion to Adopt the amendments of section 5 of the bylaws related to the elections process.

C. Claiborne seconded the motion.
The board **VOTED** to approve the motion.

B. Elections Bylaws Amendment

Suggestion: The board will work on a rubric and revised practices for candidates interested in joining the board.

V. Other Business

A. Announcements

- GCSA Conference held in March. Governing board members were encourged to attend
- ED Pugh and Katie Smith attended the Douglas County Chamber of Commerce Golf tournament.
- ED Pugh, along with other admin staff attended training.
- A new folder titled " Orientation" is now available on Board on Track.
- Birdies Fore Brighten date is secured. Two sponsors are secured. More information will be available after the Thanksgiving holiday.
- Shauncey Battle was a judge for the mock trials over the weekend.

VI. 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 6:37 PM.

Respectfully Submitted,
J. Smith