DRAFT

Brighten Academy

Minutes

Special Called Board Meeting

Date and Time
Friday November 7, 2025 at 8:00 AM

Location
Brighten Academy Charter School

The Brighten Academy Governing Board will meet on Friday, November 6, 2025.

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

Directors Absent
None

Ex Officio Members Present
T. Pugh

Guests Present
D. Davis

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 Friday Nov 7, 2025 at 8:00 AM.

C. Adoption of Agenda

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

D. Approval of Minutes

K. Moses made a motion to approve the minutes from Brighten Academy Charter School Governing Board Meeting on 10-07-24.
C. Claiborne seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Executive Director's Report

A. Items for Vote

Director Pugh discussed the details of Homecoming:

- Homecoming Coronation will be held on November 19, 2025
- The original venue was Greystone at no charge, but there was a change of venue due to capacity, with an additional cost of $1900.
- The building has a capacity of 125, and there will be under 100 people present.
- Venue is Room 612
- Mrs. Pugh is the signor/authorizer
- Decor, food (purchased from Publix)
- A waiver of liability was included in the contract. It releases Brighten from any liability.
- Every participant will be accompanied by an adult.
- Each attendee will have 4 tickets for family.
- Funds used for this event are through the school's rebate program in the school's cash reserves.
- Student Council will be in attendance to help support the Coronation.
- The waiver of liability will be signed at the venue on the day of the Coronation.
- Security will be provided by the venue.
- Total budget is not to exceed $3100

- Cary made a motion to approve funds no more than $3100.
Shauncey seconded it. APPROVED.

- Cary made a motion for funding to come strictly from ERC funds. Shauncey seconded it. APPROVED.

- Cary made a motion to delegate authority to Director Pugh to sign the contract. Shauncey seconded it. APPROVED.

- Shauncey approved Waiver of Liability subject to Council's review, Cary seconded it. APPROVED.

III. 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 8:23 AM.

Respectfully Submitted,
J. Smith