APPROVED

Brighten Academy

Minutes

Brighten Academy Governing Board Meeting

Date and Time
Monday January 12, 2026 at 6:00 PM

Location
Brighten Academy Charter School

The Brighten Academy Governing Board will meet on Monday, January 12, 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
T. Pugh

Guests Present
C. Sparks, D. Davis, G. McGhee, 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 Jan 12, 2026 at 6:00 PM.

C. Adoption of Agenda

J. Smith made a motion to adopt the amended agenda.
S. Battle seconded the motion.
-Bylaws vote to governance committee presentation

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 12-15-25.
K. Moses seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comment

A. Public Comment

No public comment

B. Aknowledgment of Guests

Ebony Hammonds
- Daughter is in the 6th grade, and they are looking for a school home.

III. Executive Director's Report

A. Executive Director

Risk and Compliance Updates
- E-Rate scheduled for 2/16 & 2/17

Risk and Compliance Incidents
-12/30/25
Internet & Phone Outage
PCS Tech restored service ($1500 fee)

Updates on Strategic Plan Implementation
- Leadership, Governance, External Affairs - ED Pugh

Plan for facility upgrades and expansion to add an auditorium or gymnasium space.
January 2026 - June 2030

Developers met with ED, Principal, Business Manager, and Facilities Manager to discuss options for renovating or building a gym or auditorium
Contractors submitted a proposal to review for next steps.

Implement comprehensive wraparound services for students and families.
Needs assessment; community MOUs (mental health, vision, dental); case management; attendance interventions.
June 2026
BACS Grocery Store, a student-led project designed to help families in need within our community.
Awaiting for soft launch date

Enrollment Data-
1st grade: 3 openings
3rd grade: 1 opening
4th grade: 3 openings
6th grade: 1 opening
8th grade: 5 openings

Matters for Noting

1. **The Phoenix Report: State of the School Address - Wednesday, January 14th at 5:00pm**
2. **Administrative Assistant Update - 3 candidates identified and interviews are being scheduled for this week**
3. **Facilities Updates**

- Carpet completed on 1st floor
- Door added to atrium wall under stairs for BACS Grocery Store
- Security swipes added to HR Department hallway
- The Maintenance Plan will be updated and documented in BACS's Playbook.

B. ED Items for Vote

J. Smith made a motion to Approve the surplus list.
M. Vitale seconded the motion.
December 2025 surplus - 1 Chromebook - damaged, 3 books - student lost/paid for
The board **VOTED** to approve the motion.

IV. Executive Committee

A. Board Table Talk Review Q 1

Discussed the next Board Table Talk date and time.

The board will confirm date and time by Friday, January 16th.

B. Douglas County Chamber Annual Gala

The Governing Board will purchase a table at the Gala under Board Development dollars to increase the schools credibility and deepen already established connections.
The Gala is March 14, 2026
6pm-11pm

V. Finance Committee

A. Finance Committee

- 2nd ERC payment of $650,000 was received in December.

November financials
-$3.97 million in reserves
-136 days cash on hand
-Budget amendment process is delayed.

Treasurer reviewed YTD financials.

B. Birdies Golf Tournament Update

-Website is live on MySchool Bucks.
-Cary and Matt will reach out to past golfers.

VI. Governance Committee

A. Info Only

Vote
-Change to the bylaws
Vice-Chair Shauncey put forth a motion to approve the amended by-laws to Sections 1-2. motion passed.

Information Only
- Standing Meeting Rules
Robert's Rule of Order. These rules can change every year. Committee looked through it during the work session. An electronic version of the Robert's Rule of Order will be sent to the board for review and vote will be held at the next board meeting.

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,
J. Smith