APPROVED

Brighten Academy

Minutes

Policy/Governance Committee Committee Meeting

Date and Time
Monday June 1, 2026 at 6:00 PM

Committee Members Present
J. Smith, M. Vitale, S. Battle

Committee Members Absent
None

Guests Present
C. Sparks, D. Davis, E. Hammonds, L. Bryant, R. Coffee, S. Littles

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Battle called a meeting of the Policy/Governance Committee Committee of Brighten Academy to order on Monday Jun 1, 2026 at 6:12 PM.

C. Approve Minutes

S. Battle made a motion to approve the minutes from.
J. Smith seconded the motion.

No formal motion was made for this set of meeting minutes but rather we discussed the fact that any discussion was in the larger group setting
The committee **VOTED** to approve the motion.

II. Policy/Governance Committee

A. minutes

H7 tabled. Importance of having a firm H7 policy as we head into the start of the next school year. Aubriel Cameron indicated that she would assist with development.

Athletics - Coach Gray presented the athletics packet for the 26-27 school year. Battle-Williams mentioned that the packet covered by Coach Gray was not a policy item. Instead, it should be viewed as a stand-alone handbook that should be presented to the board. Currently G2 and G2-R1 could benefit from using parts of the packet. Board member Bryant provided recommendations that will be shared with Coach Gray.

F39 - reviewed and looked to incorporate the attorney's suggested language. R. Coffee inquired about who qualified as eligible to participate. Chandell Johnson pointed out that substitutes were not eligible since they did not pay into the retirement system. Paraprofessionals were eligible since they did pay into the retirement system. Battle-Williams pointed out that participants were required to complete a request form and Davis should use the attorney's recommended suggestions to create the form.

F24 - taken off the table. Struck the portion about the fair dismissal period. Ready to bring to body for full vote at the next appropriate meeting.

B. minutes

H7 - still under review. Remains tabled

F24 Personnel Separation - add line for those who’ve separated to be able to return items to the school. Omits fair dismissal hearing.

F20- not prepared to come off the table

Policy for retaliation to be created. Refer to the Whistleblower policy.

Coach Gray presented the Athletic Packet.
Synopsis of the comprehensive plan that will allow us to proceed with our athletic program. Standardized procedure for tryouts and participation. Seeking consistency.

Example of using a rubric was presented. Goal is to set consistent expectations. Coach Gray Spoke to academic eligibility. Walked through the purpose, mission/values, philosophy, organizational structure (ask: get into the Douglas County athletic cycle), athletic department roles and responsibilities, program goals, eligibility requirements, and coaching expectations/hiring procedures.

For the sake of time, there was a pivot, and Coach Gray was asked to focus on any high level aspects of the athletics plan. The opportunity was provided to ask Coach Gray any questions since the board members read the document. Board member L. Bryant offered recommendations, strengthening Title IX and adding detailed financial structure, to name a few. Coach Gray was informed that all of the recommendations were written and would be shared via email. An audience member asked if volleyball was still in existence since conflicting information was shared with parents. Principal Davis explained how in an effort to ensure equity across the board, new tryouts will be held and will include performance rubrics. Volleyball is still happening.

S. Battle-Williams added policy G2 to be reviewed in conjunction with the athletics plan.

Policy F39 - Staff leave and Critical Days Policy was discussed. The original verbiage, context, counsel's commentary, and counsel's suggested verbiage were distributed and discussed. Question was raised, "Is there any flexibility for medical complications?" The answer was "Yes." Principal Davis directed attention to the portion that referred to blackout periods like the the Milestones testing. Coffee - "What are the exceptions parts of this policy?" Principal Davis explained exceptions are allowable, however, as much advanced noticed is necessary so it doesn't hinder school operations. Question: "Can we alter verbiage so its broadness applies to more situations?" Answer: "Yes." Question: "What documentation is required to prove a person's situation?" Answer: "That is an HR issue that has set guidelines to follow." Question: "Can counsel provide the 'designated form' referred to in the verbiage?" Answer: "Yes." Question: "Does a person have to submit for a PBL upfront?" Answer: "Yes. It's necessary to get the paperwork started." Question: "I'm looking at who's eligible. Are hourly employees eligible?" Answer: "Yes, depending on if they are paying into the system. Paraprofessionals- yes because they pay into PSERS. Substitutes do not. We may need to define who the hourly employee is." Question: "What is an acceptable timeframe for PBL submission immediately following the qualifying life event?" Answer: "We need to discuss that at the next meeting."

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 7:00 PM.

Respectfully Submitted,
S. Littles

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
S. Littles