APPROVED

Brighten Academy

Minutes

Brighten Academy Governing Board Meeting

Working Session

Date and Time
Monday July 13, 2026 at 6:00 PM

Location
Brighten Academy Charter School

The Brighten Academy Governing Board will meet on Monday, July 13, 2026 at 6:00 pm, in the school cafeteria.

Directors Present
E. Hammonds, J. Smith, L. Bryant, M. Vitale, R. Coffee, T. Cabrera

Directors Absent
None

Ex Officio Members Present
S. Wells, T. Washington-Knight (remote)

Non Voting Members Present
S. Wells, T. Washington-Knight (remote)

Guests Present

C. Sparks, D. Davis, S. Littles

I. Opening Items

A. Call the Meeting to Order

J. Smith called a meeting of the board of directors of Brighten Academy to order on Monday Jul 13, 2026 at 7:20 PM.

B. Record Attendance

C. Adoption of Agenda

J. Smith made a motion to to adopt agenda for 7/13.
R. Coffee seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approval of Minutes

L. Bryant made a motion to approve the minutes from Brighten Academy Governing Board Meeting on 06-15-26.
R. Coffee seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Vitale	Abstain
R. Coffee	Aye
J. Smith	Aye
L. Bryant	Aye
T. Cabrera	Aye
E. Hammonds	Aye

II. Public Comment

A. Aknowledgment of Guests

Turkessa Carter inquired about staffing plans for the upcoming school year, specifically asking whether a new 8th grade math teacher has been hired and, if not, whether the board anticipates bringing someone under contract. Carter emphasized the importance of ensuring continuity and adequate instructional support for middle-grade mathematics.

Kriston Peterson addressed the board regarding the protection of student-issued devices. Peterson shared information about available insurance options for families and noted that they will provide hard-shell protective cases to reduce breakage and extend the usable life of student technology. Peterson encouraged continued communication with families to ensure they understand both the insurance process and device-care expectations, if we accepted insurance option she had shared.

Reeves raised several items related to parent engagement and school operations. These included requests for improved parent access to student information, questions about recruitment and retention strategies for faculty and staff, and concerns regarding consistency in disciplinary actions. Reeves also referenced the school's core values and encouraged stronger accountability measures aligned with those values.

III. Executive Committee

A. Comp Analysis

The board reviewed the Comprehensive Compensation Study Proposal submitted by HR Unlimited Consulting LLC for Brighten Charter School. The study includes full compensation benchmarking for all FY27 staffing positions, development of salary ranges, internal pay-equity analysis, and a written report with recommendations. The consultant will benchmark Brighten's salaries against Douglas County, Paulding County, Carroll County, Georgia charter peers, GaDOE data, and BLS wage data. During discussion, the board agreed to add Cobb County School District as an additional market comparator to strengthen regional salary benchmarking and ensure broader competitive analysis at the total project cost of $5,750. The board further agreed that the Finance Committee will oversee and carry out the process once the proposal is signed. This study will provide school leadership with a thorough, data-driven analysis of current compensation across all staff categories.

M. Vitale made a motion to approve the Comprehensive Compensation Study Proposal from HR Unlimited Consulting LLC, including the addition of Cobb County School District as an added market comparator, at the total project cost of $5,750, and direct the Finance Committee to oversee the process.
E. Hammonds seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Board On Track Contract Renewal

J. Smith made a motion to renew the BoardOnTrack Contract.
E. Hammonds seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Strategic Support Task Force

Establishing a committee called SEFAC (Staffing Equity & Fiscal Alignment Committee).

D.

2026-2027 Transition Update

Ms. Washington-Knight and **Ms. Wells** were formally introduced as members of the incoming leadership team. Assistant Principals **C. Sparks** and **S. Littles** expressed that they had **no concerns** regarding the transition.
Ms. Wells provided closing remarks, offering her appreciation to the Board, staff, and community. She extended **thanks for the support** shown throughout the transition process and affirmed her commitment to a smooth, collaborative start to the new school year.

E. Executive Session

J. Smith made a motion to to move into Executive Session.
E. Hammonds seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Executive Session Voting Matters

J. Smith made a motion to empowered Board Treasurer M. Vital and Board Member R. Coffee to execute a short-term technology solution.
E. Hammonds seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Finance Committee

A. Finance Committee

Monthly Financials

- **Year-to-date (YTD) revenues** through May were **$10.60 million**, exceeding the budget by $137K, mainly due to ERC refunds.
- Net income remains positive, with a YTD surplus of $630K and a May monthly surplus of $74K.
- Cash balance at the end of May was $5.24 million, representing about 192 days of operating cash on hand.
- The school continues to meet all state financial performance standards and maintains a strong financial position

V. School Leadership Report

A. Information Only

Communication & Operations

- **Open House/Calendar:** Information is being shared; dissemination is ongoing.
- **Master Schedules:** In progress and being communicated to stakeholders.

Facilities & Safety

- **Safety and Security:** Updates are being communicated; focus remains on maintaining a secure environment.
- **Emergency Response Plan:** Plan is under review and part of ongoing communication.
- **School Operations:** Efforts are underway at the district level to streamline and coordinate operations.

Curriculum & Staffing

- **Curriculum:** No specific update provided in this report.
- **Staffing:** 18 new staff members are completing onboarding paperwork. Recruitment for an 8th grade math teacher is active, with candidates under consideration.

School Nutrition

- **Update:** The school nutrition program has been reviewed and is cleared for operation.

Dress Code

- **Recommendation:** A one-page summary was shared with leadership. The current dress code policy will remain in place for now, with a plan to review and update the policy over the next year.

Athletics

- **Update:** No major changes. A participation waiver has been distributed. Dates for tryouts and summer camp have been shared. Leadership is working to strengthen the structure and communication for athletics.

VI. Governance Committee

A. Info Only

Social Media Policy is under review
Website Update under review

B. Items for Vote

Discipline Policy - tabled for further review

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 9:43 PM.

Respectfully Submitted,
J. Smith