DRAFT

Brighten Academy

Minutes

Policy/Governance Committee Committee Meeting

Date and Time
Monday November 16, 2026 at 6:15 PM

Committee Members Present
E. Hammonds, J. Smith, L. Bryant, R. Coffee

Committee Members Absent
None

Ex Officio Members Present
T. Washington-Knight

Guests Present
C. Sparks, S. Littles

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

E. Hammonds called a meeting of the Policy/Governance Committee Committee of Brighten Academy to order on Monday Nov 16, 2026 at 7:36 PM.

C. Approve Minutes

L. Bryant made a motion to approve the minutes from Policy/Governance Committee Committee Meeting on 10-05-26.
J. Smith seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
E. Hammonds	Aye
J. Smith	Aye
R. Coffee	Aye
L. Bryant	Abstain

II. Policy/Governance Committee

A. Info Only

The committee discussed proposed policy and procedure updates concerning hiring actions, appointments, and family member contracts. Members will create a new policy and use some language from policy B3. In addition, members agreed to remove the language in Section B5-R1.

B. Discussion

Items Up for Vote:
F12: Internal Candidates
F36 - Staff Telework Program
F36-E1 - Staff Telework Agreement and Schedule
F37 - Staff Participation in Political Activities
F38 - Staff Protection
F40 - Code of Ethics for Staff
G7: Concussion/Return to Play (added the return to learn language)

Under Review:
F39 - Staff Leave - Remains under staff review
H7: Food Service Charges - Remains under staff review
B1-E1 - Remains under staff review

Annual Policy Review (November):
F41: Personnel Evaluations
F41-E1: Professional Development Plan Template - No revisions at this time, will revisit for next school year.
F42: Upgrades in Certification and Pay
F43: Overtime for Non-Exempt Employees
Review of DCSS Policies/Updates - No updates
Review of GADOE Policies/Updates - Advanced Mathematics Requirements, which requires local education agencies to automatically enroll eligible students in Advanced Mathematics courses beginning in the 2027–2028 school year. Eligibility is based on

distinguished learner or proficient performance on state mathematics assessments and other approved measures. The policy includes provisions for parental opt-out, support for student readiness and success, and communication with families regarding course access and postsecondary benefits. The policy was adopted on September 23, 2026, and becomes effective October 13, 2026.

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 8:07 PM.

Respectfully Submitted,
E. Hammonds