



# DeKalb Brilliance Academy

## FY26 Full Board Meetings

Published on July 28, 2025 at 6:15 PM EDT

---

### Date and Time

Monday July 28, 2025 at 7:00 PM EDT

---

### Pre-work:

- Review minor proposed policy revisions (in red) in [staff](#) and [student/family](#) handbooks recommended by DBA lawyers
  - Familiarize yourself with meeting [slides](#)
- 

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:00 PM</b>
<b>A.</b> Record Attendance		Tiayana Logan	5 m
<i>Connector: if you could be instantly good at anything, what would it be and why?</i>			
<b>B.</b> Call the Meeting to Order		Michael Freeland	1 m
The [MONTH] meeting of the DeKalb Brilliance Academy Governing Board is called to order at [TIME].			

Anyone that is here for public comment, please indicate by signing up on the clipboard in the back OR in the chat in zoom by X:10 PM if you would like to make a comment.

	Purpose	Presenter	Time
We will have two minutes for each speaker, in the order in which we receive the request to comment.			
C.	Approve June meeting minutes	Approve Minutes	Tiayana Logan 2 m

## II. Meeting opening 7:08 PM

A.	Mission and Vision	FYI	Michael Freeland 3 m
----	--------------------	-----	-------------------------

**Our mission:** With unwavering commitment to exceptional academics, leadership development, and community collaboration, **DeKalb Brilliance Academy** prepares all Kindergarten-8th grade students to thrive in high school and college, have fulfilling careers, and become impactful leaders in our communities.

**Our vision:** Each child will know and leverage their unique brilliance to critically analyze the world around them and to design a better and more equitable future.

B.	Board Commitments	FYI	Michael Freeland 2 m
----	-------------------	-----	-------------------------

- **Build excellence:** We know that an excellent school starts with an excellent founding team. We come to our time together well-prepared, fulfill our commitments, and generate new ideas to accomplish our goals.
- **Stay engaged:** We stay engaged by “remaining morally, emotionally, intellectually, and socially involved in the dialogue.”
- **Embrace disagreement:** We value disagreement and agree to bring issues into the open. It is through dialogue, even when uncomfortable, that we grow as a team to best serve our students.
- **Take responsibility for intent and impact:** We assume best intent, and also take responsibility for the impact of our actions.
- **Process, not the people:** We know that everyone is working hard for the team, and look first at how to change the process, policies, or plans when we don’t reach our goals.

C.	Public Comment	FYI	Michael Freeland 10 m
----	----------------	-----	--------------------------

If people sign up:

- **Transparency:** Board meetings are a public forum to provide transparency into the governance of the school. Engagement from the community is strongly

	Purpose	Presenter	Time
--	---------	-----------	------

encouraged and vital to that governance. We value and appreciate the input from our community members. As we proceed with public comments, we would like to remind everyone of the following guidelines:

- Time Limit: A total of 30 minutes shall be set aside for public comment. Each speaker will have a maximum of 2 minutes to speak. A speaker may not sign up to speak more than once during the same public comment period
- Board Action: The board cannot respond to public comment in the meeting, and in general needs to listen, and then follow up after the board meeting, this is because the board acts through policies and votes as a governing body, not through individuals, so we cannot respond until the board has the information to respond as a group (as opposed to individually), as applicable. We understand this can feel awkward, but please know that we are taking careful notes and take all feedback to the board seriously. The board will direct an appropriate committee or the Head of Schools to engage in responding at a later time as necessary and appropriate.
- Scope of discussion: Please be aware that certain topics cannot be discussed during the public comment period. These include, but are not limited to, pending investigations or legal matters, personnel matters, confidential student information and matters, and issues that are subject to ongoing grievance or complaint procedures. Any attempt to discuss these topics during public comment will not be permitted.
- Discourse: Speakers are encouraged to maintain decorum and present their comments in a civil manner. The Governing Board reserves the right to request any speaker engaging in defamatory comments to cease. We appreciate your cooperation and understanding in adhering to these guidelines.
- Any disruptive members of the public will be asked to cease their disruption to allow the Board meeting to continue. If the disruption continues, the disruptive member will be asked to leave the meeting.
- Start public comment: "the order we have for public comment is XYZ"

If people do not sign up: "seeing no requests for public comment, we will move to the next section of our agenda"

### III. Committee Updates

7:23 PM

#### A. Committee Updates

FYI

Michael Freeland

5 m

- No committee meetings in June
- Finance reports combined for June and July (board will see in August meeting)
- We are looking for both a Secretary and a Vice Chair
- Purchase of adjacent land parcel moving forward, with August 15 closing date

	Purpose	Presenter	Time
<b>IV. School Leadership Report Out</b>			<b>7:28 PM</b>
<b>A. School Leader Report Out</b>	FYI	Jocelyn Alter	10 m
See slides <a href="#">here</a> .			
<b>V. Board Votes</b>			<b>7:38 PM</b>
<b>A. Approval of Handbook and Policy Revisions</b>	Vote	Michael Freeland	5 m
<b>Decision 1: Approval of Handbook and Policy Revisions</b>			
<b>Suggested Motion Language:</b> <i>Move to approve the recommended revisions from the school's legal counsel in the <a href="#">Staff Handbook</a> and <a href="#">Student &amp; Family Handbook</a>, as submitted to the Board.</i>			
<b>Decision 2: Vote on FY25 Executive Bonuses</b>			
<b>Suggested motion language:</b> <i>Move to approve the issuance of FY25 executive merit bonuses, not to exceed \$5,000 per eligible executive, in accordance with the terms outlined in their employment contracts and at the Board's sole discretion.</i>			
<b>VI. Closing Items</b>			<b>7:43 PM</b>
<b>A. Team shoutouts</b>	Discuss	Michael Freeland	5 m
Align shoutouts to board agreements:			
<ul style="list-style-type: none"> <li>• <b>Build excellence:</b> We know that an excellent school starts with an excellent founding team. We come to our time together well-prepared, fulfill our commitments, and generate new ideas to accomplish our goals.</li> <li>• <b>Stay engaged:</b> We stay engaged by “remaining morally, emotionally, intellectually, and socially involved in the dialogue.”</li> <li>• <b>Embrace disagreement:</b> We value disagreement and agree to bring issues into the open. It is through dialogue, even when uncomfortable, that we grow as a team to best serve our students.</li> <li>• <b>Take responsibility for intent and impact:</b> We assume best intent, and also take responsibility for the impact of our actions.</li> </ul>			

	Purpose	Presenter	Time
	<ul style="list-style-type: none"> <li>• <b>Process, not the people:</b> We know that everyone is working hard for the team, and look first at how to change the process, policies, or plans when we don't reach our goals.</li> </ul>		
<b>B.</b>	Meeting closing	FYI	Michael Freeland
			5 m

- **Next meeting:** August 25, 2025 at 7 PM
- Meeting feedback survey: <https://forms.gle/ti4WRQRLBW44rzFF9>
- Action items:

### **Complete Background Check**

We are using the same provider (JDP), but they have a new platform and look. You should have received an individual email invitation to complete the check. Please reach out if you didn't receive it.

### **Complete and Upload Board Forms**

Please complete the [board commitment, conflict of interest, and confidentiality \(combined form\)](#) and upload to [this folder](#)

### **Save the Date/Block your Work Calendars for Required SCSC Board Training**

All board members in their first or second year must attend in-person State Charter Schools Commission (SCSC) governance training this year. Save one of the following dates and locations:

- **November 5–6:** Middle Georgia State University (Macon)
- **February 11–12:** Loudermilk Conference Center (Atlanta)

Day 1 is a half-day session for new board members only; Day 2 is a full-day training for all board members in their first two years of service. Registration links will be available on the SCSC website by September.

<b>C.</b>	Adjourn Meeting	FYI	Michael Freeland
-----------	-----------------	-----	------------------

*Now we will adjourn our board business.*

*As a reminder, we don't need a motion to close - I will just ask if there is any further business, and if there is none, we can adjourn board business. Do we have any further board business to discuss?*

<Pause>

	Purpose	Presenter	Time
<i>Seeing none, I adjourn official board business.</i>			

# Coversheet

## Approve June meeting minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve June meeting minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for DeKalb Brilliance Academy Board Meeting on June 23, 2025



## DeKalb Brilliance Academy

### Minutes

#### DeKalb Brilliance Academy Board Meeting

---

##### Date and Time

Monday June 23, 2025 at 7:00 PM

##### Location

All meetings occur at the school's primary address: 2575A Snapfinger Road, Decatur, GA 30034.

Register to attend online at <https://us02web.zoom.us/meeting/register/tZUqd-2uqTliHNbQk4Rtf5l6MoBLdAEPBC29>

If you have any trouble attending a board meeting, call or text our Head of School, Jocelyn Alter, at 404-618-2242.

---

##### Pre-work:

- Review minor proposed policy revisions (in red) in [staff](#) and [student/family](#) handbooks, and revised [sexual harassment/title IX policy](#)
- Review [consent for resolution for property purchase](#) and [fact certificate](#) for adjacent land parcel
- Familiarize yourself with meeting [slides](#)

---

##### Directors Present

---



B. Hartman (remote), B. Howell (remote), B. Riley (remote), C. Payton (remote), J. Akpan (remote), J. Counts (remote), M. Freeland (remote), M. Greene, Q. Johnson (remote), T. Ruffin (remote)

#### **Directors Absent**

C. Armour, Jr., T. Egbuna

#### **Directors who arrived after the meeting opened**

M. Greene

#### **Ex Officio Members Present**

E. Parks, K. Herbert

#### **Non Voting Members Present**

E. Parks, K. Herbert

#### **Guests Present**

J. Alter, T. Logan

---

### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

M. Freeland called a meeting of the board of directors of DeKalb Brilliance Academy to order on Monday Jun 23, 2025 at 7:08 PM.

#### **C. Approve May meeting minutes**

Q. Johnson made a motion to approve the minutes from DeKalb Brilliance Academy Board Meeting on 05-22-25.

J. Counts seconded the motion.

The board **VOTED** to approve the motion.

#### **Roll Call**

J. Counts	Aye
T. Egbuna	Absent
B. Howell	Aye
Q. Johnson	Aye
C. Payton	Aye
M. Greene	Absent
C. Armour, Jr.	Absent
B. Riley	Aye
M. Freeland	Aye

#### Roll Call

B. Hartman Aye

J. Akpan Aye

T. Ruffin Aye

## II. Meeting opening

### A. Mission and Vision

Brittany read the mission & Chawn read the vision

### B. Board Commitments

### C. Public Comment

no public comment

## III. Academics

### A. Academic Committee Update

M. Greene arrived at 7:16 PM.

## IV. Board Votes

### A. Approval of Property Purchase and Loan Documents

Q. Johnson made a motion to I move to approve the Consent Resolution for Property Purchase and LFFF Loan and the related Fact Certificate, authorizing DeKalb Brilliance Academy to acquire the property located at 2300 Park Central Boulevard and enter into an acquisition loan of up to \$1.25 million with LFF Fund LLC, as detailed in the provided documents.

B. Howell seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

M. Greene Aye

B. Riley Aye

B. Howell Aye

J. Akpan Aye

M. Freeland Aye

B. Hartman Aye

C. Payton Aye

J. Counts Aye

T. Ruffin Aye

C. Armour, Jr. Absent

T. Egbuna Absent

Q. Johnson Aye

## B. Approval of Handbook and Policy Revisions

C. Payton made a motion to Move to approve the revised Staff Handbook, Student & Family Handbook, and Sexual Harassment Policy, as submitted to the Board.

Q. Johnson seconded the motion.

The board **VOTED** to approve the motion.

### Roll Call

J. Counts	Aye
M. Freeland	Aye
C. Armour, Jr.	Absent
T. Ruffin	Aye
B. Howell	Aye
Q. Johnson	Aye
J. Akpan	Aye
B. Hartman	Aye
C. Payton	Aye
T. Egbuna	Absent
M. Greene	Aye
B. Riley	Aye

## C. Head of School Contract

J. Counts made a motion to I move to approve the Head of School contract for Jocelyn Alter for the 2025–2026 school year, as presented by the Board.

Q. Johnson seconded the motion.

board is looking to pursue multiyear contract, and will have further discussion on this before the next contract renewal.

The board **VOTED** to approve the motion.

### Roll Call

C. Payton	Aye
M. Greene	Aye
M. Freeland	Aye
B. Howell	Aye
B. Riley	Aye
B. Hartman	Aye
T. Egbuna	Absent
T. Ruffin	Aye
Q. Johnson	Aye
J. Counts	Aye
C. Armour, Jr.	Absent
J. Akpan	Aye

## V. Closing Items

### A.

