



Committee Agendas May 9, 2011

Executive

Brighten Board To-Do's

- Set up a meeting with district board members, introduction of new board members
- Arrange a formal inquiry with the district for a list of under or un-utilized facility space available
- Select date for strategic planning (If you Have not provided available dates, please give those to Kelly so we can move forward with scheduling)
- Create board member rotation plan for monthly sit in with PTO meetings
- Create 5 year growth projection plan to coordinate with our facilities planning (Kelly is preparing)
- Seek continuing resolution with district funding
- Consideration to move Board meetings to the 2nd meeting of the month and hold committee meetings the 1st meeting of the month
- Form Sub-Committees/ Identify leaders and Contributors for committees, Seek parents, staff and community leaders

Examples for Sub-Committees would be:

1. New Facility/Finance
2. Community out reach/Awareness
3. New Fundraising Campaigns/Capital Campaigns and Technology Campaigns
4. Marketing/Social Networking
5. Landscape/Playground
6. Esplost/Research

These Sub-Committees would go beyond our normal housekeeping duties so we could focus on specific items of information as they pertain to Brighten's ever changing needs. Then, come together as a board with the information to make an educated decision on those specific items. This will also allow us to share equally the workload so that the impact we have on Brighten is a BIG one.

Planning and Organization/Instruction

- Welcome Carmin to P&O Comittee to discuss budget priorities
- Policies
 - Board Member Background Check (Brian)
 - Facilities Use Policy (Lisa)
 - Surplus Funds (Kelly)

- Financial Reports (Lisa)
- Dress Code (Lisa)
- Discipline Matrix (Lisa)
- Update on Discovery Camp
- Marketing Ideas (Dee)
 - Consideration of offer by Douglasville Patch to write a weekly blog or column on education related topics.
 - Brighten 5th year anniversary - big fundraiser/celebration
 - DeNucci's 3rd grad class "Brighten Market" project & fundraiser - potential to open to the press

Facilities/Technology

- Draft Asbestos plan (Getting more info, we will probably need a certified inspection of the facilities by a qualified agent to identify if any area/materials that may contain asbestos. Once know we can proceed to draft a plan)
- Go over contracts from Arrow Exterminating concerning Termite bait system install and annual maintenance (we can not set up install until we have been reimbursed from the facilities grant)
- Plan times and dates to meet with investment bankers for new facilities planning
- Identify some institutional contractors/design build teams in the area for our facilities planning

Finance

- Reallocating funds