



Brighten Governing Board Meeting Summary

December 13, 2010

- Fifth grade parents and students were recognized during spotlight.
- Doug Kuykendall has done much maintenance at Brighten. A. Andrew suggested paying a flat rate for repairs and hiring a part-time non-benefits eligible person for maintenance.
- Salary adjustment for Curriculum Director will be added to Committee agendas in January and included in the budget amendment to be conducted at the next meeting in January.
- B. Rose will complete Curriculum Director's mid-year evaluation this week. S. Fredenberg will assist.
- Grant writer's position was posted and only received 1 response from Research Associates. A motion was passed to authorize up to the \$8000 previously approved to pursue their services.
- K. Cadman contacted the individual who inquired about helping us through the GA Works program and will proceed with getting her assistance through L. McDonald.
- K. Cadman updated the board on the possibility of using bonds to support our long term facilities plan. K. Cadman has reached out to D.A. Davidson and has completed a preliminary questionnaire to determine if we are a "bondable" entity – seems from the answers on the survey that we are in a very good place. Russ Caldwell from D.A. Davidson will come and present to our board (approx. 1.5 hours) on a non-board meeting night in Jan. or Feb.
- December communiqué will go out in January and will include updated financials, fundraising updates and future efforts, election info, legislative agenda and call to action (GPAN).
- Board Elections for this cycle will work under the current charter. Board members elected in March election will have priority to enrollment. Discussion to modify the by-laws to conduct board elections annually in early Feb. prior to enrollment will allow for the new member to shadow until April. Will revise by-laws in January. This year's elections will be in March. Newly elected members will shadow for one month. Priorities for candidates are expertise in facilities, fundraising/marketing, HR/Organization/General Business, Educator. Will post on website, seek out other sources, will talk with Leadership Douglas graduates.
- Add board intern from high school alum (10th -12th grader). K. Cadman and L. McDonald will discuss qualifications and job description. L. McDonald will reach out to the Brighten alumni.
- Authorization to sign contract for golf tournament was approved.
- Contractor will pay for expense to bring handrails up to code.
- Financials ending October were presented. Budget will be revised in January. Will investigate the possibility of collecting funds from admin fees for SUTA, etc. that should not have been taken out. C. Takeuchi is investigating. A call is in to DCSS to inquire about social security to see if it was taken out of both SS and TRS.
- A motion was passed to authorize J. Noles to execute the contract from the golf tournament.

- Mark Smith was thanked for excellent service to the board.
- Tree of Life flyers for Christmas ornaments didn't get much response. Try again for Easter eggs under the tree.
- Case load climbing for special education teachers. On the verge of needing a new one by Jan/Feb. Need to go ahead and budget in Jan for part time remedial/SPED. Included in budget revisions in January.
- Finance committee still needs more discussion on the finance policy. Tabled until January.
- Awarded \$90,000 facility grant. Will check bids in January.
- L. McDonald presented the charter report.
- Need 7th and 8th grade Spanish books and 7th grade Social Studies books. Perhaps fundraising efforts will help.
- SRA Corrective Reading teacher found within staff.
- Visited several schools to support project based learning.
- Classroom surveys were positive.
- Delivered charter report to DCSS. Good feedback.
- Kay Turner will look into the funding concerns. Meeting is scheduled with L. McDonald and C. Takeuchi.
- Begin work to get added to next SPLOST.
- PTO will provide \$500 to sponsor Parent Mentor Program.
- Website is getting favorable reviews.
- Outstanding money due to school is an issue. New leadership in ASP will help. Looking into collection agency.
- Multi-residence will be checked by Mr. Tysver.
- Re-enrollment packets to current families are due back 1/21/11.
- Lottery is 3/7/11.
- Concrete for fence can't be done until it warms up.
- Carpet was replaced over Thanksgiving.
- Audit is finish.
- Switching payroll companies in January.
- Brighten Blizzard made \$800 in profit.
- Variety show in the planning stages.
- PTO is looking at more playground equipment.
- C. Takeuchi has completed board training.