



BOARD OF DIRECTORS MEETING MINUTES **BRIGHT STAR SCHOOLS**

A meeting of the Board of Directors at Bright Star Schools was held on **Monday, December 6th, 2021** via teleconference, pursuant to notice duly given.

In attendance via teleconference were Board Chair Andrew Murr and Board Members Dora Dome, Robin Elledge, Manny Aceves, Andrew Wang, Lois Levy, Jen Cole, Marisol León, and Larry Klein.

BSS staff in attendance via teleconference were Olivia Ray, Hrag Hamalian, Laura Gonzalez Reed, Saman Bravo-Karimi, Marni Parsons, China Habte, Michael Hoover, Ahjia Moore, Darryl Garris, Sunil Kewalramani, and Leeann Yu.

General Session

1. **Call Meeting to Order + Introduction of Guests:** Meeting called to order at 6:04pm by Board Chair Andrew Murr.
2. **Public Comment Period** (for items not on the agenda): none made
3. **Guest Speakers: Michael Hoover & Ahjia Moore, School Culture and Restorative Practices** - Michael and Ahjia introduce themselves as Senior Director of School Culture and Director of Restorative Practices. They shared the scope of their work and their semester 2 initiatives relating to professional development for leadership, school culture, behavior management system alignment, restorative justice, student leadership, and framework development.
4. **Executive Director Presentation** - Hrag Hamalian presented on the following topics
 - **Development (Giving Campaign)** - Hrag presented on the Annual Holiday Giving Campaign to raise money for the Alumni Support and College Support (ASCS) Program and shared details including the campaign timeframe, fundraising goal, reasoning for setting that goal, current progress, why it is important to invest in BSS alumni, and how Board members can support the campaign.
 - **Review of Compliance Monitoring Form for all Bright Star Schools (SECA, SMCA, BSSCA, RKES, RKMS, RKHS, VAES, VAMS, VAHS)** - Hrag explained that LAUSD monitors each charter public school's compliance, the compliance oversight process, and the actions required by Bright Star Schools including Board Compliance Review and the completion of the Compliance Monitoring Form, which was shared with the Board prior to the meeting.
5. **Vice President of Student and Family Services Presentation** - Marni Parsons presented on the following topic
 - **Reducing Credits for the Classes of 2022, 2023 and 2024** - Marni explained the reasoning behind reducing the number of credits required for graduation for the classes of 2022, 2023, and 2024 from 220 to 200 due to some students' challenges in passing courses due to COVID-19. She shared that the reduction of credits will still meet the A-G

requirements for students to be prepared for UC applications (180 credits) as well as the California state requirements for high school graduation.

6. **Chief Operations Officer Presentation** - Leeann Yu presented on the following topics
 - **Purchase of Projectors for BSSCA Classrooms** - Leeann presented on two vendor options for purchasing projectors for Bright Star Secondary Charter Academy, that Trafera was selected as the vendor, and the timeline for delivery, installation and estimated cost.
 - **COVID Updates - Procedures and Vaccinations** - Leeann shared the CDC transmission guide regarding risk and total new cases, including LA County's current status and the LADPH framework if LA County sees a decrease in cases. She shared potential changes to Bright Star Schools restrictions due to COVID-19 mandates in January depending on LA County's tier at that time. She also provided updates on the COVID-19 Vaccine Mandate set forth by Governor Newsom, the timeline for the implementation of the mandate, and its impact on Bright Star staff and students including Bright Star's plan for implementation.

7. **Chief Business Officer Presentation** - Saman Bravo-Karimi presented on the following topics
 - **Financial Dashboard - BSS Monthly Financials, including the Income Statement, Balance Sheet, Cash Flow Forecast, and Budget-to-Actuals** - Saman reviewed the Monthly Financials including the Income Statement, Balance Sheet, Cash Flow Forecast, and Budget-to-Actuals. He discussed the financials in relation to ADA/enrollment and shared additional updates on the state budget, budget considerations, budgeted estimates, net income outlook, enrollment, and specific challenges surrounding attendance this year due to COVID-19.
 - **Facilities Updates**
 - **LAUSD Education Specifications** - Saman shared that the Rise Kohyang Middle School Prop 51 project requires that Bright Star Schools adopt LAUSD Education specifications for the project. He outlined that BSS would adopt the the LAUSD specifications with deviations approved by LAUSD.
 - **LAUSD Zoning Exemption for RKMS Project** - Saman presented about the resolution to approve the RKMS project's application for an LAUSD zoning exemption, what that application entails and the reasoning for applying.
 - **VAMS Bond Sale** - Saman shared that there was a successful sale of the Valor Academy Middle School Bonds, he shared the credit rating received and details on the sale.
 - **RKHS 3500 1st St (Prop 51)** - Saman provided an update on the funding, construction meetings and construction mobilization timeline for the project
 - **RKMS 1700 Olympic (Prop 51)** - Saman provided an update on the timeline for the pending DSA approval and LAUSD approvals for the project.
 - **VAES Plummer** - Saman provided an update on the timeline for the preliminary site plan, community engagement plan, and meeting with the Office of Historical Resources for the project.

8. **Committee Presentations** - Larry Klein shared that the Governance Committee discussed the Board Retreat, received a presentation on the new Bright Star Schools website, and discussed the Parent Board Member Policy. Lois Levy shared that the Academic Committee received a presentation about the Family Needs Assessment survey, and she shared information about the survey results. She also shared that the committee heard about the Alder Teacher Residency program that Bright Star will be participating in to assist with teacher recruitment and diversity of staff, and shared details about the residency program's cost and commitment for residents. Andrew Wang shared that the Finance Committee's received presentations on BSSCA projector purchase, monthly financials, facilities updates, the VAMS bond sale, ADA and budgeting.

9. **Approval of (consent agenda)** Lois Levy made the motion to approve, Marisol Leon seconded the motion; the motion passed unanimously.

- **Governance**

- i. Minutes from October 2021 Board Meeting
- ii. Minutes from November 2021 Governance Committee meeting
- iii. Minutes from December 2021 Finance Committee meeting
- iv. Minutes from November 2021 Academic Committee meeting
- v. Resolution of the Board of Directors of Bright Star Schools considering the continued state of emergency and circumstances for Board meetings by teleconference pursuant to the Brown Act
- vi. Resolution of appreciation to Bright Star Schools staff and families for their dedication this year

- **Compliance**

- i. Compliance Monitoring Form for all Bright Star Schools (SECA, SMCA, BSSCA, RKES, RKMS, RKHS, VAES, VAMS, VAHS)

- **Finance**

- i. BSS Monthly Financials, including the Income Statement, Balance Sheet, Cash Flow Forecast, and Budget-to-Actuals
- ii. Resolution to withdraw excess liability insurance direct membership from SELF and rejoin under CharterSAFE's membership in SELF effective July 1, 2022 for Stella Middle Charter Academy and Bright Star Secondary Charter Academy

- **Facilities**

- i. Resolution on application for an LAUSD Zoning Exemption - RKMS
- ii. Adoption of LAUSD Education Specifications for the RKMS Project, with LAUSD Approved Deviations

- **Academic**

- i. Reducing Credit Requirement for the Classes of 2022, 2023 and 2024 from 220 to 200


- **Operations**

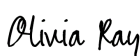
- i. Purchase of projectors for BSSCA classrooms

Board Member	Yes	No	Abstain	Absent
Dora Dome	X			
Andrew (Andy) Murr	X			
Robin Elledge	X			
Manny Aceves	X			
Andrew Wang	X			
Lois Levy	X			
Laurence (Larry) Klein	X			
Jennifer (Jen) Cole	X			
Marisol León	X			
James McGrath				X
George Leftwich				X

Stephen Green				X
Louisa Wee				X
Total	9	0	0	4
Motion Carries?	YES			

8) **Adjournment:** Jen Cole made the motion to adjourn, Andrew Wang seconded the motion; the motion passed unanimously. The meeting adjourned at 7:35 p.m.

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Andrew Murr, Board Chair

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Olivia Ray, Recording Secretary