



## BOARD OF DIRECTORS MEETING MINUTES BRIGHT STAR SCHOOLS

A meeting of the Board of Directors at Bright Star Schools was held on **Thursday, June 23, 2022** via teleconference, pursuant to notice duly given.

In attendance via teleconference were Board Chair Andrew Murr and Board Members Stephen Green, Robin Elledge, Manny Aceves, Lois Levy, Jennifer Cole, and George Leftwich.

BSS staff in attendance via teleconference were Olivia Ray, Laura Gonzalez Reed, Elijah Sugay, Marni Parsons, Hrag Hamalian, Michael Escobar, Olivia Martinez, and Leeann Yu.

Also in attendance was guest of the meeting, Mike Barr.

1. **Call Order and Introduction of Guests:** Board Chair, Andrew Murr, called the meeting to order at 5:00p.m.
2. **Public Comment Period** (for items not on the agenda): none made
3. **Guest Speaker, Michael Escobar, BSSCA 12th Grade Counselor** - Michael shared his background, and his experience working at Bright Star Secondary Charter Academy as a counselor. He discussed challenges facing students as well as successes they've experienced this year. He went on to provide an overview of the services provided by the counseling department at the school.
4. **Executive Director Presentation, Hrag Hamalian**
  - **School and Organization Overview** - Hrag highlighted end of the year ceremonies and successes from this school year including the return to campus, implementation of iReady, reductions in chronic absenteeism, and the alumni development program. He also provided an overview of historical development numbers at Bright Star Schools.
  - **Board Position Nominations: Board Secretary and Governance Committee Chair** - Hrag presented that two Board positions are open for voting tonight, and that the Governance Committee has brought forth a nomination for Secretary and Governance Committee Chair.
  - **iReady Data Review** - Hrag presented the results of the iReady Diagnostic for D3 for all Bright Star Schools, and across subgroups including IEP Status, Race/Ethnicity, and EL Status and provided an analysis of differences in scores across subgroups. He shared that Bright Star Schools is marking student progress based on the percentage of students who meet their annual growth goal. He went on to review the 5-level current placement distribution for scores organization wide in both reading and math. He also shared a shift in iReady goals based on new data provided by iReady and WestEd. He shared the increase in the percent of students performing at grade level in both reading and math
  - **Enrollment** - Hrag presented on budgeted, expected, maximum enrollment for each school, and strategies to increase enrollment.
  - **2022-23 Local Control and Accountability Plans** - Hrag yielded the floor to Olivia Ray who presented on the structure and an overview of the LCAP. She reviewed the goals,

metrics, actions, and desired outcomes for each Bright Star School. She provided an overview of the state priorities as well as Bright Star Schools' 3 goals to address these priorities: Student Outcomes, Engagement, and Conditions for Learning. She discussed the description and purpose of each.

- **Local Performance Indicators** - Olivia presented on the purpose, structure, and ratings for each area of the Local Performance Indicators for each Bright Star School.
- **Universal Prekindergarten Planning & Implementation Grant Plan** - Olivia presented on the purpose of the UPK Grant Plan, legislative requirements for UPK, and on the contents of the grant plan, as well as Bright Star Schools' plan for implementation at our three elementary schools.
- **Expanded Learning Opportunities Program (ELO-P) Grant Plan** - Olivia presented on the purpose of the ELO-P Grant, to increase expanded learning programs that support the whole child, and students' SEL and development, and on the contents of the grant plan for all Bright Star Elementary and Middle schools, as well as Bright Star's plan for implementation.
- **Revised Attendance Policy** - Hrag presented on the purpose and reasoning of our revised attendance policy as well as new definitions for excused absences and the addition of a voluntary removal process.
- **Financial Dashboard & Monthly Financials: Income Statement, Balance Sheet, Cash Flow Forecast, and Budget-to-Actuals** - Hrag yielded the floor to Elijah Sugay who presented there has been no update to the Year-End Estimates since the presentation to the committee in May.
- **Governor's Budget Updates for FY22 and FY23** - Elijah recapped the timeline for the FY 23 Budget, and shared that the ADA Hold Harmless is still in negotiation in the state legislature as well as an update on expected net income for all schools. He provided updates on the Governor's May Revise to the budget as well as the response from the state legislature and the possible impacts on COLA and budgets.
- **Facilities Update** - Elijah shared that Rise Kohyang High School is in ongoing construction, and that a search is underway for a temporary site for the 23-24 schools year. He also presented the timeline for Rise Kohyang Middle School's development project including the title transfer and zoning exemption. He also presented on expected costs for the project due to current market conditions. He presented on the Valor Academy Elementary School project and the discussions of stick-built vs. prefabricated construction. He also shared on neighborhood outreach efforts, and updated on the timeline for the project.

5. **Chief Operations Officer Presentation, Leeann Yu**

- **School Instructional Minutes and 2021-22 Revised Academic Calendars** - Leeann presented on the legal requirements for instructional minutes and instructional days and the process for reviewing these for all of our schools in the past year as well as the upcoming year. She shared that two schools, Rise Kohyang High School and Valor Academy High School needed to add additional days in June to ensure compliance with the requirements. Some other changes had already been made to instructional calendars due to the Omicron surge of COVID-19. She shared how the instructional minutes, bell schedule, and school calendars will be consistently reviewed in the upcoming school year.
- **COVID Protocols Update** - Leeann presented on changes to the Bright Star Schools COVID protocols, including updates to masking and testing requirements, that will be implemented for the upcoming school year.

6. **Committee Presentations**

- **Academic Committee** - Lois Levy reported that all items covered at the Academic Committee were covered in the presentations by BSS staff.

- **Governance Committee** - Andrew Murr shared that the Governance Committee went into closed session to discuss the Public Employee Evaluation of Hrag Hamalian. He also shared more information about the open role of Board secretary.
- **Finance Committee** - Stephen Green shared that the finance committee walked through scenarios that may arise from the possible COLA increase and impacts it may have on the budget.

7. **Closed Session:** Public Employee Performance Evaluation (Government Code § 54957(b)(1)) Name: Hrag Hamalian, Position: Executive Director. The Board entered Closed Session at 6:40pm. The Board exited the Closed Session at 7:39pm. Andrew Murr reported that during the Closed Session the following actions took place:

- **Motion for contract approval. Motion passed.** Jen Cole made a motion to approve the Executive Director’s contract renewal. The Board has considered the compensation amount and determined it to be just, fair and reasonable, and consistent with other similar organizations. Hrag Hamalian will be provided base compensation of \$260,000 with health and other benefits consistent with other BSS employees.
- **Supplemental motion for additional compensation. Motion passed.** Stephen Green made a supplemental motion under this contract renewal agenda item to approve compensation of \$60,000 to Hrag Hamalian for performing CBO services during the 2021-22 school year and direct staff to take such other actions as may be necessary or advisable to ensure that this compensation is credited toward STRS to the greatest extent possible in light of the nature of the work performed and Mr. Hamalian’s continued employment with Bright Star Schools. Due to the Chief Business Officer (CBO) of Bright Star unexpectedly resigning in February. Mr. Hamalian was directed by the Board Directors to continue his Executive Director duties while also performing substantial CBO duties above and beyond his ED scope of work and expectations. This placed a significant work burden on him, and in light of those extra and substantial duties that he was directed by the board to execute, and performed for the benefit of the organization, the Board approved to fairly compensate him for that work. The Board determines that such compensation is just, fair and reasonable based upon the services rendered to BSS and the significant burden upon Mr. Hamalian.

8. **Approval of (individual item)** Local Performance Indicators for Bright Star Secondary Charter Academy (Stella High Charter Academy effective July 1st, 2022), Stella Middle Charter Academy, Stella Elementary Charter Academy, Rise Kohyang High School, Rise Kohyang Middle School, Rise Kohyang Elementary School, Valor Academy High School, Valor Academy Middle School, Valor Academy Elementary School. Lois Levy made the motion to approve, Jen Cole seconded the motion; the motion passed unanimously.

Board Member	Yes	No	Abstain	Absent
Stephen Green	X			
Andrew Murr	X			
Robin Elledge	X			
Marisol León				X
Manny Aceves	X			
Louisa Wee				X

Lois Levy	X			
Larry Klein				X
Jennifer Cole	X			
James McGrath				X
George Leftwich	X			
Dora Dome				X
Andrew Wang				X
<b>Total</b>	<b>7</b>			<b>6</b>
<b>Motion Carries?</b>	<b>YES</b>			

9. **Approval of (consent agenda)** "Approval for Executive Director to enact additional compensation measures in response to anticipated state budget changes" was removed from the consent agenda. The Board amended the text of the vote for Board Secretary to be a nomination of Jennifer (Jen) Cole as Board Secretary. Stephen Green made the motion to approve, Robin Elledge seconded the motion; the motion passed unanimously.

- **Governance**

- i. Minutes from May 2022 Board Meeting (Retreat)
- ii. Minutes from June 2022 Academic Committee Meeting
- iii. Minutes from June 2022 Governance Committee Meeting
- iv. Minutes from June 2022 Finance Committee Meeting
- v. Executive Director Contract Renewal
- vi. 2022-23 Board Meeting Calendar
- vii. 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
- viii. Resolution to Waive Removal of Board Members with <75% Attendance at Board Meetings
- ix. Manny Aceves as Governance Committee Chair
- x. Jennifer Cole as Board Secretary

- **Finance**

- i. Financial Dashboard & Monthly Financials: Income Statement, Balance Sheet, Cash Flow Forecast, and Budget-to-Actuals
- ii. 2021-22 CARS (Consolidated Applications)
- iii. Unaudited Actuals
- iv. Fiscal Policies and Procedures Handbook

- **Facilities**

- i. RKES and RKHS La Fayette Leases
- ii. SECA Playground Project

- **Compliance**

- i. Annual Notices & Org-Wide Policies
- ii. 2022-23 Local Control and Accountability Plan for Bright Star Secondary Charter Academy (Stella High Charter Academy effective July 1st, 2022), Stella Middle Charter Academy, Stella Elementary Charter Academy, Rise Kohyang High School, Rise Kohyang Middle School, Rise Kohyang Elementary School, Valor

- Academy High School, Valor Academy Middle School, Valor Academy Elementary School
- iii. A-G Completion Improvement Grant Plan for Rise Kohyang High School, Bright Star Secondary Charter Academy (Stella High Charter Academy effective July 1st, 2022), and Valor Academy High School
- iv. 2022-23 Student and Family Handbooks
- v. Universal Prekindergarten Planning & Implementation Grant Plans for Rise Kohyang Elementary School, Stella Elementary Charter Academy, and Valor Academy Elementary School
- vi. Expanded Learning Opportunities Program (ELO-P) Grant Plan for Stella Middle Charter Academy, Stella Elementary Charter Academy, Rise Kohyang Middle School, Rise Kohyang Elementary School, Valor Academy Middle School, Valor Academy Elementary School
- **Operations**
  - i. Revised Attendance Policy
  - ii. Revised Uniform Complaint Procedure
  - iii. Revised Title IX Policy
  - iv. Revised School Wellness Policy
  - v. 2021-2022 Instructional Minutes for RKES, RKMS, RKHS, SECA, SMCA, BSSCA, VAES, VAMS, VAHS
  - vi. 2021-22 Revised Academic Calendar for RKES, RKMS, SECA, SMCA, BSSCA, VAES, VAMS
  - vii. 2021-22 Revised Academic Calendar for RKHS
  - viii. 2021-22 Revised Academic Calendar for VAHS
  - ix. Remote-Hybrid Work Policy
  - x. After-School All-Stars, Los Angeles MOUs for SECA, RKES, RKMS, VAES
  - xi. 3 year renewal contract of Lightspeed (internet content filtering software)


Board Member	Yes	No	Abstain	Absent
Stephen Green	X			
Andrew Murr	X			
Robin Elledge	X			
Marisol León				X
Manny Aceves*	X			
Louisa Wee				X
Lois Levy	X			
Larry Klein				X
Jen Cole*	X			
James McGrath				X
George Leftwich	X			
Dora Dome				X


Andrew Wang				X
Total	7	0	0	6
Motion Carries?	YES			

\*Manny Aceves abstained from voting on "Manny Aceves as Governance Committee Chair"

\*Jennifer Cole abstained from voting on "Jennifer Cole as Board Secretary"

10. **Adjournment:** Jen Cole made the motion to adjourn, Stephen Green seconded the motion; the motion passed unanimously. The meeting adjourned at 7:41p.m.

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Andrew Murr, Board Chair

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Olivia Ray, Recording Secretary