



Bright Star Schools Board of Directors Minutes of the Teleconference Meeting

A meeting of the Board of Directors at Bright Star Schools was held on **Tuesday, January 24th, 2023** via teleconference, pursuant to notice duly given.

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

BSS staff in attendance via teleconference were Olivia Ray, Hrag Hamalian, Melissa Kaplan, Elijah Sugay, Leeann Yu, and Kaitlin Foe.

Also in attendance was guest of the meeting Mike Barr.

1. **Call to Order and Introduction of Guests** - Board Chair, Andrew Murr, called the meeting to order at 6:03pm.
2. **Public Comment Period for Non-Agenda Items** - none made
3. **Guest Speaker Presentation, Ashley Colburn, Director of Teacher Induction and Development** - Ashley spoke about her professional background in education, and what led her to work at Bright Star Schools. She highlighted her favorite parts of her role including the benefits of working with new teachers. She shared aspects of Bright Star she enjoys, particularly how the organization uses data, and the relationships between staff. She explained the induction and mentorship program, including data about the number of teachers involved, as well as how the program supports teachers, and teacher responses to the program. She ended by discussing her work on accreditation.
4. **Executive Director Presentation**
 - **AB 2449 Teleconference Meeting Update** - Hrag Hamalian provided an update on the requirement to return to in-person Board meetings when the State of Emergency expires. He shared the additional details on the in-person meetings that will be shared with the Board shortly.
 - **Holiday Giving Campaign Results** - Hrag yielded the floor to Olivia Ray who celebrated the success of the annual Holiday Giving Campaign to raise funds for the Alumni Support and College Success program. He reported on the total amount raised, the goal for fundraising, and the number of unique donors, identifying that Bright Star achieved its fundraising goal.
 - **November Monthly Financials** - Hrag shared the Bright Star Schools Monthly Financials including the income statement, balance sheet, cash flow forecast, and budget-to-actuals. He noted a variance in revenue due to a grant received, and shared that the team is working on formulating a spending plan for the grant

funds received. He also noted variances in expenses due to increased spending in areas such as software, instructional materials, and student transportation. He identified that Forecasted Net Incomes for schools have adjusted due to conservative ADA adjustments and increased costs in program and operating services.

- **Facilities Update**

- i. **RKHS** - Hrag shared there is an expected completion date of December 2023, construction is ongoing, and the preliminary Prop 39 offer from LAUSD is pending.
 - ii. **RKMS** - Hrag shared the zoning exemption is going to be on the LAUSD Board Meeting Agenda in February. He also identified that the team continues to explore all pathways and associated liabilities.
 - iii. **VAES** - Hrag shared that the public hearing was held in December. He cited that in January the City Council PLUM Committee approved Historical Monument Designation of the home on the property, and that upcoming is the City Planning Commission vote on the CUP.
- **Enrollment Update** - Hrag shared an enrollment update noting withdrawals by students during the winter, and that actual enrollment remains higher than budgeted. He shared budgeted vs. actual enrollment for each school and org-wide.
 - **Attendance Update** - Hrag noted that average daily attendance (ADA) rates remain higher than budgeted across the organization. He shared a comparison of ADA showing budgeted ADA, 2021-22 ADA, and actual ADA for this year.
 - **2023-24 Governor's Budget Proposal** - Hrag reviewed the Governor's preliminary budget and the potential impact on Bright Star School's finances.

5. Chief Operations Officer Presentation

- **SECA Turf Project** - Leeann Yu identified that the SECA Marilton campus currently does not have a grassy area, and that turf is a viable option for providing a green playspace for students. shared the bids for the SECA Marilton campus turf project, and identified the recommendation to move forward with Greenview Direct as the contractor.
- **SMCA Shelter/Awning Project** - Leeann shared the bids for the SMCA shelter/awning project and identified the recommendation to move forward with A1 Concrete as the contractor.

6. Chief of Staff Presentation

- **20th Anniversary Celebration** - Kaitlin Foe introduced the 20th anniversary celebration Bright Star plans to host this year. She shared the event purpose, the tentative date, opportunities for Board engagement, and next steps.
- **Organizational Health Dashboard Cycle 2** - Kaitlin reviewed the purpose of the Organizational Health Dashboard (OHD): to track progress towards meeting Bright Star's articulated goals, which lets us know the degree to which we are making progress towards our mission. She went on to share the timeline and focus questions for the mid-year (cycle 2) data reporting period.

- **Fall 2022 Staff Survey Results** - In the absence of Laura Gonzalez Reed, Kaitlin shared an overview of the staff survey results and edits to the survey itself, including that there are now two separate surveys - one for teachers & counselors and one for other staff. She highlighted the following data and learnings: work-life balance and workload management are the highest indicators of stress, teachers and counselors rated less favorably than support staff, new teachers rated higher than veteran teachers, there are no major negative distinctions between subgroups, and relationships and belief in the BSS mission were the most identified reasons staff stayed at Bright Star. She identified that the Valley cluster averages scored higher than city schools, elementary schools higher than middle and high, and identified scores for some metrics at specific schools. She also reviewed demographic group differences for teacher retention. She reviewed top contributors to low NPS, sharing that the largest factors were workload, salary/benefits, and relationship to leadership. She identified next steps for the organization to address staff feedback.

7. **Deputy Superintendent of Education Presentation**

- **iReady Assessment Data Review** - Melissa Kaplan reviewed iReady goals for each school, as well as the progress towards those goals. She identified that at VAES, students are on track to meet their reading goal, and that in math, scores are lower than expected to be for mid-year. She highlighted how the school is performing intervention for students who are struggling. She shared that SECA and RKES are both close to on track to meet their Reading and Math goals. She then reviewed the scores for middle schools, noting that VAMS and SMCA are not on track to meet their goals, and shared reasons for those struggles, as well as interventions that will be used to support those students. She shared that RKMS is already exceeding their end of year goals. Melissa went on to review high school scores sharing that VAHS and RKHS are already exceeding their end of year goals in math. She noted that SHCA is struggling to meet their goal in Math, and all high schools are struggling to meet their goal in Reading. Melissa concluded by sharing a summary of initial placement growth across the organization.
- **School Accountability Report Card (SARC)** - Melissa provided an overview of the SARCs for each Bright Star School. She highlighted the content, and timeline of the documents, and identified they are up for approval at this meeting.

8. **Committee Presentations** - Lois Levy reinforced the information presented by Melissa regarding iReady data, and challenges that are being experienced by schools and impacting scores. Manny Aceves there was nothing to report for the Governance Committee as they did not meet in January. Louisa Wee shared that all relevant information from the Finance Committee was already presented.

9. **Approval of Consent Agenda** - Andrew Wang made the motion to approve, Lois Levy seconded the motion.

- **Governance**
 - i. Minutes from December 2022 Board Meeting

- ii. Minutes from January 2023 Finance Committee Meeting
- iii. Minutes from January 2023 Academic Committee Meeting
- iv. Resolution considering the continued state of emergency and circumstances for Board meetings by teleconference pursuant to the Brown Act
- v. Renewal of 2 Year Board Term for Jennifer Cole
- vi. Renewal of 2 Year Board Term for Marisol León
- vii. Continuation of Ad Hoc Committee for Executive Director Search including Manny Aceves, Jen Cole, Stephen Green, Andy Murr, and Louisa Wee
- **Finance**
 - i. November Monthly Financials
- **Facilities**
 - i. SECA Turf Bid Vendor Selection
 - ii. SMCA Awning Bid Vendor Selection
- **Compliance**
 - i. School Accountability Report Card (SARC) for Stella Elementary Charter Academy, Stella Middle Charter Academy, Stella High Charter Academy, Rise Kohyang Elementary School, Rise Kohyang Middle School, Rise Kohyang High School, Valor Academy Elementary School, Valor Academy Middle School, Valor Academy High School

Board Member	Yes	No	Abstain	Absent
Andrew Murr	X			
Andrew Wang	X			
Dora Dome	X			
Jennifer Cole	X			
Larry Klein	X			
Lois Levy	X			
Louisa Wee	X			
Manny Aceves	X			
Marisol León				X
Robin Elledge	X			
Stephen Green	X			
Total	10	0	0	1

Motion Carries?	YES
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11. Closed Session: Public Employee Performance Evaluation (Government Code § 54957(b)(1)) Name: Hrag Hamalian, Position: Executive Director - Board members entered closed session at 7:36pm. Board members exited the closed session at 7:57pm. Andrew Murr reported that in the Closed Session, the Board produced a Performance Bonus Metrics document to evaluate the Executive Director’s performance. Jen Cole moved to approve the Executive Director Performance Bonus Metrics, and Stephen Green seconded.


Board Member	Yes	No	Abstain	Absent
Andrew Murr	X			
Andrew Wang	X			
Dora Dome	X			
Jennifer Cole	X			
Larry Klein				X*
Lois Levy	X			
Louisa Wee	X			
Manny Aceves	X			
Marisol León				X
Robin Elledge				X*
Stephen Green	X			
Total	8	0	0	3
Motion Carries?	YES			

*Robin Elledge and Larry Klein left the meeting before this vote took place

12. Adjournment: Andrew Murr adjourned the meeting at 7:59pm.

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 Andrew Murr, Board Chair

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 Olivia Ray, Recording Secretary