



Bright Star Schools Board of Directors Minutes of the Regular Meeting

A meeting of the Board of Directors at Bright Star Schools was held on **Tuesday, April 25, 2023** at 2636 S. Mansfield Avenue, Los Angeles, CA, 90016, pursuant to notice duly given.

In compliance with AB 361, on the meeting agenda, the legislative body noticed each teleconference location of each member participating in the public meeting, each teleconference location was accessible to the public, members of the public were allowed to address the legislative body at each teleconference location, and the legislative body posted an agenda at each teleconference location. At least a quorum of the legislative body participated from locations within the boundaries of the local agency's jurisdiction.

In attendance were Board Chair Andrew Murr and Board Members Andrew Wang, Robin Elledge, Lois Levy, Manny Aceves, and Louisa Wee.

Bright Star Schools staff in attendance were Olivia Ray, Hrag Hamalian, Melissa Kaplan, Elijah Sugay, Leeann Yu, Kaitlin Foe, Laura Gonzalez Reed, China Habte, Sebastian Valdes, Marni Parsons, Jaquiline Valenzuela, Jessica De Luna, Daisy Perez, Patty Chavez, Jeanette Gomez, Stephen Allen, Nancy Wagner, Perla Velasquez and Danny Oliver.

1. **Call to Order and Introduction of Guests** - Board Chair, Andrew Murr, called the meeting to order at 4:06 PM.
2. **Public Comment Period for Non-Agenda Items** - Thirteen members of the public spoke in opposition to the proposed Prop 39 co-location of Rise Kohyang High School and Berendo Middle School, and the reasons for opposition. Five members of the public spoke in opposition to the proposed Prop 39 co-location at John Liechty Middle School. Four members of the public spoke in opposition to proposed Prop 39 co-location at West Adams Preparatory High School.
3. **Guest Speaker Presentation, Talar Samuelian, Assistant Principal, Valor Academy Elementary School** - Talar shared her background working in education, and her experience in previous roles becoming an assistant principal at Valor Elementary. She spoke about her work at Valor Elementary and the focus on social emotional learning and restorative practices, and how the school is supporting students in those areas. She went on to highlight the instructional program at Valor Elementary and the variety of instructional methods utilized at the school. She ended by sharing how the school celebrates the diverse identities of their students and how the school engages families.
4. **Deputy Superintendent of Education Presentation**



- **Academic Updates** - Melissa Kaplan shared an update on academics including that testing season is underway including iReady, CAASPP and AP Exams. She highlighted extracurricular activities through the ELO-P program that students have been able to participate in including a variety of sports and arts.
- **Recruitment/Retention Updates** - Melissa shared the teacher retention rate was very high this year at the time offer letters were distributed, and shared changes in the retention rate since then. She reviewed the rate of applicants by racial subgroup. Melissa shared information about the DEIB audit that is in progress, explaining the timeline and process for the audit, and progress thus far.
- **High School Math Curriculum Contract** - Melissa presented on the reasoning for exploring a new high school math curriculum and reviewed the adoption process overview. She shared the recommendation to move forward with Illustrative Mathematics, highlighting their key factors in recommending the curriculum as well as the cost.

5. Executive Director Presentation

- **Board Retreat/May Meeting** - Hrag Hamalian shared the recommendation from the Governance committee to change the May Board retreat to a Board meeting, and to postpone the retreat.
- **2023 Spring Giving Campaign** - Hrag introduced the Spring Giving Campaign to raise funds for the Alumni Support and College Success program, and highlighted how Board members can support.
- **20th Anniversary Event Management Contract** - Kaitlin Foe shared the reasoning for hosting a 20th anniversary event. She provided basic event information for the 20th Anniversary Event including the anticipated attendance, the proposed date, the purpose of the event. She shared bids from four event management companies and the proposal to move forward with JJLA events. She also highlighted opportunities for Board member involvement with the event.

6. Chief Business Officer Presentation

- **FY24 Budget Development Update** - Elijah Sugay provided an overview of the timeline and process for budget development.
- **Q3 Financial Statements** - Elijah shared the Bright Star Schools Q3 financial statements including the income statement, balance sheet, cash flow forecast, and budget-to-actuals. Elijah shared that since the financial dashboard was last reviewed, there have been no significant net changes to revenues, but there was a reduction in overall expenses. He provided headlines for year end estimates around ADA, enrollment, revenues, expenses, and a settlement disbursement.
- **Facilities Update** - Hrag Hamalian shared an update on the Prop 51 project for Rise Kohyang Middle School. He updated committee members on the timeline and budget for the project and the results of the recent LAUSD Board meeting, including next steps for the project. He shared contingency plans for the project, and provided an overview of facilities funds. Hrag shared an update on the Valor

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Academy Elementary facilities project including next steps, and cited a delay on the RKHS project, and that a temporary site search is in progress.

- **Enrollment Update** - Elijah shared highlights and areas for growth in enrollment, comparing budgeted enrollment to actual enrollment as of the most recent count.
- **Attendance Update** - Elijah provided a comparison of org-wide average daily attendance, citing that average daily attendance is higher than budgeted.

7. **Chief Operations Officer Presentation, Leann Yu**

- **Lafayette Summer '23 Remodel Contract** - Sebastian Valdes presented on the summer remodeling projects proposed for the Lafayette building including structural changes to walls and windows to increase classroom space, a metal shade structure, as well as painting classrooms, and the associated costs for the two quotes received. He shared the proposal to move forward with A1 Concrete.
- **E-Rate Project** - Leann Yu shared information on the installation of additional drops, battery backups and patch panels to improve internet connection through e-rate, a federal subsidy program. She shared the associated costs for Bright Star Schools, the bid amounts, and the amount covered by the E-Rate subsidy.

8. **Approval of Consent Agenda** - Lois Levy made the motion to approve, Louisa Wee seconded the motion.

- **Governance**
 - i. Minutes from March 2023 Academic Committee Meeting
 - ii. Minutes from April 2023 Governance Committee Meeting
 - iii. Minutes from April 2023 Finance Committee Meeting
 - iv. Minutes from February 2023 Board Meeting
 - v. Renewal of 2 Year Board Term for Lois Levy
 - vi. Renewal of 2 Year Board Term for Andrew Wang
 - vii. Renewal of 2 Year Board Term for Stephen Green
 - viii. Renewal of 2 Year Board Term for Louisa Wee
 - ix. Renewal of 2 Year Board Term for Robin Elledge
 - x. Renewal of 2 Year Board Term for Andrew Murr
 - xi. Renewal of 2 Year Board Term for Manny Aceves
- **Finance**
 - i. Q3 Financial Statements
 - ii. Form 990
 - iii. Designated authority to the Executive Director to approve a 20th Anniversary Event Management Contract with a total event budget not to exceed \$260,000 inclusive of our project and event management fees (not to exceed \$45,000)
- **Operations**
 - i. Lafayette Summer '23 Remodel Contract
 - ii. E-Rate Project
- **Academics**

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i. High School Math Curriculum Contract

Board Member	Yes	No	Abstain	Absent
Andrew Murr	X			
Andrew Wang	X			
Dora Dome				X
Jennifer Cole				X
Lois Levy	X			
Louisa Wee	X			
Manny Aceves	X			
Marisol León				X
Robin Elledge	X			
Stephen Green				X
Total	6	0	0	4
Motion Carries?	YES			

9. **Closed Session:** Public Employee Performance Evaluation (Government Code § 54957(b)(1)) Title: Executive Director. Board members entered closed session at 5:57 PM. Board members exited the closed session at 6:34 PM. Board Chair, Andrew Murr, reported that no action was taken during the closed session.

10. **Adjournment:** Andrew Murr adjourned the meeting at 6:35 PM.

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 Andrew Murr, Board Chair

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 Olivia Ray, Recording Secretary