



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, October 3, 2023 Stella Elementary Charter Academy, pursuant to notice duly given.

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 at the start of the meeting were Board Chair Andrew Murr and Board Members Lois Levy, Jen Cole, Robin Elledge, Louisa Wee, Stephen Green, and Andrew Wang.

Bright Star Schools staff in attendance were Ana Martinez, Lydia Garcia, Alexandra Lee, Elijah Sugay, Leeann Yu, Kaitlin Foe, and Laura Gonzalez Reed.

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 5:08 p.m.
2. **Public Comment Period for Non-Agenda Items** - None made.
3. **Brown Act Training from Merrick Wadsworth, Senior Counsel at Procopio, Cory, Hargreaves & Savitch LLP**
4. **Executive Director Presentation:** Ana Martinez kicked off the meeting by sharing happenings around BSS, including a recap of Latino/a/x/e Heritage Month, a community breakfast at RKMS, and participation in advocacy groups. She also gave summaries of the following topics:
 - LEO priorities: including list of wins and progress towards early goals
 - Executive Instructional Position, including a general timeline for hire.
 - Listening Meeting: Ana shared that the executive leadership team is 54% complete with listening tours.
 - Strategic Planning: including high-level timing and list of consultants.
5. **Chief of Staff Presentation:** Kaitlin Foe updated on the following two topics:



- 23-24 LCAP discussion: In order to ensure 23-24 LCAPs reflect 22-23 actuals and internal academic targets for academic achievement and school culture, Bright Star updated the targets listed on the 23-24 LCAPs.
 - Learning Communities for School Success Program: this grant was received in Spring '22.
6. **Chief Business Officer Presentation**
- Enrollment Update: Elijah presented an enrollment update by school, including comparisons between preliminary budget and final budget. He also shared strategies to ensure collaboration, operations, and community engagement in monitoring. He also shared updates on ADA.
 - 2023-2024 Final BSS Budgets: Next, he shared updates and an overview on preliminary v. final budgets, as well as net incomes.
 - Facilities Update: Elijah presented facilities updates on BSS schools, including RKES, RKMS, RKHS, SECA, and VAES projects. Elijah re-articulated the rationale for moving RKMS to La Fayette Park Place.
 - 2022-2023 Financial Adjustments: Elijah also shared 2022-23 changes to unaudited actuals, including P&L impact as well as BSS impact.
 - Local Control Accountability Plans Updates to Stella Elementary Charter Academy, Stella Middle Charter Academy, Stella High Charter Academy, Valor Academy Elementary School, Valor Academy Middle School, Valor Academy High School, Rise Kohyang Elementary School, Rise Kohyang Middle School, Rise Kohyang High School: Lastly, the rationale for minor updates to the LCAPs were shared which centered around the inclusion of 22-23 actuals.
7. **Chief Operations Officer Presentation**: Leeann Yu presented an update on:
- After School AllStars and ASES grants, as well as on the need to revise the RKES After-school All Stars LOA FOR 23-24.
 - Lastly, she updated on the bids for updating Rise Kohyang Elementary School Play Structure and a recommendation accordingly.
8. **Committee Reports**: Committee Chairs gave updates from their respective committee meetings and allowed members from other committees to further comment and/or ask questions.
9. **Approval of Consent Agenda** - Stephen Green made the motion to approve, Lois Levy seconded the motion.
- **Governance**
 - Minutes from second board meeting on August 8, 2023
 - Minutes from September 26, 2023 academic committee meeting
 - Minutes from September 27, 2023 governance committee meeting
 - Minutes from September 28, 2023 finance committee meeting
 - **Student & Family Services**
 - Student Attendance Policy Addendum



- **Finance and Facilities**

- Bright Star Schools/BOT 2023-2024 Final Budgets
- Resolution to approve the move of Rise Kohyang Middle School to 600 S. LaFayette
- Updated Local Control Accountability Plans Updates to Stella Elementary Charter Academy, Stella Middle Charter Academy, Stella High Charter Academy, Valor Academy Elementary School, Valor Academy Middle School, Valor Academy High School, Rise Kohyang Elementary School, Rise Kohyang Middle School, Rise Kohyang High School
- St. Agatha's Lease Renewal for Stella Elementary Charter Academy
- St. Bernadette's Lease Extension for Stella Elementary Charter Academy
- School leases for Rise Kohyang Middle School and Rise Kohyang Elementary
- Designated authority to the Lead Executive Officer to approve a Strategic Planning Consultant Contract with a contract budget not to exceed \$160,000.00

- **Operations**

- 2023-24 After School All-stars Letter Of Authority for all Bright Star schools, effective June 26, 2023
- Revised 2023-24 ASES Letter Of Authority for Rise Kohyang Elementary School
- Playground structure for Rise Kohyang Elementary School

Board Member	Yes	No	Abstain	Absent
Andrew Murr	x			
Andrew Wang	x			
Jennifer Cole	x			
Lois Levy	x			
Louisa Wee	x			
Marisol León				x
Robin Elledge			x	
Stephen Green			x	
Total	5	0	2	1
Motion Carries?	Yes			



10. **Adjournment:** Lois Levy made the motion to adjourn, Jen Cole seconded; the meeting was adjourned at 6:40 p.m.

DocuSigned by:
Andy Murr
97F90B5930F1462...

Andrew Murr, Board Chair

DocuSigned by:
Lydia Garcia
32B1B3530B3A48E...

Lydia Garcia, Recording Secretary

DocuSigned by:
Jennifer Cole
BEE107D4FDCB43A...

Jennifer Cole, Board Secretary