



MINUTES OF A MEETING OF THE BRIGHT STAR SCHOOLS BOARD OF DIRECTORS

A meeting for the Bright Star Schools' Board of Directors was held on Monday, March 22, 2021 via teleconference pursuant to notice duly given. In attendance were Board Chair Andrew Murr, and Board members Larry Klein, Lois Levy, Stephen Green, Robin Elledge, Marisol León, George Leftwich, James McGrath, Louisa Wee, and Andrew Wang.

Bright Star staff in attendance included: Saman Bravo-Karimi, Hrag Hamalian, Laura Gonzalez Reed, Kaitlin Foe, Sunil Kewelramani, China Habte. The order of the agenda proceeded as follows:

General Session

1. **Call Meeting to Order + Introduction of Visitors / Guests:** Meeting called to order at 5:03p.m. by Board Chair Andrew Murr.
2. **Public Comment Period (for items not on the agenda):** None made.
3. **Executive Director Report:** Mr. Hamalian presented on the following topics:
 - a. Good news at BSS: Mr. Hamalian shared two positive stories about Bright Star students who have recently received positive press for Bright Star Schools!
 - b. DEIB Training: Mr. Hamalian shared a reminder for BSS Board to complete the survey for timing on the DEIB training.
 - c. Form 700: Mr. Hamalian reminded the board to complete their Form 700 by April 1.
 - d. Items for consent: Mr. Hamalian reviewed or introduced each item on the consent agenda and responded to any early questions.

Mr. Hamalian also shared an update regarding re-opening, including current reopening plans, timelines, an update regarding vaccinations, specialized support for students and summer school.

4. **Chief Business Officer Presentation:** Mr. Bravo-Karimi continued to preview each of the items for approval, providing high-level context for each and allowed board members to ask any questions as needed.

He then introduced Ms. Shilo Gorospe, lead auditor for Bright Star Schools at the audit firm Eide Bailley. Ms. Gorospe reviewed the audit and answered any questions raised by board members. Finance Committee Chair Ms. Louisa Wee also shared a summary of the presentation given at the finance committee regarding the audit, and how it was discussed and reviewed.

Then, Mr. Bravo Karimi shared rationale for the increase in credit line from City National, to be used for working capital, as well as a summary regarding the technology purchases to be approved.



BRIGHTSTAR SCHOOLS

Mr. Bravo Karimi reviewed the 2019-20 financials, including operating revenue, operating expenditures, and operating net income.

5. Administrative / Governance Items:

- a. Approval of the following items (consent agenda):
 - i. Recurring
 1. Minutes from March Governance committee meeting
 2. Minutes from March Finance committee meeting
 - ii. Compliance / Governance:
 1. Resolution for a Material Revision regarding SECA's facility
 - iii. Finance
 1. 2019-20 BSS Audit Report
 - iv. Facilities
 1. Lease of additional modular bathrooms and office for BSSCA from WillScot
 2. Purchase of IT equipment/Access Points up to \$100,000

Lois Levy made a motion to approve, George Leftwich seconded the motion; the motion passed unanimously.

Board Member Name	Yes	No	Abstain	Not Present
Stephen Green	X			
Larry Klein	X			
George Leftwich	X			
Lois Levy	X			
James McGrath	X			
Andrew Murr	X			
Andrew Wang	X			
Louisa Wee	X			
Robin Elledge	X			
Marisol León	X			
TOTAL	10	0	0	0
Motion Carries? YES or NO	YES			

6. **Adjourn Meeting:** Robin Elledge made the motion to adjourn, Lois Levy seconded the motion; the motion passed unanimously. The meeting adjourned at 5:29 p.m.

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Andrew Murr

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Andrew Murr, Board Chair

DocuSigned by:

Laura Reed

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Laura Reed, Recording Secretary