



## **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, August 16, 2022** via teleconference, pursuant to notice duly given.

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

BSS staff in attendance via teleconference were Olivia Ray, Hrag Hamalian, Melissa Kaplan, Leeann Yu, Gene Castro, Elijah Sugay, Laura Gonzalez Reed, Kaitlin Foe and Darryl Garris.

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 6:02p.m.
2. **Public Comment Period for Non-Agenda Items** - none made
3. **Guest Speaker - Gene Castro, Stella Elementary Principal:** Gene shared his background, what brought him to Bright Star, and his experience working at Stella Elementary. He highlighted excitements for the upcoming school year and spoke about beginning of the year professional development successes.
4. **Executive Director Presentation**
  - **Organization Updates** - Hrag Hamalian shared upcoming events relating to the beginning of the school year and well wishes to all staff, students, and families. He shared an overview of the Bright Star Schools x Stryver Fellowship Program and updates on the RKHS Girls Flag Football Team.
  - **DEIB Strategic Plan and Overview** - Hrag reviewed of the Anti-Racist Priorities set forth in the Board resolutionn previously passed. He presented on progress BSS has made towards achieving goals outlined in the strategic plan as well as future focuses and actions planned.
  - **2021-22 LAUSD Oversight Visit Scores and Fiscal Oversight Findings** - Hrag yielded the floor to Olivia Ray who presented on LAUSD Oversight Scores from the 2021-22 school year for each Bright Star School including highlights, areas for growth, scores, changes to scores over time, notes from LAUSD, and next steps. Olivia reviewed the Fiscal Operations feedback received from LAUSD during the 2021-22 Oversight Visits. He noted the Areas Noted for Further Growth, the process LAUSD uses to review, and actions the organization will take in response to the notes from LAUSD.
  - **Unaudited Actuals** - Hrag yielded the floor to Elijah Sugay who shared that uncertainty around hold harmless caused changes in school's year end net

income. He presented the impact on net income of: hold harmless, STRS in-kind contributions and suggested grant-backs to schools to utilize surplus of any amount over 100K net income at BOT for grant backs to schools, covering deficits and building reserves.

- **Facilities Update**
  - **RKHS** - Elijah cited a delay in the project timeline pushing the completion date. He shared that a search is underway for a temporary facility for RKHS and provided timeline updates.
  - **RKMS** - Elijah shared updates on the timeline for the RKMS project and that cost escalation may require an increase in the project budget.
  - **VAES** - Elijah shared a visual of the Two-Story Site Plan for VAES and reviewed the entitlements timeline for the project.
- **Enrollment Update** - Elijah shared previous on the trends of enrollment in elementary schools and entry grade levels, and noted strong enrollment numbers in high school. He shared the overarching goal is to approach enrollment and ADA projections conservatively until the data reflects otherwise including factoring in attrition rates during the school year and setting budgeted numbers.
- **State Budget Update** - Elijah presented on the COLA increase to LCFF and Learning Recovery Emergency Block Grant.

#### 5. Deputy Superintendent of Education Presentation

- **Hiring and Residency Update** - Melissa presented an update on hiring and teacher residency including the number of Teachers, School Leaders, Counselors, Instructional Aides, and Behavior Intervention Implementation (BII) Specialists that have been hired for the 2022-23 school year. She then presented an update on the Alder Teacher Residency program as well as the details of the process the Alder residents will experience.
- **Small Group Instruction Update** - Melissa shared that all schools are increasing their small group instructional minutes utilizing the iReady framework as curriculum. She shared that based on iReady performance, students who most need additional support will be receiving targeted interventions.

#### 6. Chief Operations Officer Presentation


- **2022-23 Instructional Minutes** - Leeann presented on the instructional minutes required in Ed Code, and the planned instructional minutes, calendar, and schedule for each Bright Star School.
- **2022-23 Employee Handbook** - Leeann identified updated policies in the Employee Handbook noting the updated holidays and time off table.
- **2022-23 COVID Protocols** - Leeann shared updates to the testing requirements for staff and students during the 2022-23 school year including the requirements for unvaccinated staff, returns from extended break, response testing, and beginning of the year testing. She shared the current masking policy for students and staff and updates to the process for symptom screening policies. She shared the new protocols for positive cases and close contacts.
- **Updated Independent Study Board Policy** - Leann shared updates to the Independent Study Policy in alignment with legislation AB181 regarding the requirements for independent study agreements, the apportionment for a school day, and changes in the threshold for tiered reengagement.

- **Change Orders for VAMS, SECA, and La Fayette** - Leeann presented on change orders up for approval. A drainage line and additional support post at VAMS. Door relocation, additional mesh for fence, leak, and welding 24 rings needed to install shade sails at La Fayette, and a sandbox cover at SECA.
7. **Public Hearing of Updated Independent Study Board Policy** - Andrew Murr opened a public hearing for the updated Independent Study Board Policy at 7:12 p.m.; no public comment was made.
  8. **Committee Presentations** - Lois Levy, Academic Committee Chair, highlighted increases in hiring and noted the most difficult positions to fill. She shared additional information about the Small Group Instruction Initiative, and shared information about emergency drills at schools. Manny Aceves, Governance Committee Chair, and Louisa Wee, Finance Committee Chair, did not provide any additional presentation, as the material was covered in the executive director presentation.
  9. **Closed Session: Public Employee Performance Evaluation (Government Code § 54957(b)(1)) Name: Hrag Hamalian, Position: Executive Director** - Board members entered Closed Session at 7:26p.m. Board members exited Closed Session at 8:44p.m. Board Chair, Andrew Murr, reported that in Closed Session, Lois Levy made the motion to create a short-term ad hoc committee to research and present recommendations to the Board with regard to cross-organizational succession planning. The committee shall have less than a quorum, and will dissolve after it makes a final presentation to the board, unless continued by board action. Andrew Wang seconded the motion. The motion passed unanimously.
  10. **Approval of Consent Agenda** - Lois Levy made the motion to approve. Manny Aceves seconded the motion.
    - **Governance**
      - Minutes from June 2022 Board Meeting
      - Minutes from July 2022 Special Board Meeting
      - Minutes from July 2022 Governance Committee Meeting #1
      - Minutes from July 2022 Governance Committee Meeting #2
      - Minutes from August 2022 Finance Committee Meeting
      - Minutes from August 2022 Academic Committee Meeting
      - 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
    - **Finance**
      - 2021-22 Unaudited Actuals
      - 2022-23 Education Protection Account (EPA)
      - Grant-Back to Schools
    - **Operations**
      - 2022-23 Employee Handbook
      - VAMS Shade Structure Second Change Order
      - Lafayette Rooftop Patio Change Order
      - SECA Marlton Playground Project Change Order
    - **Academics**

- 2022-23 Instructional Minutes
- Updated Independent Study Board Policy

Board Member	Yes	No	Abstain	Absent
Andrew Murr	X			
Andrew Wang	X			
Dora Dome				X
George Leftwich				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			
<b>Total</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>Motion Carries?</b>	<b>YES</b>			

11. **Adjournment:** Andrew Murr adjourned the meeting at 8:45p.m.

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 Andrew Murr, Board Chair

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 Olivia Ray, Recording Secretary