



## 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, November 14, 2023** at 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 Jen Cole, Robin Elledge, Marisol León, and Andrew Wang.

Bright Star Schools staff in attendance were Ana Martinez, Gene Castro, Kaitlin Foe, Lydia Garcia, Darryl Garris, Laura Gonzalez Reed, Eliza KimLy, May Oey, Jose Perez, Brian Perry, Elijah Sugay, Sebastian Valdes, Leeann Yu; as well as the board meeting compliance operators for each Bright Star campus

1. **Call to Order and Introduction of Guests** - Board Chair, Andrew Murr, called the meeting to order at 5:03 p.m.
2. **Public Comment Period for Non-Agenda Items** - None made.
3. **Gene Castro, Principal at Stella Elementary Charter Academy (SECA):** Gene Castro introduced himself as the principal of SECA and shared updates on things going well at the school, as well as areas of opportunity for growth
4. **Lead Executive Officer (LEO) Presentation:** Ana Martinez provided an update on various happenings around Bright Star from the last month, including a collaboration with Milken Scholars to provide an application review workshop with seniors, a preview to the Bright Futures network event, as well as a recap of the in-person site visit at Rise Kohyang Elementary and Middle schools by board member Stephen Green and an introduction to the work of the Community Schools team. Ana also gave summaries on the following topics:
  - **Strategic Planning:** BSS has selected ThirdWay Solutions as the consultant to support in all strategic planning efforts. Contract negotiations have been established and are currently pending final signatures. ELT will meet with ThirdWay Solutions to create a plan that will include board engagement and more updates will be provided at the next board meeting.



- SECA Pilot: the school has instituted a phonics assessment called DIBELS. Teachers were trained at the beginning of this quarter.
- Team Management: Ana and ELT have begun planning for next year. Instructional Leadership Team (ILT) have had a few retreats to begin revisiting structure as a team and are currently working on building the capacity of school administrators.
- Chief Instructional Officer Search: recruitment efforts were launched during Fall Break. Leveled Talent will continue to work on engaging potential candidates. The interview process will include participation from board members, ELT, ILT, and Principals. Ana also shared Bright Star is currently looking for interested board members for the third round of the process.

**5. Academics Update:** Eliza KimLy provided a summary on the following two topics:

- D1 Data in Reading and Math: Students in grades K-12 showed an overall increase in placement in the areas of math and reading during Diagnostic Assessment 1 (D1).
- Small Group Instruction (SGI): SGI outcomes in the areas of math and reading showed an overall increase in students meeting Typical Growth during D3.

**6. Chief Business Officer Presentation**

- Financials through 9/30/2023: Elijah Sugay reported that there are currently no significant changes or variances with revenues or expenses to report as it is currently too early in the school year.
- Enrollment Update: Elijah presented an enrollment update by school, including comparisons between the final budget approved in September and the current budget. He also shared updates on ADA.
- Net Incomes: Next, he shared a net incomes update by school, including variances between final budget and forecasted budget.
- Facilities Update: Elijah presented facilities updates on BSS schools, including RKHS, RKMS, and VAES projects.
- Contract Approvals: Elijah reported that the current contract with Larson Communications is due for renewal. The digital campaign strategy and ad content creation consultant company has been working with BSS for the past five years and they are quite familiar with BSS staff, brand and systems. He also presented subcontractor bids for facility paint services needed at VAMS and VAHS.
- Revised Board Resolution: Elijah shared that an amendment will need to be included to a previously adopted board resolution for a physical address change. The change will now include the option to ship supplies and materials to hybrid/remote BSS employees.

**7. Chief Operations Officer Presentation:** Leeann Yu reported on the following:

Physical Address: 600 S La Fayette Park Pl, Los Angeles, CA 90057  
Mailing Address: 5101 Santa Monica Blvd Ste 8, PMB 93, Los Angeles, CA 90029  
(323) 954-9957 | [www.brightstarschools.org](http://www.brightstarschools.org)



- Provided an overview of the School Wellness Policy for BSS, which will help ensure that all students at BSS have access to healthy meals, and that meals meet nutrition recommendations of the U.S. Dietary Guidelines for Americans and the CDE NSD.
  - LAUSD rescinded their Covid-19 vaccination requirement on September 26, 2023. ELT recommended that the BSS board rescind the Covid-19 Vaccination Policy that was approved in April 2022.
  - LAUSD requires BSS to submit the annual compliance monitoring form as part of their annual oversight process. The form has been reviewed by all school administrators and relevant school support team members, and will be submitted to LAUSD after board approval.
- 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** - Jen Cole made the motion to approve, Marisol León seconded the motion.
- **Governance**
    - Minutes from October 3, 2023 Board Meeting
    - Minutes from November 6, 2023 academic committee meeting
    - Minutes from November 9, 2023 finance committee meeting
    - Minutes from November 13, 2023 governance committee meeting
  - **Finance and Facilities**
    - 1st Quarter Financial Statements
    - Larson Communications Contract
    - VAMS Facility Painting Contract
    - VAHS Facility Painting Contract
    - Amendment to previously approved resolution to allow for shipment of supplies to remote/hybrid employees of BSS
  - **Operations**
    - School Wellness Policy
    - Rescission of the Covid-19 Vaccination Policy
    - Compliance Monitoring Certification Form

Board Member	Yes	No	Abstain	Absent
Andrew Murr	x			

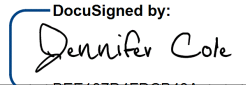


Andrew Wang	x			
Jennifer Cole	x			
Lois Levy				x
Louisa Wee				x
Marisol León	x			
Robin Elledge	x			
Stephen Green				x
<b>Total</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Motion Carries?</b>	<b>Yes</b>			

**10. Adjournment:** Jen Cole made the motion to adjourn, Robin Elledge seconded; the meeting was adjourned at 5:49 p.m.

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 Andrew Murr, Board Chair

DocuSigned by:  
  
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 Lydia Garcia, Recording Secretary

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 Jennifer Cole, Board Secretary