



BRIGHTSTAR
S C H O O L S

Bright Star Schools Board of Directors Minutes of the Regular Meeting

A meeting of the Board of Directors of Bright Star Schools was held on **Tuesday, August 27, 2024** at Stella Elementary Charter Academy and via teleconference, 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 was board chair Andrew Murr and board members Robin Elledge, Marisol León, Lois Levy, Dr. Marissiko Wheaton-Greer, Dr. Roberta Benjamin, and Louisa Wee.

Bright Star Schools staff in attendance were Ana Martinez, Liliana Bustos, Angelina Calderon, Dr. Tom Crowther, Lydia Garcia, China Habte, Dr. Mark Jutabha, Dr. Eliza KimLy, Brian Martinez, May Oey, Jacqueline Orellana, Marni Parsons, Marina Sandoval, Abra Shay, Elijah Sugay, Johnny Teran, Nicole Wellman-Noble, and Sebastian Valdes. Guests and members of the public included Alyce Johnson, David Chang, Terry Tao, Jeremy Brust, Betty Chong, and Dolores Mabini.

- 1. Call to Order and Introduction of Guests** - Andrew Murr called the meeting to order at 5:08 p.m. after confirming that a quorum was present.
- 2. Public Comment Period for Non-Agenda Items** - Andrew Murr welcomed all members of the public including the representatives from LAUSD that were on the call.
- 3. Meeting Kick-off by Brian Martinez, Community School Manager at Valor Academy Middle School (VAMS):** Brian Martinez described how Community Schools (CS) ensures representation for students, parents, and school communities. He explained that the Needs and Assets Assessment helps Bright Star Schools collect data to guide CS strategy for each campus. He also covered the Student Advisory Council's role and its collaboration with community partners to secure resources. He concluded his presentation by inviting Board members to upcoming Advisory Councils at VAMS.
- 4. Chief Executive Officer Updates by Ana Martinez:** Ana Martinez gave an update on the BSS strategic plan, highlighting multiple priorities. The first set of Big Hairy Audacious Goals (BHAGs) and Big Rocks were specific to the excellent teaching campaign, which aim to enhance teaching quality through focused initiatives. These efforts will be led by Liliana Bustos. BHAG 2 will address school culture and safety, with efforts to improve the environment and ensure safety in schools. Efforts around this goal will be led by Marni Parsons. The third set of priorities includes the structure and support of the School Support Team (SST)/The Central Team Beehive to schools, which will be an effort led by Ana Martinez and Alexandra Lee. The 4th BHAG revolves around operational excellence and fiscal accountability, and will be a goal that is led by Elijah Sugay and Sebastian Valdes. All BHAGs and Big Rocks are designed to drive significant improvements in teaching, school culture, and improving effective support systems for our students and school staff. She also talked about next steps in the strategic planning process, which includes operationalizing the plan with the Senior Leadership Cabinet (SLC) and setting key priorities for the first year.



5. **Addition of Alyce Johnson as member of the BSS Governance Committee (GC) and BSS Board by Ana Martinez, Chief Executive Officer:** Andrew Murr and Ana Martinez introduced Alyce Johnson. Alyce briefly introduced herself and thanked everyone for the opportunity to serve on the BSS Board. Andrew Murr noted that today's consent agenda includes a vote to add Alyce to the Board.

6. **Chief Instructional Officer Presentation by Liliana Bustos:** Liliana presented preliminary CAASPP data with a comparison from SY22-23 and 23-24, showing some growth in ELA and Math for All Students, Inclusive Education Students, and EL Students. She indicated that there is room for improvement in supporting Inclusive Education and EL Students as well as preparing students for testing in the 11th grade. In Science, growth was observed in the All Students areas. Liliana and her team will continue to work with teachers and school leaders to find ways to help better prepare our students. She also discussed instructional priorities, including effective use of high-quality curriculum and assessments, tailored coaching, and professional development to support student proficiency. Liliana also introduced a Year at a Glance: Academic Committee which outlined different topics that will be presented to the Committee throughout the year.

7. **Chief Business Officer Presentation by Elijah Sugay:** Elijah provided an overview of the following:
 - BSS FY24 Unaudited Actuals: Elijah provided a budget overview of revenues, expenses and net incomes for all schools, and he clarified that Bright Star Schools is ending FY24 in a positive financial position with a projected year-end surplus of \$1.67 million. He indicated that the reason for the variance in total net income from April 2024 forecast to June 2024 is due to multiple factors including human capital, operational, funding, legal and other factors. Elijah also provided a comparison of the April forecast and unaudited actuals (excluding ERC funds), proposing that three schools (Stella Elementary, Rise Kohyang Elementary, and Rise Kohyang Middle) be granted funds from the BOT Net Income Surplus to meet BSS's internal 1% Net Income requirement and strengthen school reserves. This will not only help schools remain a positive net income but will also help keep ERC funds in their reserves.
 - Enrollment Update: Elijah presented an enrollment update by school, including comparisons between the preliminary budget and the one from the first week of school. Enrollment data for the first week of school revealed deficits in 5 out of 9 schools. However, these schools have healthy waitlists, offering a promising opportunity to meet enrollment targets. The enrollment team and schools are actively contacting families on these waitlists to fill available spots.
 - Facilities Update: Elijah presented facilities updates on BSS schools, including RKHS, VAES and RKES/RKMS. RKHS opened on August 13th, 2024. Water and turf testing with LAUSD/OEHS is ongoing and will be completed soon. VAES successfully closed its New Market Tax Credit deal on August 15th, 2024, and all systems are operational. The La Fayette remodel at RKES/RKMS is complete and BSS is seeking an extension with the State for continued project funding.
 - Compensation Study: Elijah proposed a budget for a compensation study to address outdated salary scales that impact recruitment and retention within the organization. He reviewed three consulting proposals with costs ranging from \$45K to \$100K, recommending a not-to-exceed budget of \$100K for a comprehensive analysis. The study is planned for December 2024 to February 2025.
 - LAUSD Notice of Concern (NOC) Update: Elijah reported that the Fiscal Oversight Committee has requested regular updates on the Action Plan's progress. They also recommended reviewing the Fiscal Policies and Procedures handbook to remove the section allowing the Board of



Directors to delegate policy-making to the Executive Leadership Team. Bright Star is making progress by engaging independent firms, selecting Procurement/AP Systems, and advancing the rollout and training of the Fiscal Policies and Procedures. Board of Directors training is also upcoming.

Fiscal Policies & Procedures: Elijah shared that BSS is proposing editing the section in the Fiscal Policies and Procedures Manual that grants the Board of Directors the authority to delegate policy-making powers to the Executive Leadership Team to allow for procedural authority delegated to the ELT.

8. **Senior Vice President of Student & Family Services by Marni Parsons:** Marni's presentation included an overview of BHAG 2 which is focused on school culture and safety. She talked about four important components or Big Rocks of the BHAG 2 which included the following: all schools reflect BSS core signature beliefs and practices, including what's common network-wide, school-wide, and/or classroom-wide; establishing a central visitation and staff capacity to minimize disruption and keep kids learning and safe; developing MTSS and radically overhaul SSPT to become new systems that identifies proactive before crisis or SPED identification; and families are actively engaged as partners to support student learning and BSS goals. Additionally, she reviewed the professional development activities conducted over the summer with teachers, school leaders and support staff, which were designed to address these key areas.
9. **Vice President of People Development Presentation by Nicole Wellman-Noble:** Nicole provided hiring status updates, noting that 74 out of 91 staff roles have been filled. Percentages for roles filled are: Counselors at 100%, Teachers at 91%, School Administrators at 80%, School Support Team at 87%, and support roles at 55%. She concluded by outlining future discussion topics, including an in-depth analysis of hiring and retention and a recruitment and retention action plan.
10. **Vice President of Public Affairs Presentation by Angelina Calderón:** Angelina summarized the ratings comparison for Bright Star Schools from LAUSD's oversight visits, noting a decline from a rating of 4 (Accomplished) in 2022-23 to a 3 (Proficient) in the area of Governance. This was because a charter school cannot receive a rating higher than a 3 in any category if it has an overall rating of 2 or 1 in other categories. Most schools experienced a similar lower score in the area of Organizational Management, Programs, and Operations. In the area of Student Achievement and Educational Performance, five schools out of nine improved from a rating of a 2 to 3. In the areas of Fiscal Operations the score of a 2 remained unchanged from 2022-23 to 2023-24. The low score during 2023-24 in Fiscal Operations is linked to the most recent Notice of Concern from LAUSD. Angelina also shared that the Stella Elementary Charter Academy Petition Renewal intake appointment was rescheduled to September 4th, 2024. A Public Hearing with LAUSD is scheduled for October 22nd, 2024 followed by a vote by LAUSD on December 3rd, 2024. Angelina also announced that the in-person retreat originally set for September 20th will be rescheduled due to delays in confirming availability from BSS Board members. New dates will be provided soon. The retreat will offer board members a chance to co-create goals and norms and to meet new members in person.
11. **Committee Reports:** Committee Chairs gave updates from their respective committee meetings and allowed members from other committees to further comment and/or ask questions.
12. **Approval of Consent Agenda** - Andrew Murr asked if any board members wanted to remove or vote on any items separately from the consent agenda. With no objections, he then called for a



motion to approve the consent agenda. Dr. Roberta Benjamin moved and Lois Levy seconded the motion to approve the consent agenda as follows:

- **Governance**
 - Minutes from BSS Board Meeting #2 on June 25, 2024
 - Minutes from Special BSS Board Meeting on July 24, 2024
 - Minutes from Governance Committee Meeting on August 21, 2024
 - Minutes from Finance Committee Meeting on August 22, 2024
 - Minutes from Academic Committee Meeting on August 26, 2024
 - Addition of Alyce Johnson to BSS Board

- **Finance and Facilities**
 - FY24 Unaudited Actuals
 - Compensation Consultant Engagement
 - Fiscal Policies & Procedures

Board Member	Yes	No	Abstain	Absent
Andrew Murr	x			
Dr. Marissiko Wheaton-Greer	x			
Jennifer Cole				x
Lois Levy	x			
Louisa Wee	x			
Marisol León	x			
Robin Elledge	x			
Stephen Green				x
Jason Rudolph				x
Dr. Roberta Benjamin	x			
Total	7	0	0	3
Motion Carries?	Yes			

13. Closed session: CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (Gov. Code section 54956.9(D)(2).) (1 matter): At 6:28 pm, board members, Ana Martinez, Elijah Sugay, Angelina Calderon, Terry Tao and Jeremy Brust entered closed session. They returned at 7:23 pm with no actions to report.

14. Adjournment: Andrew Murr called for a motion to adjourn the meeting. Robin Elledge made the



motion and Dr. Roberta Benjamin seconded. The meeting was adjourned at 7:24 pm.

Signed by:

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Andrew Murr, Board Chair

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A handwritten signature in blue ink, appearing to read "Lydia Garcia".

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Lydia Garcia, Board Secretary