



**Bright Star Schools Board of Directors
Agenda of the Regular Meeting**

Tuesday, December 12, 2023 at 5:00 p.m.
2636 S. Mansfield Ave, 90016

Teleconference Access

<https://brightstarschools-org.zoom.us/j/7146236234>

Meeting ID: 714 623 6234

Passcode: BSS

Board Member Teleconference Locations

- 3221 Federal Ave, Los Angeles, CA 90066
- 2213 Linnington Ave, Los Angeles, CA 90064
- 253 31st St, Hermosa Beach, CA
- 4327 Beck Avenue, Studio City, CA 91604
- 5808 W Seaglass Cir, Playa Vista, CA 90094
- 6020 Chelsea Piers, New York, NY 10011

School Site Two-Way Teleconference Locations

- 2636 S Mansfield Ave, Los Angeles, CA 90016
- 4196 Marlton Ave, Los Angeles, CA 90008
- 1600 W. Imperial Hwy, Los Angeles, CA 90047
- 600 S. La Fayette Park Pl, Los Angeles, CA 90057
- 8755 Woodman Ave, Arleta, CA 91331
- 9034 Burnet Ave, North Hills, CA 91343
- 9356 Lemona Ave, North Hills, CA 91343
- 1061 W Temple St, Los Angeles, CA 90012

The legislative body hereby notices each teleconference location of each member participating in the public meeting, each teleconference location is accessible to the public, members of the public are allowed to address the legislative body at each teleconference location, and the legislative body will post an agenda at each teleconference location. At least a quorum of the legislative body will participate from locations within the boundaries of the local agency's jurisdiction.



Meeting Agenda

1. **Call to Order and Introduction of Guests**
2. **Public Comment Period for Non-Agenda Items**
3. **Meeting Kick-off from Kaitlin Allen, Principal at Rise Kohyang Elementary School, and Ruth Kim, Principal at Rise Kohyang Middle School**
4. **Lead Executive Officer Presentation by Ana Martinez**
 - Chronic Absenteeism & Attendance Update by Marni Parsons, Sr. Vice President of Student & Family Services
 - Hiring Reflections, Recruitment & Talent Update by Nicole Wellman-Noble, Vice President of People Development
5. **Chief Business Officer Presentation by Elijah Sugay**
 - Financials Through 10/31/2023
 - FY24 1st Interim Reports
 - Enrollment and Attendance Updates
 - School Net Incomes
 - Facilities Projects
 - Financial Sustainability
6. **FY 2022-2023 Audited Financials Presentation by Shilo Gorospe, CPA**
7. **Chief Operations Officer Presentation by Leeann Yu**
 - Los Angeles Parks and Recreation Master Memorandum of Agreement
8. **Committee Meeting Review by Committee Chairs Lois Levy (Academic) and Louisa Wee (Finance).**
9. **Approval of Consent Agenda:**
 - **Governance**
 - i. Minutes from board meeting on November 14, 2023
 - ii. Minutes from December 4, 2023 Academic Committee meeting
 - iii. Minutes from December 8, 2023 Finance Committee meeting
 - **Finance and Facilities**
 - i. Financials Through 10/31/2023
 - ii. FY24 1st Interim Reports
 - iii. 2022-2023 Audited Financials
 - iv. New Vendor Forms - Thirdway Solutions, Berlin Rosen, and CPS General Contractors



- v. Delegated authority to Lead Executive Officer, Chief Business Officer, or Chief Operations Officer to execute Master Memorandum of Agreement with Los Angeles Parks and Recreation for all Bright Star Schools

10. [Closed session]: ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to section 54956.9(d)(2): (One matter)

11. Adjournment

The order of business may be changed without notice. Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

Special presentations may be made. Notice is hereby given that special presentations not mentioned in the agenda may be made at this meeting. However, any such presentations will be for information only.



Instructions for Presentation to the Board by Members of the Public

Bright Star Schools welcomes your participation at the Organization's Board meetings. The purpose of a public meeting of the Board of Directors is to conduct the affairs of the Organization in public. Your participation assures us of continuing community interest in our schools. To assist you in participating in our meetings, the following process will be adhered to:

- 1) Agendas are attached to this notice and available to all audience members prior to the meeting at www.brightstarschools.org.
- 2) Speakers are limited to no more than three minutes each. Please email your name and item(s) you wish to address to board@brightstarschools.org.
 - Non-Agenda Items: Any person may address the Board concerning any item not on the agenda for no more than three minutes and the total time for this purpose shall not exceed fifteen minutes. Board members are restricted from responding to any speaker and no action can be taken as the Board is allowed to take action only on items on the agenda. However, the Board may give direction to staff following a presentation or calendar the issue for future discussion. Individuals may also request that a topic related to school business be placed on a future agenda and once such an item is properly placed on the agenda and publicly noticed, the Board can discuss, respond, and possibly act upon such an item. During meetings, time will be allotted to request speakers at the start of the meeting.
 - Agenda Items: Any person may address the Board concerning any item on the agenda provided that no individual presentation shall be for more than three minutes and the total time for this purpose shall not exceed fifteen minutes per item. The Board Chair may extend time for public comment at his/her discretion. The presentation to the Board shall be made at the time a specific item is under discussion, or before the Board takes any action, whichever comes first. During meetings, time will be allotted to request speakers at the start of the meeting.
- 3) The time required to translate Spanish-to-English or English-to-Spanish will not count against the three-minute limit. The Board will provide Spanish language translation. Time will not be allotted for alternative translation from the attendees.
- 4) Members of the public who attend the meeting shall be respectful of the Board's process and shall follow the instructions of the Board Chair.
 - Security officers and/or school police may be present at the meeting for the purpose of ensuring that disorderly or disruptive behavior does not occur.
 - Persons who engage in acts disruptive to the meeting (i.e., speaking when not recognized by the Board Chair or failing to follow the rules of the meeting as established by the Board Chair) may be given a verbal warning.
 - A second disruptive act may result in the disruptive person being asked to remove himself/herself from the meeting.
 - A third disruptive act may result in the disruptive person being removed from the meeting.
 - If the meeting is repeatedly disrupted the Board Chair may, at his/her discretion, clear the meeting room and continue with discussion of items that are on the published agenda.
- 5) In compliance with the Americans with Disabilities Act (ADA) and upon request, the Organization may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to email board@brightstarschools.org.