

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

**Tuesday, June 27, 2023 at 4:00 PM  
2636 S. Mansfield Avenue, Los Angeles, CA 90016**

**Teleconference Access**

brightstarschools-org.zoom.us/j/3533645538  
Meeting ID: 353 364 5538  
Dial-In: 253-215-8782

**Board Member Teleconference Locations**

- 323 S. Irving Blvd., Los Angeles, CA 90020
- 2213 Linnington Ave, Los Angeles, CA 90064
- 253 31st Street, Hermosa Beach, CA 90254
- 4327 Beck Ave., Studio City, CA 91604
- 5808 W. Seaglass Circle, Playa Vista, CA 90094
- 60 Chelsea Piers, Suite 6020, New York, NY 10011
- 3221 Federal Ave, Los Angeles, CA 90066

**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

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. **Executive Director Presentation**
  - 2023-24 Board Meeting Calendar
  - Spending Plan for Philanthropic Grants and Other One Time Revenue Received in 2022-23
  - Employee Retention Credit
  - Stella Elementary Charter Academy Charter Petition
4. **Chief Business Officer Presentation**
  - April 2023 Monthly Financials and End-of-Year Estimates
  - 2023-24 Preliminary Budgets
  - Facilities Update
  - Enrollment Update
  - Attendance Update
  - CARS (Consolidated Applications)
  - Education Protection Account (EPA)
  - 2023-24 Fiscal Policies and Procedures Handbook
5. **Vice President of Operations Presentation**
  - Food Service Agreement
  - Transportation Contract
  - 2023-24 Employee Handbook
  - Revised Conflict of Interest Code
  - Operations Assistant Salary Schedule
  - Community Schools Salary Schedule
  - Citizen Schools Contract
6. **Chief of Staff Presentation**
  - 2023-24 Student and Family Handbooks, Annual Notices & Org-Wide Policies
  - 2023-24 Local Control and Accountability Plan (LCAP)
  - 2022-23 Local Indicators
  - 2022-23 School Plan for Student Achievement (SPSA)
7. **Strategy Director Presentation**
  - 22-23 Staff Survey Results
8. **Deputy Superintendent of Education Presentation**
  - Elementary iReady Data
  - Teacher Induction Program State Approval

9. **Public Hearing for 2023-24 Local Control and Accountability Plans (LCAPs) for Stella Elementary Charter Academy, Stella Middle Charter Academy, Stella High Charter Academy, Valor Academy Elementary School, Valor Academy Middle School, Valor Academy High School, Rise Kohyang Elementary School, Rise Kohyang Middle School, and Rise Kohyang High School**
10. **Approval of 2022-23 Local Indicators for Stella Elementary Charter Academy, Stella Middle Charter Academy, Stella High Charter Academy, Valor Academy Elementary School, Valor Academy Middle School, Valor Academy High School, Rise Kohyang Elementary School, Rise Kohyang Middle School, and Rise Kohyang High School**
11. **Approval of** resolution of the charter school's current governing board authorizing submission of Stella Elementary Charter Academy's charter school renewal petition application with Gene Castro as the lead petitioner and school administrator, Ana Martinez as the Executive Director/Chief Executive Officer, and Elijah Sugay as the onsite financial manager
12. **Approval of** resolution of appreciation for the entire Bright Star Community on behalf of the Bright Star Board of Directors

*At the close of the 2022-23 school year, the board of Bright Star Schools extends heartfelt thanks to our entire community – faculty, staff, leadership, students and their families. Each of you play an integral role to the success of the organization and to providing a high-quality education impacting the success of our students and communities. We hope you get to recharge and reflect this summer – and let's all look forward to a new school year.*

13. **Approval of** resolution of appreciation for Hrag Hamalian's work as Executive Director of Bright Star Schools

*Today, at Hrag's final meeting as CEO of Bright Star Schools, let us honor his service and thank him profusely for his vision, his drive, energy and dedication. Hrag has been a strong, collegial leader, a visionary, a steady force during challenging times and a leader not afraid to dream on a large scale when it helps Bright Star students and families. Outside our schools, he's been an effective CEO deeply respected in the charter world, and an incredibly effective bridge to business and political leaders.*

*He will remain with us, first to assist in the transition to our new CEO, Ana Martinez and then to create a large-scale plan that will guide Bright Star graduates into meaningful internships and employment, the next step in fulfilling Bright Star's promise to our families. As he moves into these new roles, let's join together in extending grateful thanks and appreciation to him for his myriad accomplishments in 16 years at Bright Star. Let's also wish him and wife, Natalie and their baby son Zareh the best of luck, health and happiness now and in the future.*

14. **Approval of Consent Agenda**

- **Governance**

- i. Minutes from June 2023 Board Meeting #1

- ii. Minutes from June Governance Committee Meeting
- iii. Minutes from June Academic Committee Meeting
- iv. Minutes from June Finance Committee Meeting
- v. 2023-24 Board Meeting Calendar
- vi. Resolution to Waive Removal of Board Members with <75% Attendance at Board Meetings
- vii. Final Ad Hoc CEO Search Committee Report and Disbanding
- viii. Approval of CEO/Superintendent Contract
- **Finance**
  - i. April 2023 Monthly Financials
  - ii. 2023-24 Preliminary Budgets
  - iii. Spending Plan for Philanthropic Grants and Other One Time Revenue Received in 2022-23
  - iv. 2023-24 Fiscal Policies and Procedures Handbook
  - v. CARS (Consolidated Applications)
  - vi. Education Protection Account (EPA)
- **Operations**
  - i. Citizen Schools Contract
  - ii. 2023-24 Employee Handbook
  - iii. 2023-24 SHCA Transportation Contract
  - iv. 2023-24 Food Services Contract
  - v. 2023-24 Operations Assistant Salary Scale
  - vi. 2023-24 Community Schools Manager Salary Scale
- **Compliance**
  - i. 2023-24 Student and Family Handbooks, Org-Wide Policies & Annual Notices for Stella Elementary Charter Academy, Stella Middle Charter Academy, Stella High Charter Academy, Valor Academy Elementary School, Valor Academy Middle School, Valor Academy High School, Rise Kohyang Elementary School, Rise Kohyang Middle School, and Rise Kohyang High School
  - ii. 2023-24 Local Control and Accountability Plan (LCAP) for Stella Elementary Charter Academy, Stella Middle Charter Academy, Stella High Charter Academy, Valor Academy Elementary School, Valor Academy Middle School, Valor Academy High School, Rise Kohyang Elementary School, Rise Kohyang Middle School, and Rise Kohyang High School
  - iii. 2022-23 School Plan for Student Achievement (SPSA) for Stella Elementary Charter Academy, Stella Middle Charter Academy, Stella High Charter Academy, Valor Academy Elementary School, Valor Academy Middle School, Valor Academy High School, Rise Kohyang Elementary School, Rise Kohyang Middle School, and Rise Kohyang High School

## 15. **Committee Presentations**

16. **Closed Session:** Public Employee Performance Evaluation (Government Code § 54957(b)(1).) Title: Executive Director



## 17. 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](http://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](mailto: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](mailto:board@brightstarschools.org).