



Finance Committee
Bright Star Schools Board of Directors
Agenda of the Regular Meeting
Thursday, August 3, 2023 at 2 p.m. PST

Physical address: 2636 S. Mansfield Ave, Los Angeles, CA - 90016

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

(Meeting ID: 714 623 6234; Passcode: BSS)

Board Member Teleconference Locations:

- 2213 Linnington Ave, Los Angeles, CA 90064
- 4327 Beck Avenue, Studio City, CA 91604
- 298 Sunset Key, Secaucus, NJ 07094

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, Ana Martinez**
 - 2022-23 Fiscal Oversight Report review
4. **Chief Business Officer Presentation, Elijah Sugay**
 - 2022-23 Unaudited Actuals
 - 2023-24 Budget Update
 - Enrollment Update
 - Facilities Update
 - CNB Sweep Accounts/Short-Term Investment Account
5. **Chief Operations Officer Presentation, Leeann Yu**
 - Lunch Server Salary Scale
 - Lafayette Change Order
6. **Recommendation for Approval of Consent Agenda**
 - i. 2022-2023 Unaudited Actuals
 - ii. Approval to open checking accounts for Plummer LLC and RKMS Prop 51
 - iii. Approval to open short-term investment account for BOT
 - iv. Resolution for check-signers by position
 - v. Officer Authorization form to add Ana Martinez
 - vi. Lunch Server Salary Scale
 - vii. Lafayette Change Order
7. **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. We are pleased that you are in attendance and hope that you will visit these meetings often. 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.

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



- 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.