



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

Tuesday, April 30, 2024 at 5 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

- 323 S. Irving Blvd., Los Angeles, CA 90020
- 2213 Linnington Ave, Los Angeles, CA 90064
- 253 31st St., Hermosa Beach, CA 90254
- 3221 Federal Ave., Los Angeles, CA 90066
- 807 Clark Place, Nashville, TN 37203
- 5808 W Seaglass Cir, Playa Vista, CA 90094
- 5990 Green Valley Cir., Culver City, CA 90230
- 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.

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



Meeting Agenda

1. **Call to Order and Introduction of Guests**
2. **Public Comment Period for Non-Agenda Items**
3. **Lead Executive Officer Presentation by Ana Martinez**
 - CIO Update
 - Strategic Planning
 - Salary Scale
4. **Addition of Jason Rudolph as member to the BSS Governance Committee (GC) and BSS Board by Ana Martinez, Lead Executive Officer**
5. **Recommendation to task the Governance Committee (GC) to act as Disciplinary Panel by Ana Martinez, Lead Executive Officer**
6. **School Support Update by Dr. Eliza KilmLy, Head of Schools**
 - Rise Kohyang Middle School
7. **Curriculum Updates by Liliana Bustos Garcia, Chief Instructional Officer**
8. **Chief Business Officer Presentation by Elijah Sugay**
 - BSS Monthly Financials, including the Income Statement, Balance Sheet, cash flow forecast, and Budget/Forecast-to-Actuals for February 29th, 2024
 - Enrollment
 - ADA
 - FY25 Budget Update
 - Facilities
 - CNB Line of Credit
 - Bonus Update (fiscal impact)
 - Curriculum (fiscal impact)
9. **Vice President of Information Technology Presentation by Jaime Hernandez**
 - Chromebook Purchase Plan for 2024-2025
10. **Centralized Office Space Updates by Sebastian Valdes, Vice President of Operations, and Elijah Sugay, Chief Business Officer**
11. **Lafayette Remodeling Projects by Sebastian Valdes, Vice President of Operations, and Elijah Sugay, Chief Business Officer**
12. **Chief Operations Officer Presentation by Leeann Yu**
 - Improvement Protocol Plan and Update
13. **2023-2024 Student Plan for Student Achievement (SPSA) Updates by Lydia Garcia**



14. Committee Meeting Review by Committee Chairs Lois Levy (Academic), Louisa Wee (Finance), and Andrew Murr (Governance)

15. Approval of Consent Agenda:

● **Governance**

- i. Appointment of Jason Rudolph to join as a member of the BSS Governance Committee and Full Board
- ii. Minutes from BSS Board meeting on February 26, 2024
- iii. Minutes from BSS Special Board Meeting on March 11, 2024
- iv. Minutes from Academic Committee meeting on April 22, 2024
- v. Minutes from Governance Committee meeting on April 24, 2024
- vi. Minutes from Finance Committee meeting on April 25, 2024

● **Finance and Facilities**

- i. BSS Monthly Financials, including the Income Statement, Balance Sheet, cash flow forecast, and Budget/Forecast-to-Actuals for February 29th, 2024
- ii. CNB Line of Credit
- iii. Chromebook purchase Plan for 2024-2025
- iv. Centralized Office Lease
- v. Lafayette remodeling bids

● **Compliance**

- i. 2023-2024 Student Plan for Student Achievement (SPSA) for Rise Kohyang Elementary School, Rise Kohyang Middle School, Rise Kohyang High School, Stella Elementary Charter Academy, Stella Middle Charter Academy, Stella High Charter Academy, Valor Academy Elementary School, Valor Academy Middle School, and Valor Academy High School

16. Closed Session: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) Title: Lead Executive Officer

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.
- 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.