



Bright Star Schools Board of Directors Agenda of the Regular Meeting

Tuesday, December 03, 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

- 4327 Beck Avenue, Studio City, CA 91604
- 1612 W. Pico Blvd., Los Angeles, CA 90015
- 7139 La Cienega Blvd., Los Angeles, CA 90045
- 253 31st St, Hermosa Beach, CA 90254
- 3221 Federal Ave., Los Angeles, CA 90066
- 5990 Green Valley Circle, Culver City, CA 90230
- 888 Columbia Avenue, Claremont, CA 91711
- 4140 Workman Mill Road# 287 Whittier, CA 90601
- 6020 Chelsea Piers, New York, NY 10011
- 241 S. Olive Ave, Alhambra, CA 91801
- 323 S. Irving Blvd., Los Angeles, CA 90020

School Site Two-Way Teleconference Locations

- 2636 S Mansfield Ave, Los Angeles, CA 90016
- 4196 Marlton Ave, Los Angeles, CA 90008
- 4301 W. Martin Luther King Jr. Blvd. 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
- 111 S. Madison Avenue, Los Angeles, CA 90004

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



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

Tuesday, December 3, 2024

- 1. Call to Order and Roll Call**
- 2. Public Comment Period for Non-Agenda Items**
- 3. Meeting Kick-off by Cynthia Trigueros, Principal at Rise Kohyang High School**
- 4. Chief Executive Officer Presentation by Ana Martinez**
 - Update on CEO Priorities and Goals
 - Org-wide update and communication on Strategic Plan
 - Stella Elementary Charter Academy Update
- 5. Chief Instructional Officer Presentation by Liliana Bustos**
 - Updates on Capacity Building
 - i. Coaching Update: Focus on quality and individualized school support
 - ii. Instructional Rounds
 - iii. Content Directors role and school site partnership
 - Culture & Academic team: Weekly collaboration
- 6. Senior VPs of School Leadership- Dr. Eliza KiLy and Dr. Thomas Crowther**
 - School updates: Celebration and progress on org-initiatives (ie. Game Plans)
- 7. Senior Vice President of Student & Family Services Presentation by Marni Parsons**
 - Attendance, Chronic Absenteeism, and ADA Updates
- 8. Vice President of People Development Presentation by Nicole Wellman Noble**
 - Retention Analysis
- 9. Chief Financial Officer Presentation by Elijah Sugay**
 - (If available) Independent Auditor's Report - Final Version
 - 1st Interim Financials (First Quarter Financials, BSS Dashboard, Consolidate P&L, Consolidated BS, Cash Flow)
 - Facilities Update
 - Request approval for changes to bank checking and sweeps accounts
 - i. Sign up for Sweeps for BOT
 - ii. Move investments from Sweeps to Treasuries to earn more interest and lock in interest rates.
 - iii. Invest in 1-3-year treasuries in a stair-step manner.
 - Board Resolution - Change of Address



10. Senior Vice President of Operations by Sebastian Valdes

- Enrollment Update
- ADA
- Wellness Policy Update
- Contract for Winter Break Lafayette Park Place projects

11. Vice President of Public Affairs Presentation by Angelina Calderon

- Conflict of Interest Code

12. Compliance Update by Lydia Garcia

- Compliance Monitoring Certification Forms
- Board Member Announcements

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

14. Approval of (Consent Agenda):

- **Governance**
 - i. Minutes from BSS Board Meeting on October 8, 2024
 - ii. Minutes from BSS Board Retreat on November 9, 2024
 - iii. Minutes from Governance Committee Meeting on November 20, 2024
 - iv. Minutes from Finance Committee Meeting on November 21, 2024
 - v. Minutes from Academic Committee Meeting on November 22, 2024
 - vi. Appointment of Andrew Murr as a member of the Finance Committee
- **Finance and Facilities**
 - i. 1st Interim Financials (First Quarter Financials, BSS Dashboard, Consolidate P&L, Consolidated BS, Cash Flow)
 - ii. (If available) Independent Auditor's Report - Final Version
 - iii. Request approval for changes to bank checking and sweeps accounts
- **Operations/Compliance**
 - i. Local School Wellness Policy
 - ii. Compliance Monitoring Certification Forms 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. Conflict of Interest Code
 - iv. Contract for Winter Break Lafayette Park Place projects
 - v. BSS Board Resolution - Change of Address

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

16. 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.