



FINANCE COMMITTEE
BOARD OF DIRECTORS MEETING
BRIGHT STAR SCHOOLS

Teleconference
Thursday, October 21st, 2021 at 8:00am

In accordance with Mayor Garcetti's "[Safer at Home](#)" City Order and Governor Newsom's [State Executive Order](#) BSS will be holding the finance committee meeting via Zoom video conference and telephone. No physical BSS school locations will be open to the public. This meeting is open to the public through the teleconference listed below. Members of the public who wish to address the Board regarding items on this agenda or who need special accommodations should contact Olivia Ray, Compliance Coordinator, at board@brightstarschools.org.

Speakers are limited to no more than 2 minutes each. Speakers may also sign up in person the day of the meeting. See Pages 2, 6 and 7 for more information on how to do this.

Join Zoom Meeting
<https://brightstarschools-org.zoom.us/j/94362052302?pwd=Y3V0MXRieGtnSTladm92R3haVkdFUT09>
Meeting ID: 943 6205 2302
Passcode: 239962

Dial by your location
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
+1 346 248 7799 US (Houston)
+1 646 876 9923 US (New York)

Dial-In Number (US): +1 253-215-8782
Passcode: 239962

Find your local number: <https://brightstarschools-org.zoom.us/j/94362052302?pwd=Y3V0MXRieGtnSTladm92R3haVkdFUT09>

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 speaking at / 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 by visiting the www.brightstarschools.org homepage.
- 2) Speaker Cards are available to all audience members who wish to speak either to an agenda item or a non-agenda item. Please see pages 4 and 5 of this packet.
 - i. 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 teleconferenced meetings, time will be allotted to request speakers at the start of the meeting. During in-person meetings, speakers may submit Request to Speak cards (on page 4) for more information.
 - ii. 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 teleconferenced meetings, time will be allotted to request speakers at the start of the meeting. During in-person meetings, speakers may submit See attached Request to Speak cards (on page 5) for more information.
- 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.
 - i. 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.
 - ii. 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.
 - iii. A second disruptive act may result in the disruptive person being asked to remove himself/herself from the meeting.
 - iv. A third disruptive act may result in the disruptive person being removed from the meeting.
 - v. 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.
- 1) 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 contact Olivia Ray, Compliance Coordinator, at board@brightstarschools.org.

FINANCE COMMITTEE
BRIGHT STAR SCHOOLS
AGENDA OF THE MEETING
Thursday, October 21st, 2021 at 8:00am

General Session

- 1) **Call Meeting to Order + Introduction of Guests**
- 2) **Public Comment Period** (for items not on the agenda)
- 3) **Executive Director Presentation**
- 4) **Chief Business Officer Presentation**
 - Finance & Facilities updates
 - Board Governance Calendar - Finance
 - Org Health Dashboard - Cycle 1 Findings Presentation
 - Update on enrollment and enrollment planning for next year
 - VAES Lease Amendment - Panorama Baptist
- 5) **Recommendations for approval of** (consent agenda)
 - i. Resolution for VAMS Financing
 - ii. Resolution recognizing update to the BSS fiscal policy (effective July 1, 2020) by the BSS Board of Directors. Update authorizes management the use of DocuSign or other e-signatures in lieu of wet signatures when necessary and allows the receipt of goods directly to remote workstation as deemed necessary by management, in order to work effectively in a remote setup.
 - iii. Elementary and Secondary Emergency Relief III (ESSER III) Expenditure Plans
 - iv. RKMS Lease Amendment - 3020 Wilshire
 - v. PMA with PCSD for VAES Plummer Project
 - vi. BSS Monthly Financials
 - vii. Technology purchases not to exceed \$350,000
 - viii. VAES Lease Amendment - Panorama Baptist
 - ix. Resolution on Application for an LAUSD Zoning Exemption - RKMS
 - x. Delegation of authority to CBO to approve videographer for enrollment purposes, up to \$65,000
- 6) **Adjourn Meeting**

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.

FINANCE COMMITTEE
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NON-AGENDA ITEM: REQUEST TO SPEAK CARD

Instructions for Presentation to the Board by Parents and other Members of the Public at this Meeting

NON-AGENDA ITEMS

Any person may address the Board concerning any item not 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. Ordinarily, Board members will not respond to such presentations 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.

Prior to the opening of the meeting, this card should be completed and given to the Secretary of the Board. Alternatively, feel free to email the items listed here to board@brightstarschools.org.

I wish to speak to the Board on a matter that is not on the Board's agenda.

Name of Speaker: _____

Subject I wish to address: _____

Speaker's Address: _____

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Name of Speaker: _____

I wish to speak to the Board on the following agenda item: _____

Speaker's Address: _____