



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

Thursday, February 20, 2025 at 3:00 p.m.

Teleconference Access

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

Meeting ID: 714 623 6234

Passcode: BSS

In-person Location:

Stella Elementary Charter Academy
2636 S. Mansfield Ave,
Los Angeles, CA 90016

Board Member Teleconference Locations

- 4327 Beck Avenue, Studio City, CA 91604
- 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 Marlon 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.



Meeting Agenda
Thursday, February 20, 2025

- 1. Call to Order and Roll Call**
- 2. Public Comment Period for Non-Agenda Items**
- 3. Chief Executive Officer Presentation by Ana Martinez**
 - Update on CEO Priorities and Goals
- 4. Chief Financial Officer Presentation by Elijah Sugay**
 - 2nd Interim Financials (First Quarter Financials, BSS Dashboard, Consolidated P&L, Consolidated BS, Cash Flow)
 - Present the proposed three/four-year phased implementation plan for the compensation redesign, including key findings, budget implications, and alignment with Bright Star Schools' long-term fiscal sustainability goals.
 - Increasing from an unsecured line of credit of \$5M to a secured line of credit \$10M
 - Decrease the Working capital cash from 90 days to 60 days and invest funds in treasuries
 - Review the proposed three-year audit contract
 - Provide BSS 990 Reports
- 5. Senior Vice President of Operations Presentation by Sebastian Valdes**
 - ADA and Enrollment Update
- 6. Recommendation for Approval of (Consent Agenda):**
 - i. Recommendation to Approve the 2nd Interim Financials
 1. Includes First Quarter Financials, Bright Star Schools Dashboard, Consolidated Profit & Loss (P&L), Consolidated Balance Sheet (BS), and Cash Flow Statements.
 - ii. Recommendation to Approve the Proposed Three/Four-Year Phased Implementation Plan for the Compensation Redesign
 1. Review of key findings, budget implications, and alignment with Bright Star Schools' long-term fiscal sustainability strategy.
 - iii. Recommendation to Approve the Increase of the Line of Credit
 1. Increase from a \$5M unsecured line of credit to a \$10M secured line of credit.
 - iv. Recommendation to Approve the Decrease in Working Capital Cash from 90 Days to 60 Days
 1. Reallocate excess working capital funds into treasury investments.
 - v. Recommendation to Approve the Renewal of the Audit Contract
 1. The previous audit contract has expired, and a new three-year contract must be approved.
- 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.

Any and all open session materials distributed to the board are available in our office at 2636 S. Mansfield Avenue, Los Angeles, CA 90016, or upon request by emailing us at board@brightstarschools.org.

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.

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