

# Manzanita Governance Board

# APPROVED MINUTES

OCTOBER 17, 2018

## Regular Board Meeting

### Governance Board Members

Chairman	TBD	
Secretary	Eric Wilhelm	PRESENT
Treasurer	Monique Mangino	PRESENT
Member	Juan Carlos Castañeda	PRESENT
Member	Vincent Jackson	ABSENT
Member	Arleen Pelster	PRESENT
MEMBER	ED BRAXTON	ABSENT
MEMBER	KRISHNA FLORES	PRESENT

The regular board meeting of the Governance Board of Manzanita Public Charter School was held at Manzanita Public Charter School Staff Lounge, 991 Mountain View Blvd, VAFB, CA on **WEDNESDAY, OCTOBER 17, 2018 AT 6:00 PM.**

#### A) CALL TO ORDER

TIME: **6:00 PM**

Pledge of Allegiance

Establish Quorum

**4/5**

Opening Comments/Introductions/Welcome Guests

#### B) Communications

Instructions for Presentations to the Board by Parents and Citizens

#### C) Reports

1. Superintendent/Principal's Report

a. Enrollment Report

**HANDOUT #1**

b. Fall Literacy Fair

**DISCUSSED**

c. Allan Hancock College Feasibility Report

**DISCUSSED**

d. Winter Wonderland Planning

**DISCUSSED – 1 Day Only (Saturday, December 1, 2018)**

e. Kindergarten Fencing Project

**DISCUSSED**

f. Measure "E" Update

**DISCUSSED**

#### D) Consent Agenda Items

None

#### E) Items Scheduled for Action/Consideration

1. Consideration and Appointment of Directors of Election of Officers for the Position of Chairman, Secretary and Treasurer of the Governing Board for Manzanita Public Charter School.

2. Discussion and Approval of Election of Chairman for the Governing Board for Manzanita Public Charter School  
**MR. ERIC WILHELM MOVED TO APPROVE THE APPOINTMENT OF ELECTION OF MONIQUE MANGINO AS CHAIRMAN FOR THE GOVERNING BOARD FOR MANZANITA PUBLIC CHARTER SCHOOL.**

**MR. JUAN CARLOS CASTAÑEDA SECONDED THE MOTION.**

**VOTE: 4/4**

**MOTION APPROVED.**

3. Discussion and Approval of Election of Secretary for the Governing Board for Manzanita Public Charter School  
**MS. ARLEEN PELSTER MOVED TO APPROVE THE APPOINTMENT OF ELECTION OF ERIC WILHELM AS SECRETARY FOR THE GOVERNING BOARD FOR MANZANITA PUBLIC CHARTER SCHOOL.**

**MR. JUAN CARLOS CASTAÑEDA SECONDED THE MOTION.**

**VOTE: 4/4**

**MOTION APPROVED.**

4. Discussion and Approval for the Election of Treasurer for the Governing Board for Manzanita Public Charter School.  
**MS. ARLEEN PELSTER MOVED TO APPROVE THE APPOINTMENT OF ELECTION OF JUAN CARLOS CASTAÑEDA AS TREASURER FOR THE GOVERNING BOARD FOR MANZANITA PUBLIC CHARTER SCHOOL.**  
**MR. ERIC WILHELM SECONDED THE MOTION.**  
**VOTE: 4/4**  
**MOTION APPROVED.**
5. Discussion and Approval of New Board Member Ed Braxton  
**MR. ERIC WILHELM MOVED TO APPROVE NEW BOARD MEMBER ED BRAXTON.**  
**MS. ARLEEN PELSTER SECONDED THE MOTION.**  
**VOTE: 4/4**  
**MOTION APPROVED.**
6. Discussion and Approval of New Board Member Krishna Flores  
**MS. ARLEEN PELSTER MOVED TO APPROVE NEW BOARD MEMBER KRISHNA FLORES.**  
**MR. ERIC WILHELM SECONDED THE MOTION.**  
**VOTE: 4/4**  
**MOTION APPROVED.**
7. Approval of the meeting minutes for the Special Board Meeting for September 12, 2018 (Attachment A)  
**MS. ARLEEN PELSTER MOVED TO APPROVE THE MEETING MINUTES FOR THE SPECIAL BOARD MEETING FOR SEPTEMBER 12, 2018.**  
**MR. JUAN CARLOS CASTAÑEDA SECONDED THE MOTION.**  
**VOTE: 5/5**  
**MOTION APPROVED.**
8. Approval of the meeting minutes for the Regular Board Meeting on September 19, 2018 (Attachment B)  
**MR. JUAN CARLOS CASTAÑEDA MOVED TO APPROVE THE MEETING MINUTES FOR THE REGULAR BOARD MEETING ON SEPTEMBER 19, 2018 WITH THE AMENDMENT TO REFLECT CORRECTION TO SPELLING OF MS. KRISHNA FLORES' NAME.**  
**MS. ARLEEN PELSTER SECONDED THE MOTION.**  
**VOTE: 5/5**  
**MOTION APPROVED.**
9. Discussion and Approval of the Check Detail, Unpaid Bills Detail and Deposit Detail (Attachment C) (Nancy Dow)  
**MR. JUAN CARLOS CASTAÑEDA MOVED TO APPROVE THE CHECK DETAIL, UNPAID BILLS DETAIL AND DEPOSIT DETAIL.**  
**MR. ERIC WILHELM SECONDED THE MOTION.**  
**VOTE: 5/5**  
**MOTION APPROVED.**
10. Discussion and Approval the Memorandum of Understanding (MOU) with American Star Transportation, Inc. (Attachment D) (Suzanne Nicastro)  
**TABLED.**
11. Discussion and Approval of the VISA/MC Credit Card for all Fundraising Expenses (Attachment E) (Suzanne Nicastro)  
**MR. ERIC WILHELM MOVED TO APPROVE THE VISA/MC CREDIT CARD FOR ALL FUNDRAISING EXPENSES.**  
**MS. ARLEEN PELSTER SECONDED THE MOTION.**  
**VOTE: 5/5**  
**MOTION APPROVED.**
12. Discussion and Approval of Merchant Credit Card Account (Square) for Fundraising/Parent Advisory Council (Attachment F) (Suzanne Nicastro)  
**MR. JUAN CARLOS CASTAÑEDA MOVED TO APPROVE THE MERCHANT CREDIT CARD ACCOUNT (SQUARE) FOR FUNDRAISING/PARENT ADVISORY COUNCIL.**  
**MR. ERIC WILHELM SECONDED THE MOTION.**  
**VOTE: 5/5**  
**MOTION APPROVED.**



**F) Items Scheduled for Information and Discussion**

1. Smarter Balanced Test Results
2. Survey Monkey Performance Evaluations for Superintendent/Principal
3. Dashboard Local Indicators 1, 2, 3 and 6
4. 2018 Parent/Staff/Scholar Survey Results

**PRESENTED  
DISCUSSED  
PRESENTED  
PRESENTED**

**E) Future Agenda Items**

1. Brown Act Training – November 28, 2018 Meeting
2. Report Card Options
3. Employee Handbook Review

**F) Adjourn to Closed Session Time: 8:08 PM**

*The Governing Board will consider and may act upon the following items in closed session. Any action taken will be reported publicly upon reconvening to open session.*

1. Public Employment: New Hire
  - a. Certificated Employee (1): Teacher Tutor
  - b. Classified Employee (1): Noon Duty Aide

**G) Reconvene to Open Session Time: 8:22 PM**

**H) PUBLIC REPORT ON ACTION TAKEN IN CLOSSES SESSION (includes the vote or abstention of every member present)  
NO ACTION TAKEN.**

**I) Next Meeting**

The next scheduled meeting of the Governance Board will be held on **Wednesday, November 28, 2018 at 5:00 PM**  
Manzanita Public Charter School Staff Lounge.

**J) Adjournment Time: 8:22 PM**

**CERTIFICATE OF SECRETARY**

I certify that I am the duly appointed Secretary of the Manzanita Public Charter School dba Manzanita Governance Board, a California nonprofit public benefit corporation; that these minutes, consisting of three (3) pages are the minutes of the meeting of the Board of Directors held on October 17, 2018.

  
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ERIC WILHELM  
GOVERNANCE BOARD SECRETARY

November 28, 2018  
DATE