

Manzanita Governance Board

Approved Minutes

SEPTEMBER 13, 2023

Regular Board Meeting

Governance Board Members

Chairman	Arleen Pelster
Vice Chairman	Krishna Flores
Secretary	Eli Villanueva
Treasurer	Monique Mangino
Member	Eric Wilhelm
Member	Beth Chi

The regular board meeting of the Governance Board of Manzanita Public Charter School will be held at Manzanita Public Charter School Staff Lounge, 991 Mountain View Blvd, Vandenberg Space Force Base, CA on September 13, 2023 at 3:30 pm and will also be held via teleconference pursuant to Executive Orders N-25-20 and N-29-20.

Members of the public who wish to access this Board meeting via Zoom may do so by clicking the direct link: <https://us02web.zoom.us/j/6825676592>

The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

- A) Call to Order Time: 3:30 PM
Pledge of Allegiance
Establish Quorum 6/6
Opening Comments/Introductions/Welcome Guests

- B) Communications
Instructions for Presentations to the Board by Parents and Citizens

Manzanita Public Charter School (“School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the School 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 School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. “Request to Speak” forms are available in Spanish and English to all audience members who wish to speak on any agenda item(s) or under the general category of “Oral Communications.”
3. “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes each and total time allotted to non-agenda

items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.

4. With regard to items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
5. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
6. A member of the public requiring an interpreter will be provided six (6) minutes for public in accordance with section 54954.3 of the Government Code.

Any public records relating to an agenda item for an open session of the Board meeting which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 991 Mountain View Blvd, VSFB, CA.

In compliance with the Americans with Disabilities Act (ADA) and upon request, the School 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 the Director's office.

C) Reports

1. Superintendent's Report

- a. Enrollment Report (Attachment A)
- b. Prop 51/PSMI Update
- c. ~~Special Topic Communication to Staff and Families~~ - TABLED
- d. Board meeting date change from 11/8/23 to 11/1/2023 – NOVEMBER 2023 BOARD MEETING CHANGED TO NOVEMBER 1, 2023.
- e. California Charter School Development Center Conference 11/7-11/10

2. Interim Principal's Report

- a. Back-to-School Night
- b. Wintime and Essential Standards
- c. Professional Learning Communities

3. Vandenberg Space Force Base Report Crystal Adams - School Liaison

D) Consent Agenda Items

Motion: Eric Wilhelm Second: Eli Villanueva Vote: 6/6

1. Approval of the August 9, 2023 Minutes of the Regular Board Meeting (Attachment B)
2. Approval of Check Detail, Deposit Detail and Unpaid Bills (Attachment C)
3. Approval of Administrative Clerk I and Administrative Clerk II Job Description Updates (Attachment D)
4. Approval of \$1,500 Certificated Stipend for Board Certified Behavior Analyst (BCBA) (Attachment E)

E) Items Scheduled for Information and Discussion

1. ~~Student State Achievement Data (Kat Franson)~~ TABLED
2. Governance Board Bylaws Review (Suzanne Nicastro) (Attachment F)
3. State of the Education Workforce (Suzanne Nicastro) (Attachment G)

F) Items Scheduled for Action/Consideration

1. Discussion and Approval of the 2022-2023 Unaudited Actuals (Delta Management Solutions) (Attachment H)

Motion: Krishna Flores Second: Beth Chi Vote: 6/6

2. Discussion and Approval of the 2023-2024 Declaration of Need for Fully Qualified Educators (Suzanne Nicastro) (Attachment I)

Motion: Eric Wilhelm Second: Monique Mangino Vote: 6/6

3. Discussion and Approval of Adding Principal to School Credit Card Account with a \$5,000 Credit Limit (Suzanne Nicastro) (Attachment J)

Motion: Beth Chi Second: Eli Villanueva Vote: 6/6

G) Future Agenda Items

1. Grades 7 and 8 Material Revision

H) Next Meeting

The next scheduled meeting of the Governance Board will be held on Wednesday, October 11, 2023 at 3:30 PM in the Manzanita Public Charter School Staff Lounge.

I) Adjournment

Time: 4:39 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 regular meeting of the Board of Directors held on September 13, 2023.



Eli Villanueva
Governance Board Secretary

October 11, 2023
Date