

Manzanita Governance Board
Approved Minutes
September 15, 2021
Regular Board Meeting
Governance Board Members

Chairman	Arleen Pelster
Secretary	Eric Wilhelm-Absent
Treasurer	Eli Villanueva
Member	Monique Mangino
Member	Harvey Green
Member	Krishna Flores

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors (“Board”) and employees of the Manzanita Public Charter School shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so by clicking the direct link: <https://us02web.zoom.us/j/6825676592> The regular meeting will begin at 4:00 pm.

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: 4:02 pm

Pledge of Allegiance

Establish Quorum

5/6

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, VAFB, 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) Adjourn to Closed Session Time: 4:05 pm

The Council will consider and may act upon the following in closed session. Any action taken will be reported publicly during the open session.

1. Superintendents Contract

D) Reconvene to Open Session Time: 4:30 pm

E) PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present)

The board unanimously accepted Suzanne Nicastro's letter of resignation/retirement effective June 30, 2022.
Passed 5/0

F) Reports

- a) Superintendent/Principal's Report
 - i. Enrollment Report
 - ii. Essential Electives Update
 - iii. PSMI Grant Update

G) Consent Agenda Items

MOTION: Eli Villanueva **SECOND:** Monique Mangino **VOTE: 5 /0**

1. Approval of Meeting Minutes for the August 18, 2021 Regular Board Meeting (Attachment A)
2. Approval of Check Detail and Unpaid Bills Detail (Attachment B) (Nancy Dow)
- ~~3. Approval of the Employee Handbook (Attachment C) (Suzanne Nicastro)~~ This item was tabled for a future meeting, after a review from an attorney

H) Items Scheduled for Action/Consideration

1. Discussion and Approval of the 2020/2021 Unaudited Actuals. (Attachment D) (Nancy Dow)

MOTION: KRISHNA FLORES **SECOND:** HARVEY GREEN **VOTE: 5/0**

2. Discussion and Approval of the revised COVID Funding Budget (Attachment E) (Nancy Dow)

MOTION: Eli Villanueva **SECOND:** KRISHNA FLORES **VOTE: 5/0**

3. Discussion and Approval of Manzanita Public Charter School Bylaws (Attachment F) (Suzanne Nicastro)
This item was tabled for a future meeting.

Items Scheduled for Information and Discussion

1. Leadership Transition
2. Master Schedule/WIN time

E) Future Agenda Items

1. Leadership Transition
2. 1st trimester Academic Achievement Data

F) Next Meeting

The next scheduled meeting of the Governance Board will be held on **Wednesday, October 20, 2021 at 4:00 PM**
Manzanita Public Charter School Staff Lounge.

G) Adjournment Time: 6:06 pm