

Manzanita Governance Board

Approved Minutes

SEPTEMBER 11, 2019

Regular Board Meeting

Governance Board Members

Chairman	Monique Mangino
Secretary	Eric Wilhelm-Absent
Treasurer	Juan Carlos Castañeda-Absent
Member	Krishna Flores
Member	Arleen Pelster

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, VAFB, CA on WEDNESDAY, SEPTEMBER 11, 2019 AT 6:00 PM.

A) CALL TO ORDER

TIME: 6:01 pm

Pledge of Allegiance

Establish Quorum

3 /5 (Mr. Wilhelm and Mr. Castaneda absent)

Opening Comments/Introductions/Welcome Guests

B) Communications

Instructions for Presentations to the Board by Parents and Citizens

Harvey Green spoke expressing his interest in joining the Board of Directors.

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) Reports

- a) Superintendent/Principal's Report
 - i. Enrollment Report
 - ii. Finland Itinerary

D) Consent Agenda Items

None

E) Items Scheduled for Action/Consideration

1. Approval of the Meeting Minutes for the June 26, 2019 Regular Board Meeting (Attachment A)
Motion: Arleen Pelster Second: Krishna Flores Vote: 3/0 (Mr. Wilhelm and Mr. Castañeda absent)
2. Approval of the Meeting Minutes for the August 21, 2019 Regular Board Meeting (Attachment B)
Motion: Krishna Flores Second: Arleen Pelster Vote: 3/0 (Mr. Wilhelm and Mr. Castañeda absent)
3. Discussion and Approval of the Check Detail and Unpaid Bills Detail (Attachment C) (Nancy Dow)
Motion: Arleen Pelster Second: Krishna Flores Vote: 3/0 (Mr. Wilhelm and Mr. Castañeda absent)
4. Discussion and Approval of the Lanspeed Work for Migration to a Cloud Based Server System (Attachment D) (Suzanne Nicastro)
Motion: Krishna Flores Second: Arleen Pelster Vote: 3/0 (Mr. Wilhelm and Mr. Castañeda absent)
5. Discussion and Approval of the Notice of Completion for Century Enterprises Inc. (Attachment E) (Suzanne Nicastro)
Motion: Arleen Pelster Second: Krishna Flores Vote: 3/0 (Mr. Wilhelm and Mr. Castañeda absent)
6. Discussion and Approval of Placing a Higher Salary Classification form in the Employee Handbook. (Attachment F) (Suzanne Nicastro)
Motion: Krishna Flores Second: Arleen Pelster Vote: 3/0 (Mr. Wilhelm and Mr. Castañeda absent)
7. Discussion and Approval of the 2018/2019 Unaudited Actuals. (Attachment G) (Nancy Dow)
Motion: Arleen Pelster Second: Krishna Flores Vote: 3/0 (Mr. Wilhelm and Mr. Castañeda absent)

- 8. Discussion and Approval of the Employee Sick Leave Policy (Attachment H) (Nancy Dow)
Motion: Krishna Flores Second: Monique Mangino Vote: 3/0 (Mr. Wilhelm and Mr. Castañeda absent)
- 9. Discussion and Approval of Request to Increase VISA (Account ending in 1313) Line of Credit to \$15,000 (currently \$5,000) (Attachment I) (Nancy Dow)
Account ending 1313-\$10,000, Accounting ending 4139 \$5000.00
Motion: Arleen Pelster Second: Krishna Flores Vote: 3/0 (Mr. Wilhelm and Mr. Castañeda absent)

F) Items Scheduled for Information and Discussion

- 1. Board Agenda Planning and Focus
- 2. Facilities Update

E) Future Agenda Items

- 1. Finland Power-point

F) Adjourn to Closed Session Time: _____

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

G) Reconvene to Open Session Time: _____

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

I) Next Meeting

The next scheduled meeting of the Governance Board will be held on **Wednesday, October 16, 2019 at 6:00 PM** Manzanita Public Charter School Staff Lounge.

J) Adjournment Time: 7:18 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 one (3) pages are the minutes of the meeting of the Board of Directors held on September 11, 2019.

_____. October 16, 2019
ERIC WILHELM DATE
GOVERNANCE BOARD SECRETARY