



991 Mountain View Blvd,
Vandenberg AFB, CA 93437
(805) 734-5600 ~ FAX (805) 734-3572
www.manzanitacharterschool.com
"A Gold Ribbon School"

SUPERINTENDENT'S ENROLLMENT REPORT

DATE OF MEETING: WEDNESDAY, MARCH 9, 2022

	August	September	October	November	December	January	February	March	April	May
Transitional Kinder	13	13	13			13	12	12		
Kinder	54	56	56			52	53	53		
First	72	73	71			70	70	69		
Second	52	52	52			48	50	50		
Third	70	71	70			69	70	69		
Fourth	67	65	64			63	64	64		
Fifth	58	57	57			56	57	57		
Sixth	60	58	58			59	59	59		
TOTAL	446	445	441			430	435			

From: Suzanne Nicastro <Suzanne.Nicastro@manzanitacharterschool.com>
Date: Thursday, March 3, 2022 at 9:11 AM
To: Ninette Height <Ninette.Height@manzanitacharterschool.com>
Subject: FW: LUSD PSMI Grant Application Invitation Letter and Template

On 3/1/22, 9:16 PM, "Littleton, Louis C III CIV OEA (USA)" <louis.c.littleton.civ@mail.mil> wrote:

Doug, Suzanne, and Team

The Invitation Letter to submit a formal grant application for the Public Schools on Military Installations Manzanita Public Charter School project is attached. Congratulations on this milestone!

Over the next few days, I will create accounts for you or your identified leads in our grants application portal. You will use the portal to submit your grant application. Prior to formally submitting the application in our portal, you can start working on the attached Microsoft Word template. Using the template is the best way to get your application in final draft status before submitting it in our portal. I will work with you to ensure your application is ready to import in the grants portal.

During our call tomorrow (or shortly after), we can identify a time to go over the template and the next steps in the process in detail.

Congrats again!

Very Respectfully,

Louis

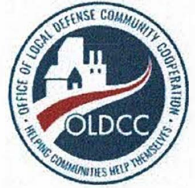
Louis Littleton
Project Manager
Department of Defense
Office of Local Defense Community Cooperation
Western Regional Office
1325 J Street, Suite 1500
Sacramento, CA 95814
louis.c.littleton.civ@mail.mil
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OFFICE OF LOCAL DEFENSE COMMUNITY COOPERATION

2231 CRYSTAL DRIVE, SUITE 520
ARLINGTON, VA 22202-3711



Mr. Trevor McDonald
Superintendent
Lompoc Unified School District
1301 North A Street
Lompoc, CA 93436-3516

Dear Mr. McDonald:

Lompoc Unified School District is invited to submit a formal grant application for Office of Local Defense Community Cooperation funding in the amount of \$2,754,800 for planning and design to rehabilitate and modernize Manzanita Public Charter School with an estimated total design cost of \$3,443,500, with a future estimated construction grant of \$35,654,475, for a total project cost of \$39,097,975.

This invitation is the result of the Public Schools on Military Installations Federal Evaluation Team's review of your August 31, 2021, proposal; October 26, 2021, site visit; and the December 10, 2021, responses to questions to validate your proposed project scope as well as its responsiveness to address facility capacity and condition deficiencies at Manzanita Public Charter School, as determined by the April 2019 Deputy Secretary of Defense "Public Schools on Military Installation Priority List."

As explained in the April 23, 2015, Federal Register Notice for this program, a grant award will be based on your complete application for Federal funding, subject to compliance with the National Environmental Policy Act (NEPA) and Council on Environmental Quality NEPA regulations. The inclusion of accurate and complete information will greatly assist our processing of your application in a timely manner.

Our point of contact who can assist you with this application is Louis Littleton, (916) 577-7316, louis.c.littleton.civ@mail.mil. We greatly appreciate your responsiveness to date and look forward to working with your team on this important project.

Sincerely,

O'BRIEN.P
ATRICK.J.1
231200319

Digitally signed by
O'BRIEN.PATRICK.
J.1231200319
Date: 2022.02.28
17:58:26 -05'00'

Patrick J. O'Brien
Director

FY 22 PSMI Grant Template

Purpose: The grant template, a guidance document, provides a structured approach for Office of Local Defense Community Cooperation (OLDCC) Project Managers (PMs) to assist applicants with their FY22 Public Schools on Military Installations (PSMI) grant applications. The template streamlines the development of the applications, enhances incorporation of critical proposal information, ensures consistency between applications, and leverages the use of PSMI proposals submitted through grants.gov to the greatest extent possible.

Below is section-by-section guidance for preparing the grant application in advance of the Technical Review Committee (TRC) meeting.

Contacts

- Be sure the following contacts are identified and loaded in grants portal (EADS)
 - Primary Delegated Authority (PDA)
 - Authorizing Official (AO)
 - OLDCC Project Manager (PM)
 - Secondary OLDCC PM (if assigned)
 - Construction Program Director (PD)
 - Grants Management Specialist (GMS)
 - Compliance Deputy Director

SF-424 (Pre-populated from Grants.Gov)

- Check for completeness and accuracy
- Eliminate all acronyms
- Ensure the federal and non-federal amounts are accurate
- Ensure the correct grant start and end dates are correct and consistent throughout the grant application

Application Narrative Tab

General Guidance:

Use this section to describe the proposed project and justify the need for financial assistance. To the greatest extent possible the narrative should rely on language extracted directly from the proposal (no changes). The narrative should focus on the key proposal aspect and can reference the proposal for more detail. Narrative sections should be limited to 1,000 words if possible. The narrative may require clarification or additional details, but the narrative should not change the cost, schedule, or scope presented in the proposal. The proposal should be included as an attachment to the grant application. Lengthy attachments may be withheld with concurrence from the PD or PSMI Administrator. Appendices, charts, maps, illustrative materials, and documents required to document completion of common PSMI Special Conditions, should be attached to the grant application.

Common PSMI Special Condition Supporting Documents may include but not limited to:

- Evidence of Site Control
- Approved NEPA Documentation
- Evidence of Non-Federal Funding (Match)

Evidence of Performance Bond
Sub Award or Other Agreements

Key Personnel

OLDCC should encourage identification of one Key Personnel

Contractor Services:

Does this grant require use of contractor services?

- ☐ Yes
- ☐ No

Sub Recipient

Do you anticipate awards to any sub recipients?

- ☐ No
- ☐ Yes

Deliverable Instructions

Below is a list of minimum deliverables. Others may be added depending on the scope of the project.

Grant Deliverable List

Name	Description	Deliverable Date
Certificate of Occupancy	The Grantee will provide the Grantor with a copy of the certificate of occupancy for the completed project issued by the appropriate jurisdiction.	
Equipment List	The Grantee will provide the Grantor with a list of all grant-related personal property (e.g., equipment and non-fixed asset machinery; as conforming to 2 CFR § 200.33, § 200.313).	
As-Built Drawings	The Grantee will provide the Grantor with final “as-built” construction plans as well as final inspection reports (including photo documentation).	
Notice of Federal Interest	The Grantee will provide the Grantor with evidence a Notice of Federal Interest (NFI, see I.B.(2) above) has been recorded in the appropriate official records of the jurisdiction in which the property is located within 10 days of recordation.	
Demo/Site Work Documentation	Documentation to support the completion of demolition and site work activities.	
Permits	Grantee will provide Grantor copies of approved permits necessary for accomplishment of the grant scope. (This is a recommended addition if there are significant outstanding permits)	
Bid Documents	The Grantee will provide the Grantor copies of the 100% complete bid documents for the construction and/or equipment installation contracts. (This is a recommended addition)	

Goals related to OEA mission instructions

Mission: Execute projects or programs in accordance with public law, which specifically authorizes and appropriates funds to the Office of Economic Adjustment to make investments that include construction design, site preparation, and construction. Please include a citation and/or discussion of the specific program authorization.

- ☐ N/A
- ☐ Assist communities responding to defense impacts as directed by the Department of Defense and/or statute (**Select this one**)

Goals related to the OEA mission

(Proposed Template Text)

Execute congressionally authorized and appropriated projects “owned by a State or local government, or a not-for-profit, member-owned utility service to address deficiencies in community infrastructure supportive of a military installation, if the Secretary determines that such assistance will enhance the military value, resilience, or military family quality of life at such military installation.” The *[insert project name]* is on the approved [confirm it is the Secretary’s list this FY] Secretary of Defense “Public Schools on Military Installations” priority list and has been invited to apply for a grant.

CAGE Code: Add the CAGE code

Grant Introduction/Background

Extract text from the project proposal. Edit if necessary for conciseness and clarity. Should discuss the background that led to the need for the project at the installation. Recommend a paragraph or two, but not more than one page.

Need for Assistance

Identify project as military value, resilience, or a quality of life enhancement. Use the assessment made by the review panel if it differs from the proposal.

Extract text from the project proposal.

Narrative should discuss the need for the project for both the military installation and the community.

Narrative should extract language directly from the Installation Support Letter included with the proposal.

Recommend one to three paragraphs maximum.

Grant Abstract

Include a concise one paragraph abstract. The abstract should identify the grantee, what the project will accomplish/construct, and expected benefits to the installation and community. The abstract should quantify specifics where applicable (e.g. 50,000 square foot facility, indoor vs outdoor space, to benefit XX students, etc.). Should conclude with: The [Project name] addresses the [Enhancement category - military value, resilience, Quality of life] needs at [installation name].

Results or Benefits Expected

Extract text from the proposal. This should mirror the need for assistance discussion.

Approach and Timeline

Approach

Include a short discussion addressing the following elements:

- Execution approach to include project parties, sub awards, planned contracts, and the project delivery/execution method.

Include status and/or approach for each of the following elements (as applicable). Can use bullets, sentences, up to a paragraph for each element. Reference any attached supporting documentation that demonstrates completion of these elements.

- Design:
- Construction Bid Documents:
- Site Control:
- NEPA:
- Match Funding: (sources and availability)
- Permits
- Sub award agreements
- Contracting
- Performance Bond
- 3rd party cost estimate/risk discussion

Identify any special execution considerations based on the scope, location, or other challenges.

Timeline:

Include the requested grant period start and completion dates (needs to match the SF424)

Reference and attached schedule or the project proposal.

Extract and list the proposed project development schedule dates for inclusion in the grant award.

Scope of Work/Work Program

Summarize what the project is constructing. Recommend one paragraph with reference to the attached proposal.

If the PM sees a need to clarify what's in the proposal, please see the PD or PSMI administrator for guidance on including a supplemental scope of work.

Application Attachments

Please attach the original project proposal and any supporting documentation as discussed above. (Please note: the IT team is expected to pre-populate the proposal; however, if not, the OLDCC PM is to upload the proposal. PMs should take care that the applicant does not upload these documents themselves to avoid the risk of changes being made to the proposal. Clarifications can be discussed in the narrative; however, the reference proposal needs to be exactly as submitted minus the SF424)

Also, recommended that the applicant either include draft NEPA documents or the completed NEPA checklist outlining potential environmental concerns of the project.

Budget Tab

PM will need to work with the applicant to disaggregate proposal budget into SF424C format. Be mindful of the following:

- Federal vs non-federal share
- Pre award costs
- Planning and design needs to show on the non-federal side of the ledger
- Equipment costs
- Contingency (construction vs project) – This may impact future amendment requests.

The budget tab in EADS does require a budget justification attachment be uploaded. The proposal will need to be mined for an appropriate reference to upload. This reference could be a summary table of the proposed budget or copy of the proposal's Independent 3rd Party Cost Estimate. Be mindful that the reference provided will need to match what is on the SF424C.

Assurances and Certifications

Please follow normal grant protocols for assurances and certification.

TRC Information

Source of Match

List all match sources and opine on their availability and supporting documentation.

Timeline

List the proposed grant start and end dates and the proposed project development schedule. Identify any schedule concerns or anomalies.

DoD Action

(Proposed Template Text)

Execute congressionally authorized and appropriated projects “owned by a State or local government, or a not-for-profit, member-owned utility service to address deficiencies in community infrastructure supportive of a military installation, if the Secretary determines that such assistance will enhance the military value, resilience, or military family quality of life at such military installation.” The [*insert project name*] is on the approved Secretary of Defense “Public Schools on Military Installations” priority list and has been invited to apply for a grant.

Goals and Objectives

Mirror the grant abstract and supplement if needed.

Deliverables

Include the statement that recommended PSMI deliverables have been included. Call out any exceptions or additions to the list above.

PM Programmatic Assessment

Address if the proposal is reasonable, allocable, and allowable. Acknowledge the PSMI review panels determination that the project meets the PSMI eligibility criteria. Comment on the applicant's ability to execute the project, prior grant experience, and any PM concerns with the organizations ability to execute the project. Discuss any PM concerns to meet the timeline. Discuss any PM concerns with the proposed cost. Discuss any PM concerns with the scope. If there are no concerns, please state so.

PM recommendation

Recommend approval of the application either as submitted (or with corrections/conditions). If you can't make that recommendation, you need to elevate to the PD and PSMI Administrator as soon as the issue is identified!

Manzanita Governance Board

Unadopted Minutes

FEBRUARY 16, 2022

Regular Board Meeting

Governance Board Members

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

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 February 16, 2022 at 4:00 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: 4:02 PM

Pledge of Allegiance

Establish Quorum

5/6 (Eric Wilhelm Absent)

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: 4:02 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 Employee Appointment
Title: Business Manager
2. Public Employee Appointment
Title: Classified Instructional Assistants

D) Reconvene to Open Session Time: 4:52 PM

- E) Public Report on Action Taken in Closed Session** (includes the vote or abstention of every member present)
No action to report.

F) Reports

1. Superintendent/Principal's Report
 - a. Enrollment Report (Handout 1)
 - b. COVID-19 Update
 - c. Facilities Grant Progress
 - d. Jog-a-thon Plans

G) Consent Agenda Items

Motion: Harvey Green Second: Krishna Flores Vote: 5/5 (Wilhelm Absent)

1. Approval of Meeting Minutes for the Regular Board Meeting on January 26, 2022 (Attachment A)
2. Approval of Check Detail, Unpaid Bills Detail and Deposit Detail (Attachment B) (Nancy Dow)
3. Discussion and Approval of School Accountability Report Card (SARC) and Local Accountability Report 2021 (LARC) (Attachment C) (Suzanne Nicastro)

H) Items Scheduled for Action/Consideration

1. Discussion and Approval of 2022-2023 School Calendar & 2023-2024 School Calendar (Attachment D) (Suzanne Nicastro)

Motion: Krishna Flores Second: Eli Villanueva Vote: 5/5 (Wilhelm Absent)

2. Discussion and Approval of the Annual Financial Audit for the 2020-2021 Fiscal Year (Attachment E) (~~Nancy Dow~~) (Suzanne Nicastro)

Motion: Monique Mangino Second: Krishna Flores Vote:

3. Discussion and Approval of 2022 Supplement to Annual Update for 2021-2022 Local Control Accountability Plan (LCAP) (Attachment F) (Suzanne Nicastro & Nancy Dow)

Motion: Eli Villanueva

Second: Krishna Flores

Vote: 5/5 (Wilhelm Absent)

4. Discussion and Approval of Delta Managed Solutions Back Office Contract (Attachment G) (Suzanne Nicastro)

Motion: Harvey Green

Second: Monique Mangino

Vote: 5/5 (Wilhelm Absent)

I) Items Scheduled for Information and Discussion

1. Presentation on STEM program (Michael Valverde)

J) Future Agenda Items

1. Single School Plan
2. Employee Handbook

K) Next Meeting

The next scheduled meeting of the Governance Board will be held on Wednesday, March 9, 2022 at 4:00 PM in the Manzanita Public Charter School Staff Lounge.

L) Adjournment

Time: 5:50 PM

Manzanita Charter School
Check/Voucher Register - Check Register Board
From 2/1/2022 Through 2/28/2022

Attachment D

<u>Check Number</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
1046	Larry Kaml	2/16/2022	762.88
663	SBCEO	2/2/2022	931.12
664	SBCEO	2/2/2022	1,077.70
665	Wells Fargo Vend...	2/2/2022	650.64
666	Office Depot	2/2/2022	14.56
667	Office Depot	2/2/2022	27.38
668	CSM Consulting,...	2/2/2022	625.00
669	ACECO Equipmen...	2/2/2022	268.80
670	Diverse Pest	2/2/2022	1,500.00
671	LCA Bank Corp	2/11/2022	529.06
672	Lanspeed	2/11/2022	2,579.00
673	Advanced Compu...	2/11/2022	900.00
674	Office Depot	2/11/2022	160.55
676	SISC III	2/11/2022	25,711.00
677	Innovative Schoo...	2/22/2022	1,700.00
678	VSP	2/22/2022	413.72
679	SBCEO	2/22/2022	6,800.00
680	STA West Region	2/22/2022	42,817.74
681	Formative Loop	2/22/2022	210.00
99562361	Amazon.com	2/3/2022	244.05
EFT793	Aramark	2/2/2022	46.20
EFT796	School Specialty	2/2/2022	244.56
EFT801	Frontier Communi...	2/2/2022	48.64
EFT811	Sara Dow Hanover	2/22/2022	225.00
EFT814	Aramark	2/22/2022	61.80
EFT815	Frontier Communi...	2/22/2022	57.39
Report Total			<u>88,606.79</u>

Manzanita Charter School
Deposits
9110 - Cash in Bank

Documen...	Deposit Number	Document Number	Customer ID	Tran... Source	Cleared Status	Cleared Date	Document Amount	Document Description
1/3/2022		178	MPCS Health	CR	OS		32,639.91	CR Jan 2022 GF
1/4/2022		166	MPCS Health	CR	OS		32,639.91	Jan 2022 CR
1/12/2022		165	FIA	CR	CL	1/31/2022	(66,548.00)	Rev CR073 #124
1/12/2022	FIA Dec 2021 2	124	Federal Impact Aide	CR	CL	1/31/2022	66,548.00	CR Dec 2021
1/18/2022		167	MPCS Donations	CR	OS		300.00	Jan 2022 CR
1/18/2022		179	MPCS Donations	CR	OS		300.00	CR Jan 2022 GF SBCEO
1/31/2022		177	MPCS Health	CR	OS		32,639.91	CR Jan 2022 GF
2/7/2022		189	MPCS Health	CR	OS		33,642.20	CR Feb 2022
2/7/2022		190	TSA Consulting Group	CR	OS		100,000.00	CR Feb 2022
2/7/2022		191	TSA Consulting Group	CR	OS		299.81	CR Feb 2022
2/10/2022		192	SBCEO	CR	OS		10,000.00	CR Feb 2022
					Total 9110 - Cash in Bank		242,461.74	
Report Total							242,461.74	



SECOND INTERIM BUDGET REPORT 2021/2022
MARCH 9, 2022

2ND INTERIM REPORT CONSISTS OF:

- The 2nd Interim Report takes the adopted budget approved in June (prior year), and shows several important factors:
- Adopted Budget (June 2021)
- 1st Interim Revised Budget (Dec 15, 2021)
- 2nd Interim Revisions Due March 15, 2022
- Differences between 1st Interim/2nd Interim (and comments)
- Actuals as of 01/31/2022
- 2-year multi-year projection 2022/2023 & 2023/2024
- In addition to the overall general fund budget, this report includes separate budgets vs. actuals for special funds.
- DUE March 15, 2022 to Sponsoring District and County Offices
 - The report is submitted to Lompoc Unified, SB County Education and reviewed for accuracy.

Attachment of 2nd Interim budget

Manzanita Public Charter School Proposed Revisions (2nd Interim 2021/2022) Presented to Board March 9, 2022									
	General Fund	Proposed Budget 2021/2022 5.07 %COLA	1st Interim Draft 2021/2022 5.07 %COLA	2nd Interim Draft 2021/2022 5.07 %COLA	Change	Comments / Assumptions	Actuals as of 01/31/22	Multi Year Projections 2022/2023 5.33% COLA TBD	Multi Year Projections 2023/2024 3.11% COLA
Revenues:		ADA 410	ADA 410	ADA 405		REDUCED ADA 2nd Interim/MYP		ADA 405	ADA 405
	LCFF Revenues	3,979,992	3,979,833	3,903,420	(76,413)	Updated to latest LCFF Calc Ver 22.2B	1,627,018	4,069,830	4,178,355
	Federal Revenue	253,793	255,356	255,356	-	21/23 - includes only ongoing regular federal funds (non covid related)	140,308	253,793	253,793
	Other State Revenue	81,743	81,743	82,960	1,217		37,527	81,743	81,743
	Other State - Educator Effectiveness		39,000	39,000	-	Year 1 of Educator Effectivness	81,286	-	-
	Other Local Revenue	16,000	30,880	30,880	-		22,449	18,000	18,000
	Total Revenues	4,331,528	4,386,812	4,311,616	(75,196)		1,908,588	4,423,366	4,531,891
Expenditures:									
	Salaries	3,000,225	3,083,369	3,077,269	6,100		1,325,310	3,160,327	3,223,369
	Books and Supplies	109,000	110,000	95,000	15,000	Over budgeted based on actuals	67,000	84,000	84,000
	Services, Contracts	286,300	297,026	266,938	30,088	Over budgeted based on actuals	187,785	262,300	262,300
	Utilities	63,500	63,500	63,500	-		25,747	63,500	63,500
	Facility/ Repairs	17,000	20,000	20,000	-		4,857	25,000	25,000
	Technology and Equipment	33,000	33,000	33,000	-		15,172	43,000	43,000
	Transportation	473,103	473,104	473,104	-		253,384	492,028	511,709
	Special Ed	200,000	200,000	200,000	-	Estimated contribution from General Fund	-	215,000	215,000
	District Fees	119,400	119,395	117,103	2,292		-	122,095	125,351
	Educator Effectiveness Grant 21/22	-	39,000	39,000	-		-	-	-
	Federal REAP Grant Expense	30,000	30,000	30,000	-		3,125	30,000	30,000
	Total Expenditures	\$ 4,331,528	\$ 4,468,394	\$ 4,414,914	53,480		1,882,381	\$ 4,497,250	\$ 4,583,229
	Surplus (deficit)	0	(81,582)	(103,298)	(21,716)			(73,884)	(51,338)
	<i>Note : Operating Reserves does not include PPP Loan, forgiven Oct 2021</i>								
	Beginning Fund Balance	\$ 1,729,049	\$ 1,729,049	\$ 1,729,049		Unaudited Actuals 06/30/21		\$ 1,729,049	\$ 1,655,165
	Ending Balance	\$ 1,729,049	\$ 1,647,467	\$ 1,625,751				\$ 1,655,165	\$ 1,603,827
Reserve %		39.9%	36.9%	36.8%				36.8%	35.0%
		Adopted	Proposed 1st Interim	Proposed 2nd Interim				MYP 2022/2023	MYP 2023/2024
	Fund Balance Recap	\$ 1,729,049	\$ 1,647,467	\$ 1,625,751				\$ 1,655,164.75	\$ 1,603,826.98
	Reserves - Unrestricted	\$ 1,240,723	\$ 1,154,563	\$ 1,136,590				\$ 1,160,240.22	\$ 1,102,883.96
	Reserves - Economic Uncertainty 4%	\$ 173,261	\$ 178,736	\$ 176,597				\$ 179,890.02	\$ 183,329.15
		\$ -							
	Reserves - Restricted RRMA	\$ 134,948	\$ 134,052	\$ 132,447				\$ 134,917.51	\$ 137,496.86
	Reserves - Restricted SPED	\$ 180,117	\$ 180,117	\$ 180,117				\$ 180,117.00	\$ 180,117.00
	Unrestricted Reserves %	32.64%	29.84%	29.74%				29.8%	28.1%

PROPOSED CHANGES TO BUDGET

- The proposed changes to the budget for the 2nd Interim include:
- **Revenues:**
- LCFF Funds decrease \$76,413 due to lower ADA (405, was 410) – Discuss below
- 2021/2022 Attendance is now funded based on current data. The 405 ADA is a conservative approach as we don't yet have the final P2 report due in April that our funding will be based on. Multiyear projections also are based on a lower ADA (405). Once data is completed and if ADA is higher than extra funding (\$50-75,000) will cover the deficit spending.
- **Overall Revenues decreases \$75,196**
- **Expenses**
- Salaries decreased (estimated) \$6,100
- Supplies decreased \$15,000 – initial budget was too high and covid funds paid for some classroom supplies
- Contracts decreased \$30,088 –Here's what changed:
 - Professional Development reduced \$40,000 – budget was over estimated as retreat costs were partially paid for last years budget in June 2021
 - Cafeteria overhead reduced \$2,000 due to universal free lunches, LUSD no longer sending bills for and MOU revised to include delivery only
 - Printing was increased again \$3,000 due to increased need
 - Student services was increased \$6,000 due to extra assembly events
 - Oversight fees were realigned to cover the 3% fees (annually) \$2292 (decreased)
- Special Ed Contribution from general fund remains unchanged
- **Overall expenses increase costs : \$53,480**
- Net change in budget for 2nd Interim = (21,716) Increasing deficit from \$81,582 to \$103,298

BOTTOM LINE

- Fund Balance Recap
 - Ending reserves June 30, 2021: \$1,729, 049 total.
 - Of this \$1,136,590 is unrestricted. Restricted funds of \$592,459 includes Facilities, Special Ed, Economic Uncertainties.
 - 2021/2022 Adopted Budget Surplus/(Deficit): (\$0)
 - 2021/2022 1st Interim Surplus/(Deficit): : (\$81,582)
 - 2021/2022 2nd Interim Surplus/(Deficit): : (\$103,398)
-
- Estimated Unrestricted Reserves = 29.74% - this does NOT include the PPP Loan which (now forgiven) will be converted from a loan to revenue at the end of fiscal year 21/22 adding \$645,000 to reserves (=44%)
 - Multiyear Projections:
 - 2022/2023 : (\$73,884) Deficit
 - 2023/2024 : (\$61,338) Deficit
 - Multiyear projects use the Governors Proposed COLA increase of 5.33% and 3.11% respectively, step column increases and status quo for operation expenses

- ◆ The interim reports must include a certification of whether or not the LEA is able to meet its financial obligations.
- ◆ The certifications are classified as positive, qualified, or negative. A positive certification is assigned when the district will meet its financial obligations for the current and two subsequent fiscal years.
- ◆ A qualified certification is assigned when the district may not meet its financial obligations for the current or two subsequent fiscal years.
- ◆ A negative certification is assigned when a district will be unable to meet its financial obligations for the remainder of the current year or for the subsequent fiscal year.
- ◆ **Board approving this 2nd Interim budget is POSITIVE.**

A large orange circle is positioned on the left side of the slide, containing the text 'What to expect at the April Board Meeting' in white.

What to expect at the April Board Meeting

- Update on Governors budget outline and COLA increases
- Budget vs. Actual updates on new COVID relief funding for this year and next year and proposed spending plans:
 - . The proposed included in this year and next year Governor's Budget:
- **Expanded Learning Opportunity Grant (ELOP)**
- **Plan adoption is due June 1, 2021.**

GOVERNANCE BOARD UNAPPROVED MARCH 9, 2022**MANZANITA PUBLIC CHARTER SCHOOL***"A Gold Ribbon School"***Instructional Minutes 2022-2023****K-6****135 Full Instructional Days**

	TK/Kindergarten	First Grade	Second Grade	Third Grade	Fourth Grade	Fifth Grade	Sixth Grade
Start Time	8:10	8:10	8:10	8:10	8:10	8:10	8:10
Dismissal	2:50	2:50	2:50	2:50	2:50	2:50	2:50
Full Day Instructional Minutes	400	400	400	400	400	400	400
Minus a.m. Recess Minutes	-15	-15	-15	-15	-15	-15	-15
Minus Lunch/Recess Minutes	-45	-45	-45	-45	-45	-45	-45
Full Instructional Days x Minutes	135 x 340	135 x 340	135 x 340	135 x 340	135 x 340	135 x 340	135 x 340
Annual Minutes Full Day Instruction	45,900	45,900	45,900	45,900	45,900	45,900	45,900

45 Early Release / Staff Collaboration Days

	TK/Kindergarten	First Grade	Second Grade	Third Grade	Fourth Grade	Fifth Grade	Sixth Grade
Start Time	8:10	8:10	8:10	8:10	8:10	8:10	8:10
Dismissal	12:10	12:10	12:10	12:10	12:10	12:10	12:10
Early Release Day Instructional Minutes	240	240	240	240	240	240	240
Minus a.m. Recess Minutes	-15	-15	-15	-15	-15	-15	-15
Minus Lunch/Recess Minutes	-20	-20	-20	-20	-20	-20	-20
Early Release Instructional Days x Minutes	45 x 205	45 x 205	45 x 205	45 x 205	45 x 205	45 x 205	45 x 205
Early Release Day Minutes Total	9,225	9,225	9,225	9,225	9,225	9,225	9,225
Early Release + Regular Day Minutes	9,225 45,900	9,225 45,900	9,225 45,900	9,225 45,900	9,225 45,900	9,225 45,900	9,225 45,900
MPCS Total Minutes	55,125	55,125	55,125	55,125	55,125	55,125	55,125
State Requirement Instructional Minutes	36,000	50,400	50,400	50,400	54,000	54,000	54,000
MPCS OVER Instructional Minutes by:	19,125	4,725	4,725	4,725	1,125	1,125	1,125

135 Full Instructional Days + 45 Early Release Days/Staff Collaboration=180 Instructional Days



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www.manzanitacharterschool.com
"A Gold Ribbon School"

Manzanita Public Charter School Governance Board July 2022- June 2023 Board Meeting Schedule

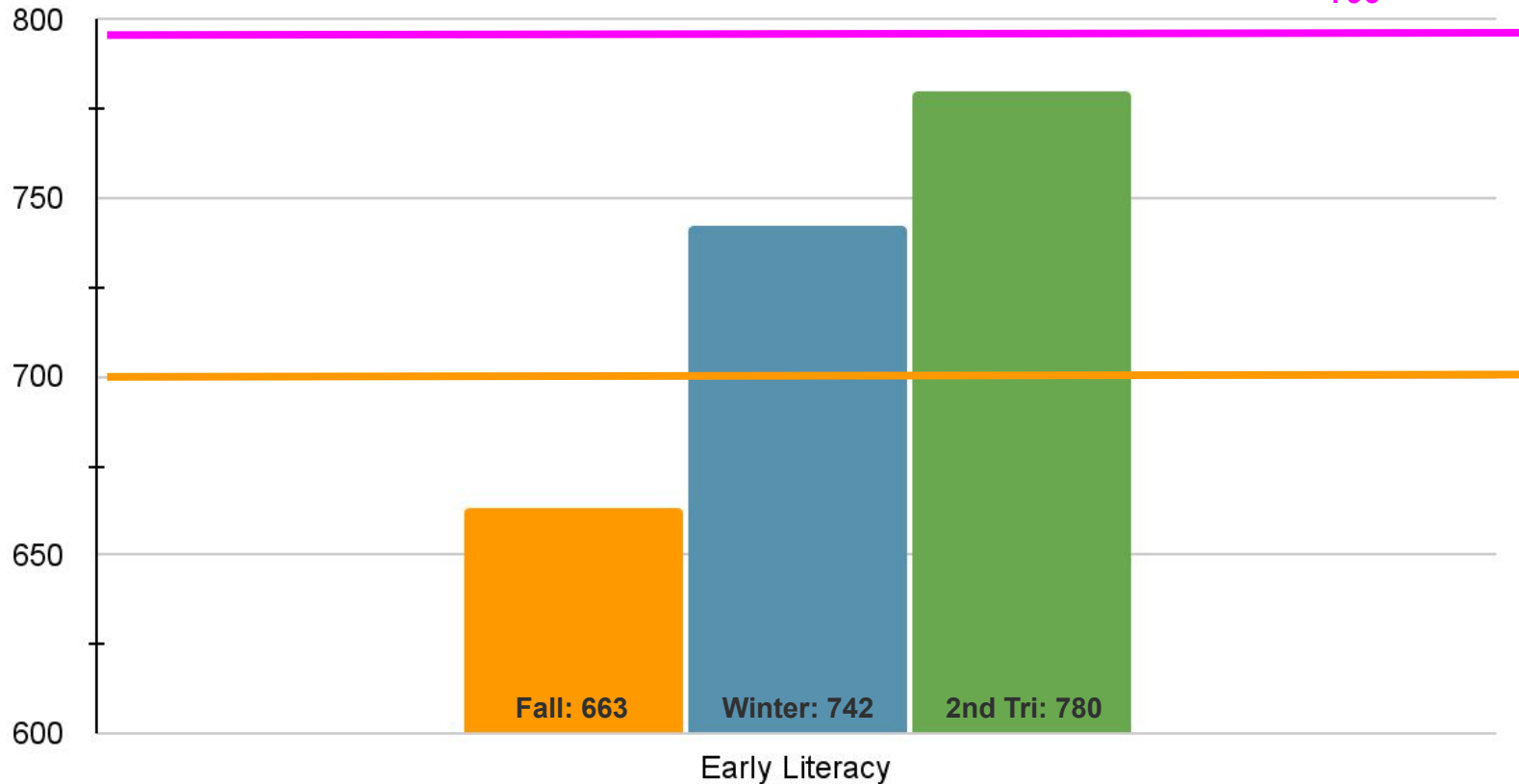
UNAPPROVED

All meetings are held at Manzanita Public Charter School
 Staff Lounge
 991 Mountain View Blvd,
 Vandenberg Air Force Base, CA 93437

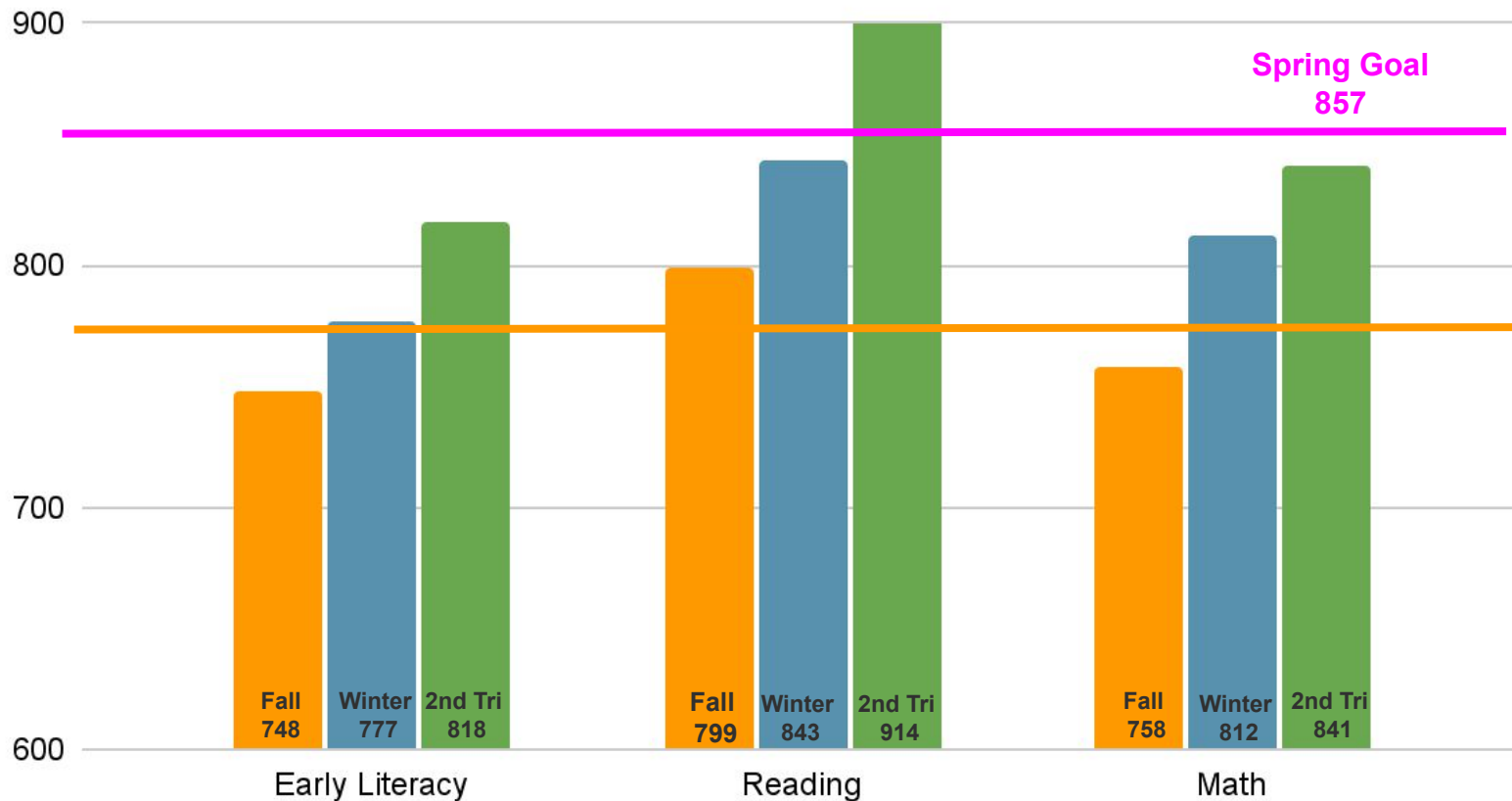
DAY	DATE	TIME
JULY 2022 – NO MEETING (SUMMER BREAK)		
Wednesday	August 3, 2022	4:00 PM
Wednesday	September 7, 2022	4:00 PM
Wednesday	October 5, 2022	4:00 PM
Wednesday	November 2, 2022	4:00 PM
Wednesday	December 7, 2022	4:00 PM
Wednesday	January 18, 2023	4:00 PM
Wednesday	February 1, 2023	4:00 PM
Wednesday	March 1, 2023	4:00 PM
Wednesday	April 5, 2023	4:00 PM
Wednesday	May 3, 2023	4:00 PM
Wednesday	June 14, 2023	4:00 PM

Kindergarten Average Scaled Score

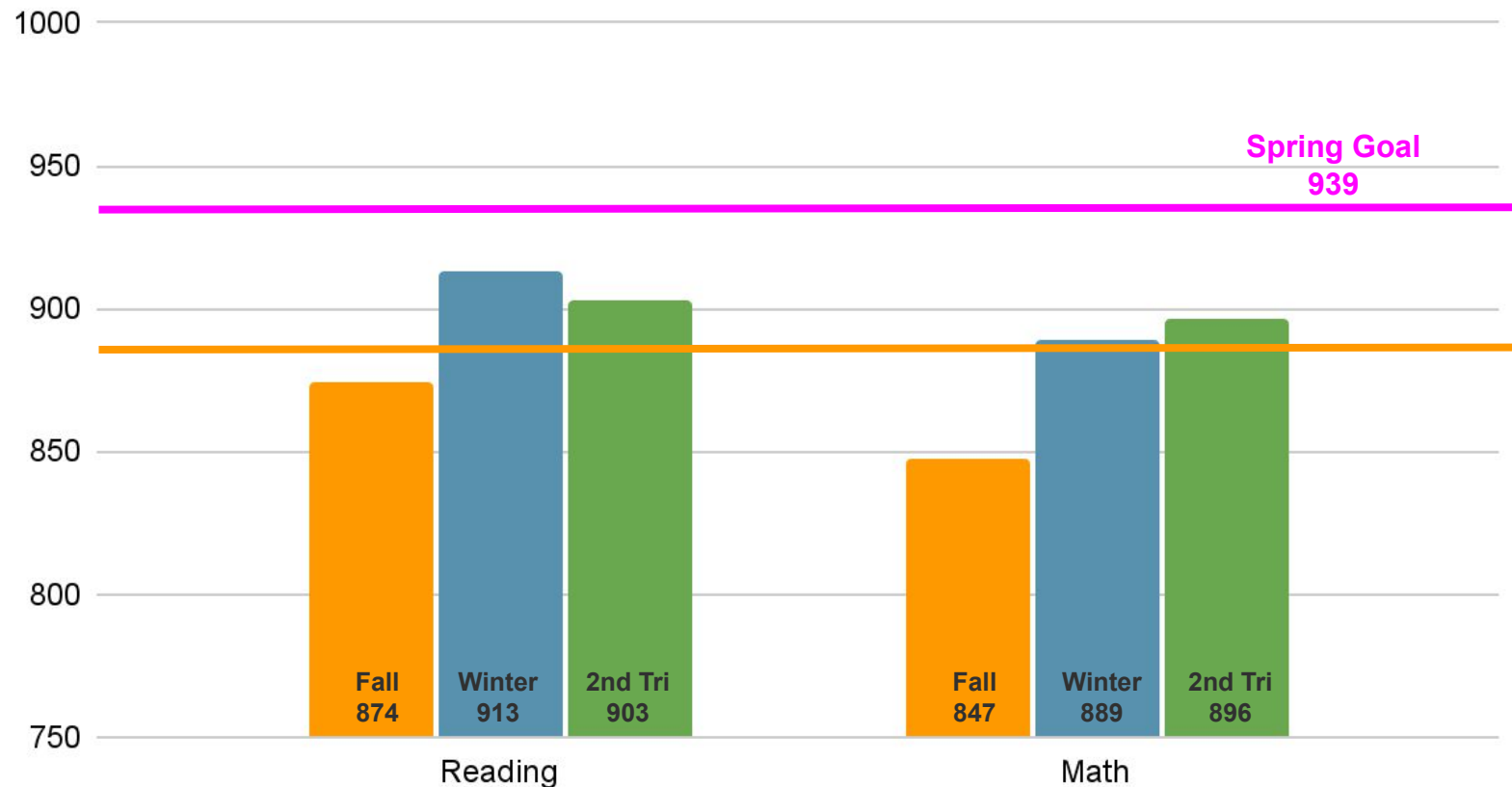
Spring Goal
796



First Grade Average Scaled Score

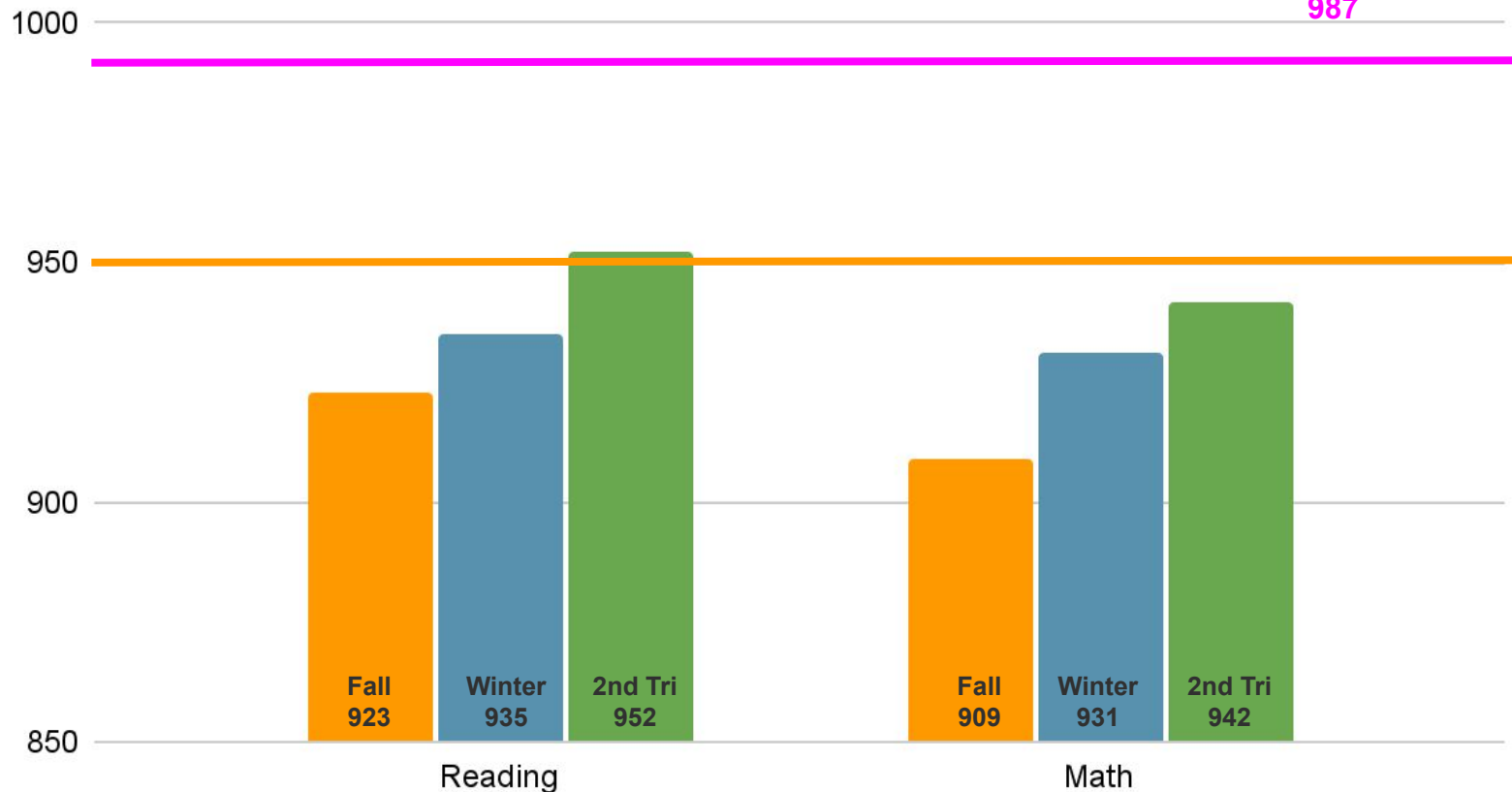


Second Grade Average Scaled Score

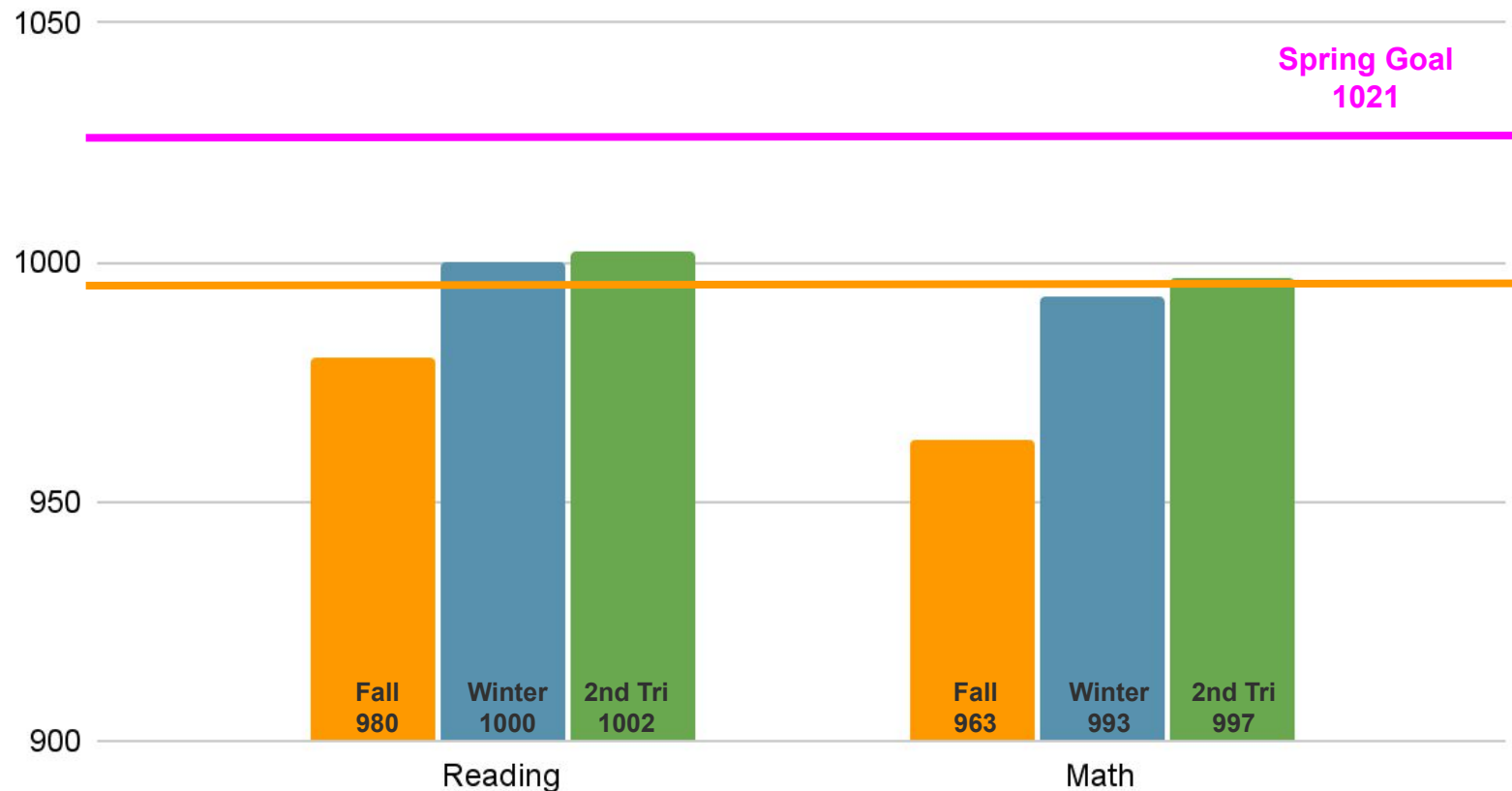


Third Grade Average Scaled Score

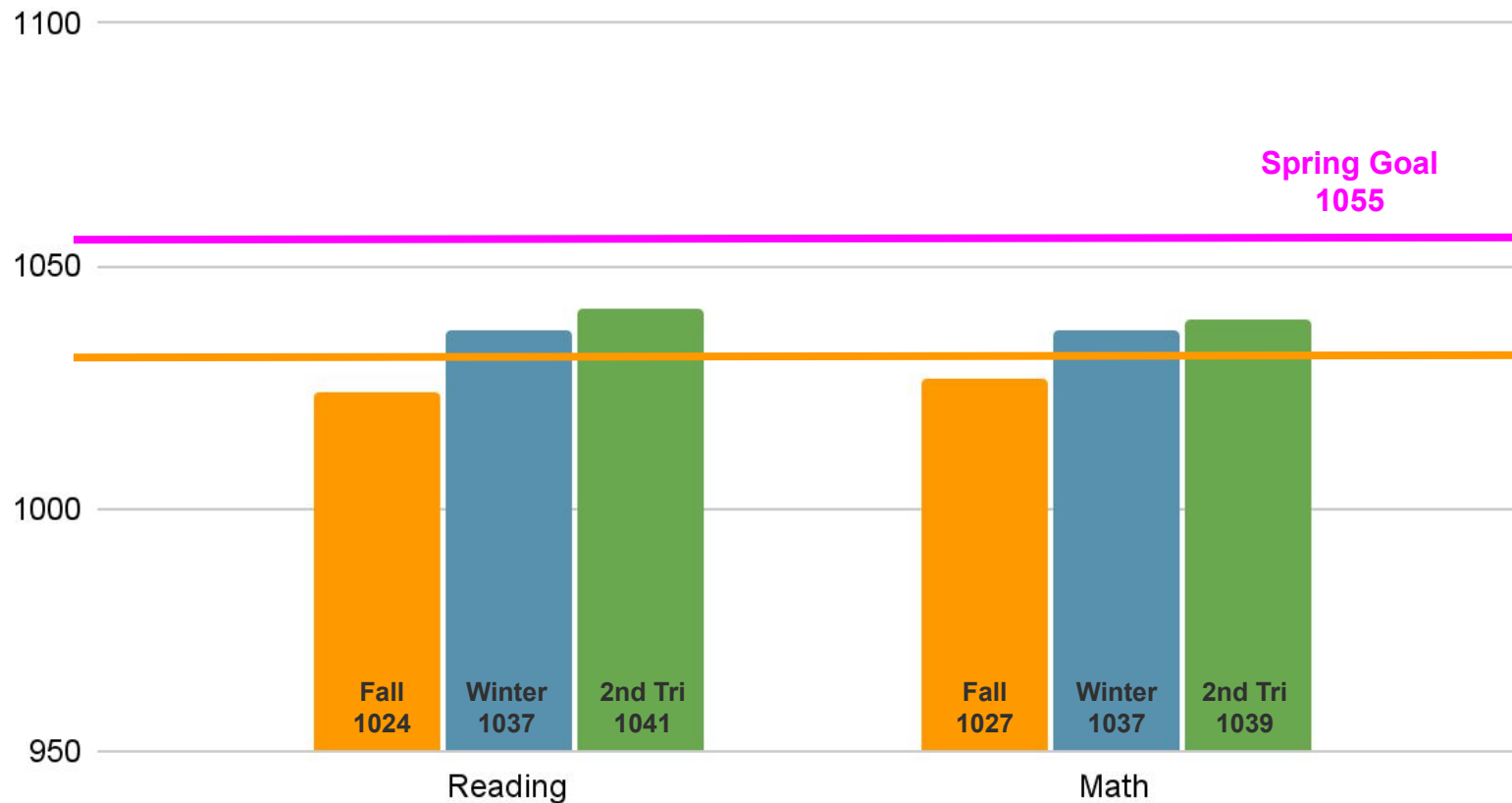
Spring Goal
987



Fourth Grade Average Scaled Score



Fifth Grade Average Scaled Scored



Sixth Grade Average Scaled Score

