

Manzanita Governance Board

Approved Minutes

NOVEMBER 17, 2021

Regular Board Meeting

Governance Board Members

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

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 November 17, 2021 at 4:00 pm.

A) Call to Order

Time: 4:00 pm

Pledge of Allegiance

Establish Quorum

5/6 (Eli Villanueva absent)

B) Opening Comments/Introductions/Welcome Guests

C) 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.

D) Reports

1. Superintendent/Principal's Report
 - a. Enrollment Report
 - b. Pumpkin Patch/Turkey Trot
 - c. PSMI Grant Update

E) Consent Agenda Items

Motion: Eric Wilhem Second: Harvey Green Vote: 5/0 (Villanueva absent)
Item 3 Employee Handbook was pulled off the agenda to be approved at a later agenda.

1. Approval of meeting minutes for Regular Board Meeting on October 20, 2021 (Attachment A)
2. Approval of Check Detail, Unpaid Bills Detail and Deposit Detail (Attachment B) Nancy Dow
3. Approval of 2021 Employee Handbook (Attachment C) Suzanne Nicastro **PULLED OFF THE AGENDA**
4. Approval of Big Green Cleaning Company Contract (Attachment D) Suzanne Nicastro
5. Revision to Unaudited Actuals Submitted to California Department of Education October 21, 2021 (Attachment E) Nancy Dow

F) Items Scheduled for Action/Consideration

1. Discussion and Approval of COVID-19 Expenditures for 2021/2022 (Attachment F) (Nancy Dow)-This item was pulled from the Agenda

Motion: **Second:** **Vote:**

G) Reports

1. 2021 Parent Feedback Survey
2. 2021 Staff Feedback Survey
3. Draft First Interim Look
4. Educator Effective Spending Plan First Look for Public Hearing
5. First Trimester Assessment Update-Kat Franson
6. Equity Board Training

Join Zoom Meeting

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Meeting ID: 825 4419 8584

Passcode: 476910

H) Future Agenda Items

1. PSMI/Prop 51 update
2. Single School Plan

I) Adjourn to Closed Session **Time:**

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.

J) Reconvene to Open Session **Time:**

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

L) Next Meeting

The next scheduled meeting of the Governance Board will be held on Wednesday, December 8, 2021 at 4:00 pm
Manzanita Public Charter School Staff Lounge.

M) Adjournment

Time: 6:40 pm

CERTIFICATE OF APPOINTED CHAIRMAN

I certify that I am the duly appointed Chairman 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 November 17, 2021.



Arleen Pelster
Governance Board Chairman

December 8, 2021
Date