

**Manzanita Governance Board
Unapproved Minutes
OCTOBER 20, 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

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.

unreasonably disrupts the Board meeting.

A) CALL TO ORDER

TIME: 4:00 pm. 6/6

Pledge of Allegiance

Establish Quorum

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

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: 4:47

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

F) Reports

1. Superintendent/Principal's Report
 - a. Enrollment Report
 - b. Pumpkin Patch Event
 - c. Red Ribbon Week
 - d. Staff Equity/Bias Training
 - e. COVID 19/Vaccination update

G) Consent Agenda Items

Motion: Eric Wilhelm **Second:** Monique Mangino **Vote:** 6/0

1. Approval of the meeting minutes for the Regular Board Meeting on September 15, 2021 (Suzanne Nicastro) (Attachment A)
2. Approval of the Check Detail, Unpaid Bills Detail and Deposit Detail (Nancy Dow) (Attachment B)
3. Approval of Contract with Fagen Friedman & Fulfroest, LLP (Attachment C) (Suzanne Nicastro)

H) Items Scheduled for Action/Consideration

1. Discussion and Approval of Lexia Contract (Attachment D) (Suzanne Nicastro)

Motion: Eli Villanueva **Second:** Eric Wilhelm **Vote:** 6/0

2. Discussion and Approval for the Elementary and Secondary School Relief Plan (ESSER) III Expenditure Plan (Attachment E) (Suzanne Nicastro)

Motion: Monique Mangino **Second:** Harvey Green **Vote:** 6/0

3. Discussion and Approval of COVID-19 Expenditures for 2021/2022 (Attachment F) (Nancy Dow)

Motion: Eric Wilhelm **Second:** Eli Villanueva **Vote:** 6/0

4. Discussion and Approval of Superintendent's Contract for January 1, 2023-June 30, 2026 (Attachment G) (Suzanne Nicastro)

Motion: Eli Villanueva **Second:** Eric Wilhelm **Vote:** 6/0

5. Discussion and Approval of MPCs By Laws (Attachment H) (Suzanne Nicastro)

Motion: Harvey Green **Second:** Eric Wilhelm **Vote:** 6/0

6. Discussion and Approval of Independent Study Policy (Attachment I) (Suzanne Nicastro)

Motion: Eli Villanueva **Second:** Monique Mangino **Vote:** 6/0

I) Items Scheduled for Information and Discussion

Eric Wilhelm left at 5:33 pm

1. Essential Elective Program Presentation
2. PSMT/Grant Proposal
3. Discussion LEA 21-21 Local Indicators

J) Future Agenda Items

1. Employee Handbook
2. Equity Board Training
3. 1st Interim Draft

K) Next Meeting

The next scheduled meeting of the Governance Board will be held on Wednesday, November 17, 2021 at 4:00 PM.

L) Adjournment **Time:** 6:24 pm

Manzanita Charter School
Aged Payables by Invoice Date - AP Aging Board Report
Aging Date - 11/12/2021
From 7/1/2021 Through 11/12/2021

Vendor Name	Due Date	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Amazon.com	10/31/2021	0.00	25.53	0.00	0.00	25.53
	11/3/2021	0.00	156.96	0.00	0.00	156.96
	11/4/2021	0.00	92.12	0.00	0.00	92.12
	11/5/2021	0.00	1,055.24	0.00	0.00	1,055.24
	11/10/2021	0.00	243.67	0.00	0.00	243.67
	11/26/2021	16.15	0.00	0.00	0.00	16.15
Total Amazon.com		16.15	1,573.52	0.00	0.00	1,589.67
ComCast Business		0.00	0.00	0.00	(1,500.86)	(1,500.86)
Total ComCast Business		0.00	0.00	0.00	(1,500.86)	(1,500.86)
Earthsafe	8/11/2021	0.00	0.00	0.00	102.20	102.20
Total Earthsafe		0.00	0.00	0.00	102.20	102.20
SISC III	12/8/2021	24,754.00	0.00	0.00	0.00	24,754.00
Total SISC III		24,754.00	0.00	0.00	0.00	24,754.00
Visa 1313	9/30/2021	0.00	0.00	1,964.01	0.00	1,964.01
	10/27/2021	0.00	1,904.33	0.00	0.00	1,904.33
Total Visa 1313		0.00	1,904.33	1,964.01	0.00	3,868.34
Visa 4121	10/27/2021	0.00	82.61	0.00	0.00	82.61
Total Visa 4121		0.00	82.61	0.00	0.00	82.61
Visa 7179	10/27/2021	0.00	1,177.41	0.00	0.00	1,177.41
Total Visa 7179		0.00	1,177.41	0.00	0.00	1,177.41
Report Total		24,770.15	4,737.87	1,964.01	(1,398.66)	30,073.37

Manzanita Charter School
Check/Voucher Register - Check Register Board
9110 - Cash in Bank
From 10/1/2021 Through 10/31/2021

<u>Check Number</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
550	STA West Region	10/12/2021	21,147.72
551	YM&C	10/14/2021	1,392.00
552	Scholastic	10/6/2021	389.78
553	Amazon.com	10/6/2021	335.12
554	YM&C	10/7/2021	546.00
555	Lanspeed	10/7/2021	5,309.53
556	SBCEO	10/7/2021	1,255.21
557	Wells Fargo Vend...	10/7/2021	1,365.96
558	Office Depot	10/7/2021	382.45
559	Office Depot	10/7/2021	197.55
560	State of Californi...	10/7/2021	81.00
561	Lompoc Fire Equi...	10/7/2021	816.00
562	Diverse Pest	10/7/2021	1,875.00
562X	Decker Equipment	10/7/2021	209.78
563	Amazon.com	10/7/2021	268.47
564	Amazon.com	10/7/2021	687.47
566	SBCEO	10/13/2021	4,720.50
567	Office Depot	10/13/2021	399.47
569	Soul Shoppe	10/13/2021	2,500.00
570	LCA Bank Corp	10/14/2021	1,210.81
571	Innovative Schoo...	10/14/2021	650.00
572	Advanced Compu...	10/14/2021	900.00
573	SBCEO	10/14/2021	8,800.00
574	LUSD UTIL	10/14/2021	388.56
575	ComCast Business	10/14/2021	1,987.66
576	Gopher Sports	10/14/2021	446.89
577	Discount Two Wa...	10/14/2021	1,371.99
578	Pitsco Education,...	10/14/2021	173.10
579	Wheels of Freest...	10/20/2021	1,797.00
580	SISC III	10/15/2021	31,696.00
581	SBCEO	10/19/2021	530.07
582	Office Depot	10/19/2021	481.88
583	More Office Solut...	10/19/2021	9.03
584	State of Californi...	10/19/2021	113.00
586	NIMCO, INC	10/19/2021	283.14
EFT654	McMaster-Carr	10/6/2021	370.45
EFT657	Aramark	10/7/2021	83.73
EFT667	Aramark	10/7/2021	89.82
EFT671	Aramark	10/13/2021	83.73
EFT678	Sara Dow Hanover	10/14/2021	135.00
EFT685	Frontier Communi...	10/14/2021	49.92
Report Total			<u>95,530.79</u>

Manzanita Charter School
Deposits
9110 - Cash in Bank

<u>Documen...</u>	<u>Deposit Number</u>	<u>Document Number</u>	<u>Customer ID</u>	<u>Tran... Source</u>	<u>Cleared Status</u>	<u>Cleared Date</u>	<u>Document Amount</u>	<u>Document Description</u>
10/4/2021	Charter	107	manzanita	CR	OS		34,451.83	Cash Deposits October 2021
10/21/2021	Cobian/WC	118		CR	OS		5,047.11	Cash Deposits October 2021
10/29/2021	PR Ins	119		CR	OS		33,647.76	Cash Deposits October 2021
Total 9110 - Cash in Bank							<u>73,146.70</u>	
Report Total							<u><u>73,146.70</u></u>	



Big Green Cleaning Company

5151 Ekwill Street
Santa Barbara, CA 93111

Phone: 805-692-1000

Fax: 805-967-3915

www.BigGreenClean.com

November 1, 2021

Attachment D

Suzanne Nicastro
Manzanita Public Charter School
991 Mountain View Blvd.
Vandenberg AFB, CA 93437

Dear Suzanne:

We at ***Big Green Cleaning Company*** are proud to provide janitorial services for Manzanita Public Charter School and understand you desire to adjust the scope of our services beginning December 1, 2021. We are happy to assist with your cleaning services in any manner that works best for the School.

Beginning December 1st our duties will be limited to the cleaning the 14 bathrooms on campus that contain a total of 37 flushable fixtures. Services will be provided **five** nights per week, Monday through Friday after normal business hours. The duties to be performed in the bathrooms are outlined in the enclosed Task Schedule.

The fee for these services will be **\$2,483.00** per month, based on a full month of service. The fee will be pro-rated when School is closed for the Winter, Spring and Summer Breaks. ***Big Green Cleaning Company*** will of course provide all chemicals, supplies and equipment required for cleaning at no extra charge.

This fee is guaranteed through December 31, 2022.

If you have any comments or questions, please give me a call, and thank you for thinking of ***Big Green Cleaning Company***.

Sincerely,

Allen Williams

Allen Williams
AW/tbh

Task Schedule

Areas to be serviced:

All 14 bathrooms on campus with a total of 37 flushable fixtures.

Manzanita Public Charter School

991 Mountain View Blvd.
Vandenberg AFB, CA 93437
Contact: Suzanne Nicastro
November 1, 2021

Washrooms [14]:

Five times per Week:

1. Clean, sanitize and polish all vitreous fixtures including toilet bowls, urinals and hand basins.
2. Clean all glass and mirrors.
3. Empty all containers and disposals, insert liners as required, spot clean and sanitize the containers.
4. Empty and sanitize the interior of sanitary containers.
5. Spot clean all walls, doors and partitions.
6. Refill all dispensers to normal limits – napkins, soap, tissue, towels, liners, and seat holders. Supplies to be furnished by ***Big Green Cleaning Company*** and billed as an extra cost.
7. Low dust all horizontal surfaces below 36” including sills, moldings, ledges, shelves, frames, ducts and heating outlets.
8. Sweep, damp mop, and sanitize hard floor.

Weekly:

1. High dust above hand height all horizontal surfaces including shelves, ledges and moldings.

Quality and Safety Control:

Five Nights per Week:

1. Notify building contact of any irregularities [i.e. defective plumbing, unlocked doors, lights left on, inventory requirements, restroom supplies].
2. Turn off all lights except those specified to be left on.
3. Close all windows and lock all doors.
4. Review/check the communication log.

Semi-Monthly:

1. Customer service visit.



ITEM TITLE: Approval of Revised Unaudited Actuals for 2020/2021 –

Meeting Date: November 17-2021

AGENDA TITLE Same

BACKGROUND: The unaudited actuals the Board approved Sept 15, 2021 was revised and resubmitted 10/21/21. Attached is the change to the report under line F1B. The prior year beginning balance was changed by \$2599.

This was necessary to reconcile the beginning balances reported to the State of California to our accounting records.

RECOMMENDATION: Approval

RESOURCE PERSON: Suzanne Nicastro

FISCAL IMPACT: \$7,054

FUNDING SOURCE: State of Calif.

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Manzanita Public Charter School
CDS #: 42692290116921 REV 10-21-21
Charter Approving Entity: Lompoc Unified School District
County: Santa Barbara
Charter #: 973

This charter school uses the following basis of accounting:

(Please enter an "X" in the applicable box below; check only one box)

- ☒ **Accrual Basis** (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900, 7438, 9400-9489, 9660-9669, 9796, and 9797)
☐ **Modified Accrual Basis** (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 7438, 7439, and 9711-9789)

Description	Object Code	Unrestricted	Restricted	Total
A. REVENUES				
1. LCFF Sources				
State Aid - Current Year	8011	1,696,085.00		1,696,085.00
Education Protection Account State Aid - Current Year	8012	1,027,978.00		1,027,978.00
State Aid - Prior Years	8019			0.00
Transfers to Charter Schools in Lieu of Property Taxes	8096	1,051,277.00		1,051,277.00
Other LCFF Transfers	8091, 8097			0.00
Total, LCFF Sources		3,775,340.00	0.00	3,775,340.00
2. Federal Revenues (see NOTE in Section L)				
No Child Left Behind/Every Student Succeeds Act	8290		119,525.00	119,525.00
Special Education - Federal	8181, 8182		69,589.00	69,589.00
Child Nutrition - Federal	8220			0.00
Donated Food Commodities	8221			0.00
Other Federal Revenues	8110, 8260-8299	167,936.67	349,303.00	517,239.67
Total, Federal Revenues		167,936.67	538,417.00	706,353.67
3. Other State Revenues				
Special Education - State	StateRevSE		518,553.47	518,553.47
All Other State Revenues	StateRevAO	85,012.17	31,973.78	116,985.95
Total, Other State Revenues		85,012.17	550,527.25	635,539.42
4. Other Local Revenues				
All Other Local Revenues	LocalRevAO	37,626.26		37,626.26
Total, Local Revenues		37,626.26	0.00	37,626.26
5. TOTAL REVENUES		4,065,915.10	1,088,944.25	5,154,859.35
B. EXPENDITURES (see NOTE in Section L)				
1. Certificated Salaries				
Certificated Teachers' Salaries	1100	1,496,947.41	400,020.35	1,896,967.76
Certificated Pupil Support Salaries	1200	0.00		0.00
Certificated Supervisors' and Administrators' Salaries	1300	266,597.52	55,993.73	322,591.25
Other Certificated Salaries	1900	2,103.05		2,103.05
Total, Certificated Salaries		1,765,647.98	456,014.08	2,221,662.06
2. Noncertificated Salaries				
Noncertificated Instructional Salaries	2100	90.00	149,904.95	149,994.95
Noncertificated Support Salaries	2200	102,874.79	34,373.99	137,248.78
Noncertificated Supervisors' and Administrators' Salaries	2300			0.00
Clerical, Technical and Office Salaries	2400	210,990.75	18,326.56	229,317.31
Other Noncertificated Salaries	2900	99,814.91	19,424.79	119,239.70
Total, Noncertificated Salaries		413,770.45	222,030.29	635,800.74

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Manzanita Public Charter School

CDS #: 42692290116921 REV 10-21-21

Description	Object Code	Unrestricted	Restricted	Total
3. Employee Benefits				
STRS	3101-3102	273,988.58	45,719.65	319,708.23
PERS	3201-3202			0.00
OASDI / Medicare / Alternative	3301-3302	56,381.11	23,118.91	79,500.02
Health and Welfare Benefits	3401-3402	291,306.09	32,042.89	323,348.98
Unemployment Insurance	3501-3502	1,053.65	338.19	1,391.84
Workers' Compensation Insurance	3601-3602	30,928.26		30,928.26
OPEB, Allocated	3701-3702			0.00
OPEB, Active Employees	3751-3752			0.00
Other Employee Benefits	3901-3902	27,944.34	6,234.28	34,178.62
Total, Employee Benefits		681,602.03	107,453.92	789,055.95
4. Books and Supplies				
Approved Textbooks and Core Curricula Materials	4100			0.00
Books and Other Reference Materials	4200			0.00
Materials and Supplies	4300	69,703.55	86,679.03	156,382.58
Noncapitalized Equipment	4400	40,588.38	117,906.35	158,494.73
Food	4700			0.00
Total, Books and Supplies		110,291.93	204,585.38	314,877.31
5. Services and Other Operating Expenditures				
Subagreements for Services	5100			0.00
Travel and Conferences	5200	10,228.14	10,595.57	20,823.71
Dues and Memberships	5300	2,949.87	5,247.55	8,197.42
Insurance	5400	22,456.99		22,456.99
Operations and Housekeeping Services	5500	43,103.66		43,103.66
Rentals, Leases, Repairs, and Noncap. Improvements	5600	37,430.05	66,170.19	103,600.24
Transfers of Direct Costs	5700-5799	0.00		0.00
Professional/Consulting Services and Operating Expend.	5800	507,444.09	163,019.82	670,463.91
Communications	5900	3,329.97	2,248.95	5,578.92
Total, Services and Other Operating Expenditures		626,942.77	247,282.08	874,224.85
6. Capital Outlay				
(Objects 6100-6170, 6200-6500 modified accrual basis only)				
Land and Land Improvements	6100-6170			0.00
Buildings and Improvements of Buildings	6200			0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300			0.00
Equipment	6400			0.00
Equipment Replacement	6500			0.00
Depreciation Expense (accrual basis only)	6900			0.00
Total, Capital Outlay		0.00	0.00	0.00
7. Other Outgo				
Tuition to Other Schools	7110-7143	113,228.00		113,228.00
Transfers of Pass-Through Revenues to Other LEAs	7211-7213	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE			0.00
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO			0.00
All Other Transfers	7281-7299			0.00
Transfers of Indirect Costs	7300-7399			0.00
Debt Service:				
Interest	7438			0.00
Principal (for modified accrual basis only)	7439			0.00
Total Debt Service		0.00	0.00	0.00
Total, Other Outgo		113,228.00	0.00	113,228.00
8. TOTAL EXPENDITURES		3,711,483.16	1,237,365.75	4,948,848.91

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Manzanita Public Charter School

CDS #: 42692290116921 REV 10-21-21

Description	Object Code	Unrestricted	Restricted	Total
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		354,431.94	(148,421.50)	206,010.44
D. OTHER FINANCING SOURCES / USES				
1. Other Sources	8930-8979			0.00
2. Less: Other Uses	7630-7699			0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	(148,421.50)	148,421.50	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		(148,421.50)	148,421.50	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE /NET POSITION (C+D4)		206,010.44	0.00	206,010.44
F. FUND BALANCE / NET POSITION				
1. Beginning Fund Balance/Net Position				
a. As of July 1	9791	1,539,467.22		1,539,467.22
b. Adjustments/Restatements	9793, 9795	(2,599.00)		(2,599.00)
c. Adjusted Beginning Fund Balance /Net Position		1,536,868.22	0.00	1,536,868.22
2. Ending Fund Balance /Net Position, June 30 (E+F1c)		1,742,878.66	0.00	1,742,878.66
Components of Ending Fund Balance (Modified Accrual Basis only)				
a. Nonspendable				
1. Revolving Cash (equals Object 9130)	9711			0.00
2. Stores (equals Object 9320)	9712			0.00
3. Prepaid Expenditures (equals Object 9330)	9713			0.00
4. All Others	9719			0.00
b. Restricted	9740			0.00
c. Committed				
1. Stabilization Arrangements	9750			0.00
2. Other Commitments	9760			0.00
d. Assigned	9780			0.00
e. Unassigned/Unappropriated				
1. Reserve for Economic Uncertainties	9789			0.00
2. Unassigned/Unappropriated Amount	9790M			0.00
3. Components of Ending Net Position (Accrual Basis only)				
a. Net Investment in Capital Assets	9796			0.00
b. Restricted Net Position	9797			0.00
c. Unrestricted Net Position	9790A	1,742,878.66	0.00	1,742,878.66

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Manzanita Public Charter School

CDS #: 42692290116921 REV 10-21-21

Description	Object Code	Unrestricted	Restricted	Total
G. ASSETS				
1. Cash				
In County Treasury	9110	1,633,659.93		1,633,659.93
Fair Value Adjustment to Cash in County Treasury	9111			0.00
In Banks	9120	92,657.87	10,994.12	103,651.99
In Revolving Fund	9130			0.00
With Fiscal Agent/Trustee	9135			0.00
Collections Awaiting Deposit	9140			0.00
2. Investments	9150			0.00
3. Accounts Receivable	9200	838,324.93	153,385.00	991,709.93
4. Due from Grantor Governments	9290			0.00
5. Stores	9320			0.00
6. Prepaid Expenditures (Expenses)	9330	81,950.00		81,950.00
7. Other Current Assets	9340			0.00
8. Capital Assets (accrual basis only)	9400-9489			0.00
9. TOTAL ASSETS		2,646,592.73	164,379.12	2,810,971.85
H. DEFERRED OUTFLOWS OF RESOURCES				
1. Deferred Outflows of Resources	9490			0.00
2. TOTAL DEFERRED OUTFLOWS		0.00	0.00	0.00
I. LIABILITIES				
1. Accounts Payable	9500	258,298.07		258,298.07
2. Due to Grantor Governments	9590			0.00
3. Current Loans	9640	645,416.00		645,416.00
4. Unearned Revenue	9650		164,379.12	164,379.12
5. Long-Term Liabilities (accrual basis only)	9660-9669			0.00
6. TOTAL LIABILITIES		903,714.07	164,379.12	1,068,093.19
J. DEFERRED INFLOWS OF RESOURCES				
1. Deferred Inflows of Resources	9690			0.00
2. TOTAL DEFERRED INFLOWS		0.00	0.00	0.00
K. FUND BALANCE /NET POSITION				
Ending Fund Balance /Net Position, June 30 (G9 + H2) - (I6 + J2) (must agree with Line F2)		1,742,878.66	0.00	1,742,878.66

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Manzanita Public Charter School

CDS #: 42692290116921 REV 10-21-21

L. FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT

NOTE: IF YOUR CHARTER SCHOOL RECEIVED FEDERAL FUNDING, AS REPORTED IN SECTION A2, THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED IN ORDER FOR THE CDE TO CALCULATE COMPLIANCE WITH THE FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT:

1. Federal Revenue Used for Capital Outlay and Debt Service

Included in the Capital Outlay and Debt Service expenditures reported in sections B6 and B7 are the following amounts paid out of federal funds:

Federal Program Name (If no amounts, indicate "NONE")	Capital Outlay	Debt Service	Total
a. <u>NONE</u>	\$ 0.00	0.00	0.00
b. _____	0.00	0.00	0.00
c. _____	0.00	0.00	0.00
d. _____	0.00	0.00	0.00
e. _____	0.00	0.00	0.00
f. _____	0.00	0.00	0.00
g. _____	0.00	0.00	0.00
h. _____	0.00	0.00	0.00
i. _____	0.00	0.00	0.00
j. _____	0.00	0.00	0.00
TOTAL FEDERAL REVENUES USED FOR CAPITAL OUTLAY AND DEBT SERVICE	0.00	0.00	0.00

2. Community Services Expenditures

Provide the amount of State and Local funds reported in Section B that were expended for Community Services Activities:

Objects of Expenditures	Amount (Enter "0.00" if none)
a. Certificated Salaries	1000-1999 0.00
b. Noncertificated Salaries	2000-2999 0.00
c. Employee Benefits	3000-3999 0.00
d. Books and Supplies	4000-4999 0.00
e. Services and Other Operating Expenditures	5000-5999 0.00
TOTAL COMMUNITY SERVICES EXPENDITURES	0.00

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Manzanita Public Charter School

CDS #: 42692290116921 REV 10-21-21

3. State and Local Expenditures to be Used for ESSA Annual Maintenance of Effort Calculation:

Results of this calculation will be used for comparison with 2019-20 expenditures. Failure to maintain the required 90 percent expenditure level on either an aggregate or per capita expenditure basis may result in reduction to allocations for covered programs in 2022-23.

a. Total Expenditures (B8)	4,948,848.91
b. Less Federal Expenditures (Total A2) [Revenues are used as proxy for expenditures because most federal revenues are normally recognized in the period that qualifying expenditures are incurred]	706,353.67
c. Subtotal of State & Local Expenditures [a minus b]	4,242,495.24
d. Less Community Services [L2 Total]	0.00
e. Less Capital Outlay & Debt Service [Total B6 plus objects 7438 and 7439, less L1 Total]	0.00
TOTAL STATE & LOCAL EXPENDITURES SUBJECT TO MOE [c minus d minus e]	\$ 4,242,495.24



**ITEM TITLE: Draft of 1st Interim 2021-2022
November 17, 2021**

AGENDA TITLE Same

BACKGROUND:

This document is a work in progress to give the Board a list of proposed changes for the 1st Interim changes to the budget for 2021/2022.

Here are the changes so far:

Revenues:

LCFF remains strong based on an ADA of 410.

Local revenues are increased due to a reimbursement in 21/22 that was not recorded in 20/21 (ERATE)

Expenses:

Salaries now reflect all staffing changes since May/June of last year and increases the budget by \$83,144. Factors include hiring more Instructional Aides, Roving subs, and overall more people operational to carry out the instructional model goals.

Other changes include supplies, contracts in custodial services (offset by increase in hiring staff)

Our PPP Loan was forgiven in October and reserves remain high.

Next month the board will vote to approve the final phase of the 1st Interim and the fund balances will be updated and presented.

RECOMMENDATION:

RESOURCE PERSON: Suzanne Nicastro

FISCAL IMPACT:

FUNDING SOURCE: State of Calif.

Manzanita Public Charter School
Proposed Revisions (1st Interim) Budget for 2021/2022
Presented to Board November 17, 2021

		Proposed Budget 2021/2022 5.07 %COLA	1st Interim Draft 2021/2022 5.07 %COLA	Change	Comments / Assumptions
Revenues:		ADA 410	ADA 410		Increased ADA for 21/22 to 410
	LCFF Revenues	3,979,992	3,979,833	159	Updated to latest LCFF Calc June 2021
	Federal Revenue	253,793	255,356	(1,563)	21/23 - includes only ongoing regular federal funds (non covid related)
	Other State Revenue	81,743	81,743	-	
	Other Local Revenue	16,000	30,880	(14,880)	
	Total Revenues	4,331,528	4,347,812	(16,284)	
Expenditures:					
	Salaries	3,000,225	3,083,369	(83,144)	Includes 6% increase, step/col 18 classrooms
	Books and Supplies	109,000	99,000	10,000	Reduced Title I supplies to ESSA Budget
	Services, Contracts	286,300	272,938	13,362	
	Utilities	63,500	63,500	-	
	Facility/ Repairs	17,000	20,000	(3,000)	
	Technology and Equipment	33,000	33,000	-	
	Transportation	473,103	473,104	(1)	Includes 2.2% increase and field trips
	Special Ed	200,000	200,000	-	
	District Fees	119,400	119,395	5	
	One Time Covid Cares Act Funding	-	-	-	
	Federal REAP Grant Expense	30,000	30,000	-	
	Total Expenditures	\$ 4,331,528	\$ 4,394,306	(62,778)	
	Surplus (deficit)	0	(46,494)	46,494	TBD - Draft 1st Interim