



991 Mountain View Blvd.
Vandenberg Space Force Base, CA 93437
Phone: (805) 734-5600
Fax: (805) 734-3572
www.manzanitacharterschool.com
info@manzanitacharterschool.com

Superintendent's Enrollment Report

Date of Meeting: 04/09/2025

Date of Student Enrollment Totals: 03/31/2025

	August	September	October	November	December	January	February	March	April	May	June
Transitional Kinder	24	24	24	24	24	24	24	24			
Kinder	49	50	50	50	48	50	49	48			
First	76	76	76	75	73	74	74	72			
Second	53	53	52	52	52	52	52	51			
Third	49	51	52	51	51	52	52	51			
Fourth	77	75	77	78	77	77	77	76			
Fifth	73	75	76	78	75	75	77	77			
Sixth	75	75	76	76	76	76	76	76			
TOTAL	476	479	483	484	476	480	481	475			

Manzanita Governance Board

Unadopted Minutes

MARCH 12, 2025

Regular Board Meeting

Governance Board Members

Chairman	Arleen Pelster
Vice Chairman	Krishna Flores
Secretary	Eli Villanueva
Treasurer	Monique Mangino
Member	Alfonso Gonzalez

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, Vandenberg Space Force Base, CA 93437 on March 12, 2025, 2024 at 3:30 pm and will also be held via teleconference.

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: 3:31 PM

Pledge of Allegiance

Establish Quorum

5/5

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, VSFB, CA93437.

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) Presentation

None.

D) Reports

1. Superintendent's Report
 - a. Enrollment Report (Attachment A)
 - b. Prop 51/PSMI Facilities Update
 - c. MPCS Charter Renewal Update
 - d. Middle School Master Schedule Update (Attachment B)
2. Principal's Report
 - a. Scholastic Book Fair
 - b. 2nd Trimester Awards
 - c. Scholar-Led Conferences
 - d. Literacy Night
 - e. Purple Star Recognition
 - f. Talent Show
 - g. WIN Time Progress Data
3. Vandenberg Space Force Base Report
Crystal Adams - School Liaison
4. Board Member(s) Report
None.

E) Consent Agenda Items

Motion: Krishna Flores Second: Alfonso Gonzalez Vote: 5/5

1. Approval of the February 12, 2025 regular board meeting. (Attachment B)
2. Approval of the check detail, deposit detail and unpaid bills. (Attachment C)
3. Approval of the 2025-2026 Instructional Minutes. (Attachment D)

F) Items Scheduled for Information and Discussion

1. Delta Management Solutions (DMS) monthly update to the board.(Candice Phillips)
2. CapTrust Investments Update. (Scott Thomas)
3. School Safety: update on temporary security fencing. (Suzanne Nicastro)
4. Manzanita Public Charter School Administrative Roles and Goals. (Suzanne Nicastro, Kat Franson and Jenny Klinedinst)

G) Items Scheduled for Action/Consideration

1. Discussion and approval of the 2nd Interim Budget. (Attachment E) (Candice Phillips)
Motion: Monique Mangino Second: Eli Villanueva Vote: 5/5
2. Discussion and approval of the Manzanita Public Charter School Governance Board meeting dates for 2025-2026. (Attachment F) (Suzanne Nicastro)
Motion: Alfonso Gonzalez Second: Krishna Flores Vote: 5/5
3. Discussion and approval of the 2025-2026 Big Green cleaning contract. (Attachment G) (Suzanne Nicastro)
Motion: Monique Mangino Second: Eli Villanueva Vote: 5/5
4. Discussion and approval for a public hearing of the middle school curriculums for mathematics, science, English and Language Arts (ELA), Health, and World Languages. (Attachment H) (Suzanne Nicastro)
Motion: Alfonso Gonzalez Second: Krishna Flores Vote: 5/5

H) Adjourn to Closed Session Time: 5:22 PM

The Governing Board will consider and may act upon the following items in closed session. Any action taken will be reported upon reconvening to open session.

1. Public employee performance evaluation (Gov. Code, § 54957, subd. (b)(1))
Title: Principal
2. Public employee performance evaluation (Gov. Code, § 54957, subd. (b)(1))
Title: Assistant Principal

I) Reconvene to Open Session Time: 5:56 PMJ) Public Report on Action Taken in Closed Session (includes the vote or abstention of every member present).

No action taken.

K) Future Agenda Items

1. Parent/Scholar Handbook
2. Employee Handbook

L) Next Meeting

Regular scheduled meeting of the Governance Board will be held on Wednesday, April 9, 2025 at 3:30 PM in the Manzanita Public Charter School Staff Lounge.

M) Adjournment

Time: 5:57 PM

Manzanita Public Charter School: Warrant Report - February 2025

Check Number	Check Date	Vendor Name	Invoice Number	Invoice/remit description	Check Amount
3508	2/7/2025	Punchout Amazon	14YV-4XRW-GQXD	Invoice for PO#-1086 Literacy Night	326.57
3508	2/7/2025	Punchout Amazon	1D4P-1MTN-6QY6	Invoice for PO#-1080 Sims Classroom Budget	112.66
3508	2/7/2025	Punchout Amazon	1KCJ-HPYC-JD6G	Invoice for PO#-1070 Kindness week	62.91
3508	2/7/2025	Punchout Amazon	1NNK-VRMV-19TC	Invoice for PO#-1081 Raptor Labels	204.24
3508	2/7/2025	Punchout Amazon	1QV7-X9RH-HFWH	Invoice for PO#-1087 New Printer for Laura	265.72
3508	2/7/2025	Punchout Amazon	1T1X-7P9Q-GXC1	Invoice for PO#-1100 2nd grade math	165.24
3509	2/7/2025	Vestis	5020734277	Invoice for PO#-1101 Vestis	72.08
3510	2/7/2025	Delta Managed Solutions	MPCS 02-25	DMS February 2025 Business Services	13,004.56
3511	2/7/2025	Global Payments Inc	3032165	Invoice for PO#-835 Mosaic Software/Training	3,848.00
3512	2/7/2025	LUSD	INV25-00063	23/24 In-Lieu property taxes overpayment	37,669.09
3513	2/7/2025	Producers Dairy Foods,Inc.	8672502225	Invoice for PO#-1003 Producers Dairy - Milk Lunchroom	113.18
3514	2/7/2025	Veritiv Operating Company	619-36365180	Invoice for PO#-911 Veritiv Maint orders	114.75
3515	2/7/2025	YM&C	14629	Services through 011525	1,382.50
3518	2/14/2025	Advanced Computer Experts	800	Invoice for PO#-1105 Advanced Computers	1,760.00
3519	2/14/2025	Allie Sims	020325-Reimb AS	Reimb. for classroom material	511.92
3520	2/14/2025	Punchout Amazon	1RPT-6M1Q-6R96	Invoice for PO#-1079 Outdoor Ed	34.78
3521	2/14/2025	Big Green Cleaning Company	665525	Invoice for PO#-1107 Big Green	2,947.00
3522	2/14/2025	Lanspeed	58952	Invoice for PO#-1104 Lanspeed	2,565.00
3523	2/14/2025	LUSD	INV25-00066	Invoice for PO#-1111 LUSD-Oct gas	430.75
3523	2/14/2025	LUSD	INV25-00067	Invoice for REQ# 25-204 LUSD-Utilities Aug 2024	1,261.54
3524	2/14/2025	Nichelle Wood	020725-Reimb NW	Reimb. for lunch Author-go-round	140.81
3525	2/14/2025	Producers Dairy Foods,Inc.	2512503127	Invoice for PO#-1003 Producers Dairy - Milk Lunchroom	496.70
3526	2/14/2025	SBCEO Santa Barbara County Education Office Communications	93C25-00227	Invoice for PO#-913 Language Education Network	395.00
3527	2/14/2025	STA West Region	5202126	Invoice for REQ# 25-201 STA-Jan	62,117.14
3527	2/14/2025	STA West Region	70289593	Invoice for PO#-1106 STA - Field Trips	369.32
3528	2/14/2025	Wells Fargo Financial Leasing Inc.	5032984868	Invoice for REQ# 25-205 Copier Lease	1,422.55
3529	2/20/2025	Punchout Amazon	14LT-VQTD-1Y7G	Invoice for PO#-1109 Plastic bags for lunchroom	17.76
3529	2/20/2025	Punchout Amazon	1HVP-VCWM-9VYP	Invoice for PO#-1102 Allan Hancock Breakfast	64.30
3530	2/20/2025	Vestis	5020744619	Invoice for PO#-1114 Vestis	72.08
3531	2/20/2025	Brown & Brown Insurance Services of CA, Inc.	19148453	Invoice for REQ# 25-216 Policy #7EA7PP100352800 renewal	6,182.85
3532	2/20/2025	Frontier Communications	062408-012825	Invoice for REQ# 25-210 Frontier	108.55
3533	2/20/2025	Innovative School Solutions, Inc.	MPS201	Invoice for PO#-1119 Oasis	1,200.00
3534	2/20/2025	Larry Kaml	021325-Reimb LK	Reimbursement for drama costumes	665.35
3535	2/20/2025	Channel Islands Young Mens's Christian Association	000014	Invoice for PO#-1112 YMCA - Jan	26,637.00
3536	2/20/2025	NCS Pearson, Inc.	28112415	Invoice for PO#-1110 SPED Assessments	74.99
3537	2/20/2025	Punchout Office Depot	407834718001	Invoice for PO#-1082 construction paper	193.95
3538	2/20/2025	Producers Dairy Foods,Inc.	2512503602	Invoice for PO#-1003 Producers Dairy - Milk Lunchroom	182.98
3539	2/20/2025	SBCEO Santa Barbara County Education Office Communications	12C25-00011	Invoice for PO#-1015 Author Go Round	132.00
3540	2/20/2025	UBEO West, LLC dba UBEO Business Services	4795241	Invoice for PO#-1115 Copier print overages	286.87
3541	2/20/2025	Valley Roll- Off Service	13042	Invoice for REQ# 25-209 Valley Roll Off	366.55
3542	2/20/2025	VISA	1313-012825	Visa 1313 Suzanne Nicaastro	2,833.80
3543	2/20/2025	VISA	9677-012825	Visa 9677 Anthony Slade	207.62
3544	2/20/2025	VISA	7179-012825	Visa 7179 Joanne Johnson	352.47
3548	2/27/2025	Punchout Amazon	143V-PM4L-KF4T	Invoice for PO#-1116 SPED supplies	184.06
3548	2/27/2025	Punchout Amazon	19LL-CP4X-DRDY	Invoice for PO#-1121 Literacy Night item	14.99
3548	2/27/2025	Punchout Amazon	1LXH-RWDF-9K6P	Invoice for PO#-1108 Space Heater Nurse/Kat	82.56
3549	2/27/2025	Big Green Cleaning Company	666597	Invoice for PO#-1124 Big Green - Sub janitor	1,008.00
3550	2/27/2025	LUSD	INV25-00085	Invoice for PO#-1125 LUSD - Sept Utilites	1,719.77
3550	2/27/2025	LUSD	INV25-00086	Invoice for PO#-1126 LUSD- Dec Natural Gas	1,438.51
3550	2/27/2025	LUSD	INV25-00093	Invoice for PO#-1128 LUSD-Utilites	1,438.23
3550	2/27/2025	LUSD	INV25-00094	Invoice for PO#-1127 LUSD-Natural Gas	1,666.59

Manzanita Public Charter School: Warrant Report - February 2025

Check Number	Check Date	Vendor Name	Invoice Number	Invoice/remit description	Check Amount
3550	2/27/2025	LUSD	INV25-00095	Invoice for PO#-1129 LUSD-Utilities	2,234.96
3551	2/27/2025	NCS Pearson, Inc.	28223200	Invoice for PO#-1122 SPED assessments	145.46
3552	2/27/2025	Producers Dairy Foods, Inc.	2512504402	Invoice for PO#-1003 Producers Dairy - Milk Lunchroom	273.65
3553	2/27/2025	Read Naturally Inc	272709	Invoice for PO#-1120 Read Naturally License renewal	780.00
3554	2/27/2025	SBCEO Santa Barbara County Education Office Communications	19C25-00123	Invoice for PO#-1130 SBCEO- Print Shop	1,346.12
3555	2/27/2025	School Nurse Supply Inc	1040187-IN	Invoice for PO#-1103 Nurse supplies	50.81
3556	2/27/2025	Punchout Staples	7004149002	Invoice for PO#-1118 Office Supplies	301.57
3557	2/27/2025	Veritiv Operating Company	619-36370490	Invoice for PO#-911 Veritiv Maint orders	71.20
Report Total					184,129.61



Santa Barbara County
Special Education Local Plan Area
A Joint Powers Agency

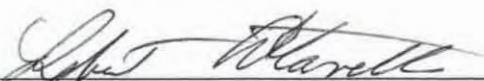
BCBA Request for 2025-2026 (Intent to purchase)

School District: Manzanita Charter

- 2024-2025: 11 days of BCBA time from the SBCSELPA
- 2025-2026: Agree to purchase ____ 11 ____ day(s) of BCBA time from the SBCSELPA

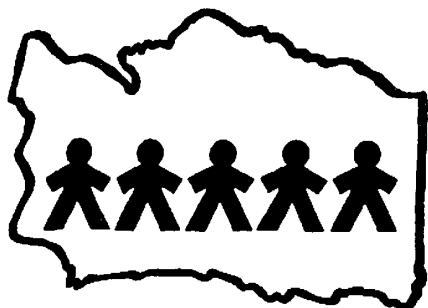
Note: The BCBA will schedule the 2025-2026 dates of service with the Special Ed. Director

Administrator Name: Bob Altavilla, Special Education Director, Manzanita Charter


Signature

3/5/25
Date

PLEASE RETURN TO SBCSELPA BY FEBRUARY 28, 2025. THANK YOU!



Santa Barbara County
Special Education Local Plan Area
 A Joint Powers Agency

MEMORANDUM OF UNDERSTANDING FOR PROFESSIONAL SERVICES
Santa Barbara County Special Education Local Plan Area and
Manzanita Charter School

This **Memorandum of Understanding (“MOU”)** for professional services is made between the **Manzanita Charter School (“LEA”)** and the Santa Barbara County Special Education Local Plan Area (“SELPA”), a joint powers authority (“SBCSELPA”). The SBCSELPA and LEA may hereinafter be referred to individually as a “Party” or collectively as the “Parties.” This MOU is entered into in accordance with Education Code Section 56195(b).

1. **Recitals.** This MOU is entered with reference to the following background recitals:

A. The SBCSELPA is comprised of 25 local education agencies, operating as a Joint Powers Agency as stated in the current *Joint Exercise Of Powers Agreement of the Santa Barbara County SELPA* (“JPA”). LEA is a member of the SBCSELPA and party to the SBCSELPA JPA.

B. Pursuant to the SBCSELPA’s Local Plan, SBCSELPA employs one or more individuals qualified as Board Certified Behavior Analyst(s) (“BCBA”), who are made available to provide regionalized services to students attending programs within member local education agencies in the SBCSELPA. SBCSELPA BCBA(s) may provide various professional services within their scope of practice and expertise in Applied Behavior Analysis (“ABA”) (“BCBA Services”).

C. The purpose of this MOU is to clarify the terms and conditions between SBCSELPA and LEA, for the cost effective provision of BCBA Services to LEA student(s) by one or more employees of the SBCSELPA, as outlined in the *Scope of Work: BCBA Services*, attached hereto as Exhibit A and incorporated into this Agreement by reference (“*Scope of Work: BCBA*”). Nothing in this MOU shall be construed to supplant, modify or otherwise alter any of the terms, conditions, or obligations of the JPA. If there is any conflict found between this MOU and the JPA, the JPA shall control.

2. **Responsibilities of SBCSELPA.** As a special education service provider, SBCSELPA shall make available one or more qualified employees of the SBCSELPA who are qualified to provide BCBA Services to LEA as outlined in the *Scope of Work: BCBA* during the term of this MOU.
3. **LEA of Responsibility.** As the district of residence and/or responsibility for all students served by SBCSELPA pursuant to this MOU, LEA retains financial and legal responsibility for LEA’s development and offer of a free appropriate public education (“FAPE”) and provision of special education and related services under state and federal law to its students. Parties acknowledge and agree that LEA is and shall remain the LEA of special education responsibility for any and

all LEA students served by SBCSELPA BCBA(s) during the term of this MOU, for all purposes, including but not limited to, with regard to any of the matters described in Title 34 of the Code of Federal Regulations, Part 300.503(a)(1) and (2) (relating to the identification, evaluation or educational placement of a child with a disability, or the provision of FAPE to the child).

4. **General Employer Responsibilities.** When providing BCBA Services to LEA pursuant to this MOU, the SBCSELPA employees shall remain employee(s) of SBCSELPA and shall not be considered an employee(s) of the LEA, for any purpose. The SBCSELPA employee(s) will remain regular employee(s) of SBCSELPA, on SBCSELPA's payroll, subject to SBCSELPA's general personnel administration, and shall remain subject to SBCSELPA's personnel policies, rules and regulations. SBCSELPA employee(s)'s full salary and benefits will continue to be paid by SBCSELPA exclusively. SBCSELPA shall further be responsible for payment of all employee salary and related benefits, pension, insurance, taxes and withholdings required under SBCSELPA's personnel rules, policies and contracts and applicable federal and state law. SBCSELPA shall be responsible for keeping and maintaining the personnel file and payroll and other records of the SBCSELPA employee(s), and for all employment-related state and federal reporting requirements, including but not limited to those related to employee compensation.
5. **Payment.** SBCSELPA shall invoice LEA according to SBCSELPA's Board-approved rate as stated in the Rate Sheet: BCBA Services, attached hereto as Exhibit B and incorporated into this Agreement by reference ("Rate Sheet: BCBA"). LEA shall reimburse SBCSELPA for the actual days of BCBA Services delivered by SBCSELPA to or on behalf of LEA student(s) under this MOU (in minimum increments of quarter days). SBCSELPA shall submit to LEA itemized invoices on a bi-annual basis, and reimbursement is due upon submission of the invoice, but not later than 60 days after the invoice is received.
6. **Term and Governing Law.** The term of this MOU will be July 1, 2025 through June 30, 2026. This MOU shall be governed by the laws of the State of California.
7. **Insurance.** Both Parties shall procure and maintain insurance for workers' compensation, general liability, and property coverage. Parties agree to maintain such coverage for the duration of this MOU and shall provide proof of coverage upon request. SBCSELPA shall maintain workers' compensation insurance for SBCSELPA employees.
8. **Indemnification and Hold Harmless.**
 - (a) To the fullest extent allowed by law, LEA agrees to defend, indemnify, and hold harmless SBCSELPA and its Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors ("SBCSELPA Indemnitees") against any and all claims, lawsuits, actions, administrative or special proceedings, whether judicial or administrative in nature, to include any loss, liability, or expense, including reasonable attorney's fees and costs of defense, arising as a result of SBCSELPA's obligations under this MOU ("Claims").
 - (b) LEA's duty and obligation to defend shall arise immediately upon tender of a request to defend a due process hearing complaint under the Individuals with Disabilities in Education Act, or lawsuit naming the SBCSELPA. The duty to indemnify and defend shall include any and all obligations including liabilities or debts incurred by the SBCSELPA as

a result of the LEA's negligence which results in the SBCSELPA incurring any loss including but not limited to as a result of any administrative proceeding or civil action.

(c) LEA's obligation to defend, indemnify, and hold harmless the SBCSELPA per this MOU shall not apply if it is ultimately adjudicated that any Claim was proximately caused by the negligent, intentional or willful act or omission of SBCSELPA, including, without limit, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding LEA Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors). The defense and indemnification obligations of this MOU are to be undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this MOU; and, shall survive the termination or completion of this MOU for the full period of time allowed by law.

9. **Termination for Substantial Change in Circumstances.** This MOU may be terminated by either Party upon at least thirty (30) calendar days written notice to the other Party due to a substantial change in circumstances, such as student relocation or change in IEP services, or loss of SBCSELPA staff. In the event of such termination, all work performed by SBCSELPA employee(s) or made available by SBCSELPA pursuant to the terms of this MOU prior to the date of termination, shall be compensated by LEA.

If LEA provides notice of termination due to reduction in need (*i.e.*, lack of work), SBCSELPA shall make every effort to reassign SBCSELPA employee(s) as soon as possible upon receipt of written notice of termination from LEA; however, if reassignment is not possible, LEA understands and agrees to continue to reimburse SBCSELPA for the proportion of BCBA Services/employee costs warranted by this MOU, up to the full 30-day notice period.

10. **Entire Agreement.** This MOU contains the sole and entire agreement and understanding of the Parties with respect to the terms set forth in this MOU. No representations, oral or otherwise, expressed, or implied other than those contained in this MOU are part of the terms or consideration of this MOU.
11. **Amendment.** The terms of this MOU may be modified only by a written addendum signed by the authorized representatives of both Parties.

Santa Barbara County SELPA, a JPA

Manzanita Charter School, LEA

Name: Ray Avila

Name: _____

Title: Executive Director, SBCSELPA

Title: _____

Date: _____

Date: _____

JPA Board Approved (date): _____

LEA Board Approved (date): _____

EXHIBIT A***Scope of Work: Board Certified Behavior Analyst Services***

The roles and responsibilities of the SBCSELPA BCBA(s) shall consist of duties and time allocation described below, and shall include:

BCBA Services	Total Days in July 1, 2025 to June 30, 2026 (Estimated)
Delivery of BCBA Services (program development and supervision) to students identified by District according to the student(s)'s individualized education program ("IEP")	11 days
Collaboration with School and/or Home Behavior Team	
Functional Behavior Assessment	
IEP Team Meeting Attendance and Preparation	
District Staff Training/Professional Development	
Availability for the provision of Technical Assistance as requested	
Other:	

EXHIBIT B**Option 1: BCBA Costs**

	July 1, 2025 to June 30, 2026
Daily Rate	\$855



CHANNEL ISLANDS YMCA

PROGRAM SERVICES AGREEMENT

This Agreement is made and entered into this _____ day of _____, by and between the _____ Lompoc _____ (Branch) of the Channel Islands YMCA, a non-for profit corporation, and the _____ Manzanita Public Charter School _____ (Organization), referred to throughout this Agreement as the YMCA and Program Service Recipient.

WHEREAS, Program Service Recipient agrees to have YMCA conduct program at the Program Service Recipient premises and,

WHEREAS, the YMCA desires to utilize the premises of the Program Service Recipient in order to conduct program; and,

WHEREAS, it is the desire of the parties to memorialize this understanding in a written agreement in which the YMCA shall conduct program at the premises owned by Program Service Recipient and the YMCA shall be allowed to conduct program pursuant to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the mutual promises set forth below, the parties hereby agree as follows:

1. Term

The term of this Agreement shall be for the period of _____ July 1, 2025 – June 30, 2026 _____ and is subject to renewal via a new agreement.

2. Program

The program covered by this agreement includes Program Service Recipients Premises. Attached hereto as *Exhibit A* describes the program and premises which is the subject of this Agreement.

3. Payment

The Program Service Recipient agrees to compensate the YMCA for performance of the services above on the following basis _____ See Exhibit A with program/rate plan _____.

4. Responsibilities of Program Service Recipient

Program Service Recipient shall solely be responsible for malfunctions, maintenance and repairs of equipment, facilities, premises or property. This shall include malfunctions, maintenance and repair to the equipment, facilities, premises or property provided by Program Service Recipient.

The Program Service Recipient shall be responsible for full compliance with all cleaning procedures as regulated by the Department of Public Health. This shall include, but not be limited to routine and surrounding area housekeeping.

The Program Service Recipient shall not violate any City, County, or State Law in or about the said premises.

5. Responsibility of YMCA

Train and supervise YMCA program staff for operations. Each staff member shall have been screened, trained, have proper certifications for the program.

The YMCA will be responsible for any program equipment that it provides on premises.

Channel Islands YMCA, 1180 Eugenia Pl, Carpinteria, CA 93013, 805.569.1103, ciymca.org

Provide program including _____ See Exhibit A with program/rate plan _____.

Maintain ratios of: _____ See Exhibit A with program/rate plan _____.

Pay all compensation with respect to its staff including wages and employment taxes and benefits.

The YMCA Director or his/her designee will promptly notify the designated Program Service Recipient representative of any needed repairs and will inform the representative of any safety or code violations which may require temporary closure until repair work is completed. YMCA staff shall be responsible for leaving the premises clean and in good repair. The YMCA will contact the Program Service Recipient of any defects or maintenance issues.

YMCA shall be responsible for participant registration for the program and shall maintain records and related documents. YMCA shall be responsible for obtaining and maintaining participant's waivers for the program.

6. Insurance

The YMCA shall maintain at its expense during the term of this Agreement comprehensive general liability insurance for the joint protection of the YMCA and the Program Service Recipient against claims for personal injury, death or property damage arising out of the negligence by the YMCA and/or its agents arising out of the program on the premises of the Program Service Recipient property. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. Program Service Recipient shall maintain at its expense during the terms of this Agreement comprehensive general liability insurance for the joint protection of Service Recipient and the YMCA against claims of personal injury, death or property damage. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence.

EXCLUDED FROM THE INSURANCE COVERAGE PROVIDED BY YMCA, IS ANY OCCURRENCE WHILE ON PROGRAM SERVICE RECIPIENTS PREMISES THAT WAS NOT DUE TO THE YMCA'S NEGLIGENCE. THE PROGRAM SERVICE RECIPIENT'S INSURANCE SHALL BE THE SOLE REMEDY FOR SUCH LOSSES.

7. Indemnification

Program Service Recipient shall indemnify, defend with competent counsel and hold the YMCA, its employees and agents harmless of and from any loss, damage, claim or expense including reasonable attorney's fees arising out of any act by Program Service Recipient and/or a Program Service Recipient Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.

YMCA shall indemnify, defend with competent counsel and hold the Program Service Recipient its employees and agents harmless of and from any loss, damage, claim or expense including reasonable attorney's fees arising out of any act by YMCA and/or a YMCA Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.

8. Assignment

Neither the Program Service Recipient nor the YMCA shall have the right to assign this Agreement without prior written consent of both parties.

9. Attorney's Fees

If a suit or action is brought to enforce this Agreement or any provision hereof, or to rescind or disaffirm this Agreement or any provision hereof, the prevailing party shall be entitled to recover reasonable attorney's fees and expenses, both trial and appellate, in addition to its costs and disbursements allowed by California State law, which shall include the costs of any discovery proceedings. This Agreement shall be governed by and interpreted according to the laws of the State of California.

10. Binding Effect

This Agreement shall be binding upon, and shall inure to the benefit of the parties and their respective successors and assigns.

11. Amendments

No alterations to or modifications of the terms or the provisions of this Agreement shall be effective unless such alteration or such modification is received in writing and is then properly executed by the parties hereto.

12. Nonprofit Status of YMCA

Should anything in this Agreement adversely affect the YMCA's not-for-profit status, this Agreement may be voided at the YMCA's sole option.

IN WITNESS WHEREOF, each of the parties has duly executed this Agreement on the day and date shown forth below.

PROGRAM SERVICE RECIEPIENT:

CHANNEL ISLANDS YMCA

Signature_____

Date: _____

Title:

Name:

Address:

Phone:

Signature_____

Date: _____

Title:

Name:

1180 Eugenia Pl. Suite 104

Carpinteria, CA. 93013

(805) 569-1103



Manzanita Public Charter School 2025/26 – Extended Learning Programs Lompoc Family YMCA – Site Implementation Plan Proposal

PROGRAM CONTACT INFORMATION

District/School(s) Name: Manzanita Public Charter School

YMCA Name: Lompoc Family YMCA – Channel Islands YMCA Association

PROGRAM INFORMATION

Enrollment Capacity: 80 students (max)

Grades: TK - 6

Eligible Students: Determined by the district/school

Program Start Date: July 1, 2025

Program End Date: June 30, 2026

After School (180 days based on the school calendar)

Monday to Friday: end of school day - 5:00 p.m.

Camp Thrive (30 days)

Monday to Friday: 8:00 am – 5:00 pm

STAFF LIASON

Thomas Speidel, Regional Executive Director

Thomas.Speidel@ciymca.org

OUR COMMITMENT TO INCLUSIVITY

At the Channel Islands YMCA, diversity and inclusion are at the heart of our mission. We are committed to building bridges within our communities. We aspire to create spaces, experiences, and a culture where all people belong and feel connected.

PROGRAM OVERVIEW

The Y will provide extended learning programs to the students of the Manzanita Public Charter School. Expanded learning programs focus on developing the academic, social, emotional, and physical needs and interests of pupils through hands-on, engaging learning experiences. It is the intent of the expanded learning programs that they are pupil-centered, results driven, include community partners, and complement, but do not replicate, learning activities in the regular school day and school year.

QUALITY STAFF

The YMCA is committed to employing and training quality staff. Staff will complete a livescan/TB test/paraeducator exam as required. Each one of our staff members is trained in the following areas and more:

- Child Abuse Prevention and Mandated Reporter Training
- Bathroom, Playground & Programming Safety
- Risk Management 101
- Harassment and Bullying Prevention
- Classroom and Behavior Management

PROGRAM MANAGEMENT

Our childcare/camp sites are managed by a team of well-trained individuals.

- Executive Leadership
- Program Director
- Site Supervisor
- Enrichment Leaders

Program Ratios and Attendance

- ELOP programs allow for 1:20 ratio for 1st-6th, 1-10 ratio for TK/K
- YMCA will safely support the program based on staffing capacity
- YMCA adheres to all attendance procedures for the program
- YMCA will be provided any priority enrollment students by the district
- All students must complete all YMCA registration forms in EPACT prior to the first day of participating. Students cannot be accepted into the program with incomplete registration paperwork.

CONTINUOUS QUALITY IMPROVEMENT AND AUDITS

The Y is always seeking out ways that we can improve the quality of our programs including staff training and feedback from district staff/administration. Surveys are conducted with participants/families/district, as well as ongoing feedback. Staff will maintain all records for the program and provide all requested documents and information for audits as required.

SAFE AND SUPPORTIVE ENVIRONMENT

The YMCA promotes a safe and supportive environment for all participants. We encourage and foster a community of care and compassion. We have safety measures in place such as daily sign in & out forms for parents, requiring identification upon pick up from the program. Our staff are trained in trauma informed care, each staff member is a mandated reporter and has completed CPR/First Aid and AED training. The childcare sites are assessed by staff each week for risk assessment and updated regularly. At no expense, the school will provide based on capacity – access to classrooms/MPR, furniture, storage for program supplies, bussing, water access, Wi-Fi and janitorial/maintenance support to the program. The Y will assist with coordination of snack/food/supplies for the program.

AFTER SCHOOL WEEKLY PROGRAM SAMPLE SCHEDULE EXAMPLE

Time	Monday	Tuesday	Wednesday	Thursday	Friday
2:00 pm	Snack	Snack	Snack	Snack	Snack
3:00 pm	Health/Wellness	Health/Wellness	Health/Wellness	Health/Wellness	Health/Wellness
4:00 pm	Homework	Homework	Homework	Homework	Homework
5:00 pm	Scaled Learning	Scaled Learning	Scaled Learning	Scaled Learning	Scaled Learning
	Daily Activity	Daily Activity	Daily Activity	Daily Activity	Daily Activity

ACADEMICS & SCALED LEARNING™

Homework Help, Service Learning, STEAM, Math and Literacy Enrichment

Support School Work/Homework Help: Staff will put students in peer groups by grade. Staff will circulate the room to ensure all students are working on school work or homework as needed. Staff will work with all ages TK-6, helping to provide support to the youngest scholars.

School Activities and Service Projects: Staff will work with the school to promote all school activities and family engagement events. The program will also incorporate any district or school specific service projects.

SCALED Learning™: The Y's holistic before and after-school curriculum, presents kids with new challenges as they reach each stage of their development. SCALED Learning™ helps kids grow in the classroom and out in the world through engaging in STEM, hands-on arts, literacy, career-connected learning, diversity and global education, social development, and fun! Kids who participate in the Y's before and after-school programs expand the school day through active play with classmates and a curriculum that augments what they're learning in school. Discovering the world is fun and safe with the experts on helping kids grow and learn. The Core Components of SCALED LEARNING™ are: STEM/STEAM, Career-Connected Learning, Arts, Literacy, Education & Classroom Confidence and Diversity & Global Learning.

HEALTH & WELLNESS

Healthy Eating and Physical Fitness

HEPA: We incorporate our HEPA program, which stands for Healthy Eating Physical Activity, into all camp programs. The YMCA offers food service each day in accordance with the district and programs. Our snack policy encourages healthy living by only serving snacks that are under 8 grams of sugar. Typical snack will involve serve two items which can be a combination of a dairy, fruit or vegetable and a dairy product.

The program engages the students by having them participate in lesson plans themed to sports (basketball, soccer, fitness, etc) while having them improve their motor development skills.

PROGRAM FEES

Information related to program and fee structure

The cost of at the program for the school-year (billed monthly):

2025/26 Afterschool (80 students)

August 12, 2025 – June 26, 2026

Based on the school calendar

2025/26 Camp Thrive (80 students)

Nov 24 – 27, 2025 (3 days)

Dec 22 – 23, 2025 (2 days)

Dec 29 – Dec 30, 2025 (2 days)

Jan 5 – 9, 2026 (5 days)

Apr 7-10, 2026 (4 days)

June 8-12, 2026 (5 days)

June 15-1, 2026 (4 days)

June 22-26, 2026 (5 days)

Total: \$263,200.00



Manzanita Public Charter School

Monthly Financial Update

actuals through February 2025



Manzanita Public Charter School
Monthly Financial Update

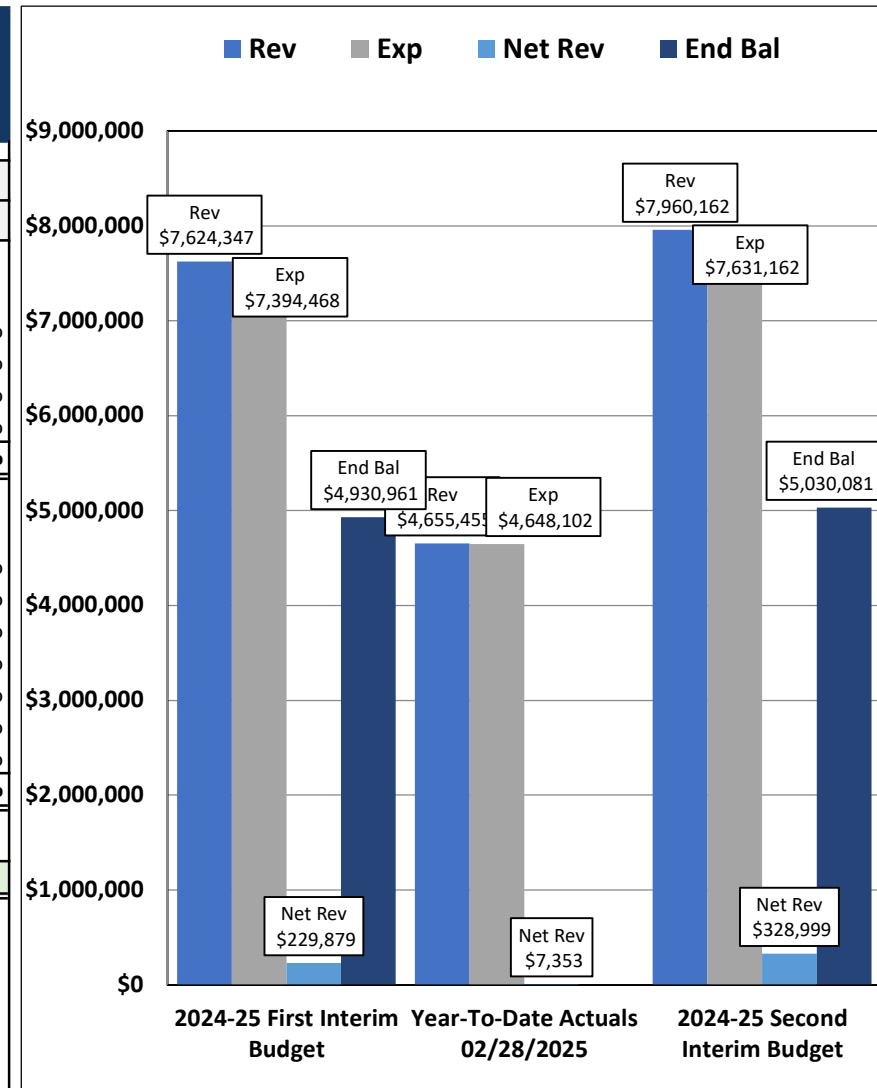
2024-25

SUMMARY NARRATIVE

Revenue	As of this report, 67% of the year has passed and 58% of overall projected revenue has been recorded.
Expenses	1.Expenses are trending at 63% overall. Currently, this does not present concern. We will closely monitor expenses and assist with modifications, if any, to the July Interim Budget.
Cash & Reserves	<p>1. As of this report operating reserves rest at \$2,312,001. This offers significant balances on hand to carry out operations should economic uncertainty arise.</p> <p>2. Note, the Fidelity Investment balance is \$1,522,870.35 as of this report.</p> <p>3. Total cash on hand plus investment total is \$3,834,871.35.</p>
Additional Comments	The Manzanita Public Charter School (MPCS) continues to demonstrate fiscal stability and is projected to meet all obligations as scheduled. DMS and MPCS's management continue to monitor the political and economic landscape in an effort to anticipate potential impacts on the schools.

Manzanita Public Charter School
Monthly Financial Update
BUDGET SUMMARY

	2024-25 First Interim Budget	Year-To-Date Actuals 02/28/2025	2024-25 Second Interim Budget	% of Budget
Projected Enrollment:	484	-	484	-
Projected P-2 ADA:	448.25	-	448.25	-
Revenues:				
General Purpose Entitlement	\$ 5,405,170	\$ 3,130,216	\$ 5,658,646	55%
Federal Revenue	773,483	653,335	666,345	98%
Other State Revenue	1,310,694	734,263	1,314,010	56%
Other Local Revenue	135,000	137,640	321,162	43%
TTL Revenues	\$ 7,624,347	\$ 4,655,455	\$ 7,960,162	58%
Expenditures:				
Certificated Salaries	\$ 3,181,609	\$ 2,167,581	\$ 3,242,969	67%
Non-Certificated Salaries	780,604	505,399	780,604	65%
Benefits	1,086,171	659,150	1,223,976	54%
Books/Supplies/Materials	539,421	227,328	595,345	38%
Services/Operations	1,801,163	1,080,763	1,778,268	61%
Capital Outlay	-	-	-	0%
Other Outgo	5,500	7,882	10,000	79%
TTL Expenditures	\$ 7,394,468	\$ 4,648,102	\$ 7,631,162	63%
Net Revenues	\$ 229,879	\$ 7,353	\$ 328,999	
Beginning Balance July 1	\$ 4,701,082		\$ 4,701,082	
Ending Balance June 30	\$ 4,930,961		\$ 5,030,081	
Ending Balance as % of Exp:	66.7%		65.9%	



Manzanita Public Charter School
Monthly Financial Update
BUDGET DETAIL vs ACTUALS

Description	2024-25 First Interim Budget	Year-To-Date Actuals 02/28/2025	2024-25 Second Interim Budget	% of budget	Notes/Comments
Enrollment (CALPADS)	484		484		
REVENUES					
General Purpose Entitlement					
8011 General Purpose Block Grant	2,824,737	1,956,055	2,932,468	67%	
8012 Education Protection Account	1,121,379	406,017	1,186,463	34%	paid quarterly, next payment in April
8019 Prior Year Corrections/Adjustments	69,295	67,815	69,295	0%	
8096 Funding in Lieu of Property Taxes	1,389,759	700,330	1,470,420	48%	paid quarterly, next payment in March
TTL General Purpose Entitlement	5,405,170	3,130,216	5,658,646	55%	
Federal Revenue					
8110 Maintenance and Operations	-	-	-	0%	
8181 Federal IDEA SpEd Revenue	86,263	-	86,263	0%	
8220 School Nutrition Program - Federal	100,013	47,641	100,013	48%	
8290 Other Federal Revenue	587,207	605,694	480,069	126%	Title, ESSER funds, Impact Aide
TTL Federal Revenue	773,483	653,335	666,345	98%	
Other State Revenue					
8311 AB602 State SpEd Revenue	377,808	244,942	377,808	65%	
8520 School Nutrition Program - State	102,054	74,326	102,054	73%	
8550 Mandated Cost Reimbursements	8,784	8,784	8,784	100%	
8560 State Lottery Revenue	119,539	27,884	119,539	23%	
8565 Prior Year Lottery Revenue	631	1,355	3,316	41%	
8590 Other State Revenue	701,878	376,972	701,878	54%	Ed Effect, ELOP, Prop 28, TK
TTL Other State Revenue	1,310,694	734,263	1,314,010	56%	
Other Local Revenue					
8660 Interest Income	65,000	50,608	70,000	72%	\$11,634.89 Investment gain included
8699 Other Revenue	70,000	87,031	251,162	35%	
TTL Other Local Revenue	135,000	137,640	321,162	43%	
TTL REVENUES	7,624,347	4,655,455	7,960,162	58%	

Manzanita Public Charter School
Monthly Financial Update
BUDGET DETAIL vs ACTUALS

Description	2024-25 First Interim Budget	Year-To-Date Actuals 02/28/2025	2024-25 Second Interim Budget	% of budget	Notes/Comments
EXPENDITURES					
1000 - Certificated Salaries					
1100 Teacher Compensation	2,259,062	1,624,806	2,259,062	72%	
1140 Teacher Stipends/Extra Duty	-	26,250	61,360	43%	
1150 Teacher Stipends/Extra Duty	237,250	31,287	237,250	13%	
1200 Student Support	273,018	195,315	273,018	72%	
1250 Support Stipends/Extra Duty	10,400	955	10,400	9%	
1300 Certificated Administrators	394,379	281,753	394,379	71%	
1350 Administrator Stipends/Extra Duty	7,500	7,215	7,500	96%	
TTL Certificated Salaries	3,181,609	2,167,581	3,242,969	67%	
2000 - Non - Certificated Salaries					
2100 Instructional Aides	360,979	187,932	360,979	52%	
2150 Instructional Aides Stipends	1,000	5,033	1,000	503%	
2200 Pupil Support Administration	162,489	116,309	162,489	72%	
2250 Pupil Support Stipends	3,000	1,068	3,000	0%	
2300 Classified Administrators	38,654	27,903	38,654	72%	
2400 Clerical & Technical Staff	207,715	158,502	207,715	76%	
2450 Clerical & Technical Stipends	5,600	4,352	5,600	78%	
TTL Non - Certificated Salaries	780,604	505,399	780,604	65%	
3000 - Employee Benefits					
3101 STRS Certificated	619,407	348,749	619,407	56%	
3301 OASDI/Medicare	47,023	70,143	112,023	63%	
3302 OASDI/Medicare	59,716	-	59,716	0%	
3401 Health Care Certificated	228,063	161,527	228,063	71%	
3402 Health Care Classified	47,587	35,862	47,587	75%	
3501 Unemployment Insurance	1,622	1,283	16,215	8%	
3502 Unemployment Insurance	390	-	3,903	0%	
3601 Workers' Comp Certificated	77,679	16,138	31,434	51%	
3602 Workers' Comp Classified	4,684	3,803	7,566	50%	
3902 Other Benefits Class	-	21,647	20,000	108%	
TTL Employee Benefits	1,086,171	659,150	1,223,976	54%	

Manzanita Public Charter School
Monthly Financial Update
BUDGET DETAIL vs ACTUALS

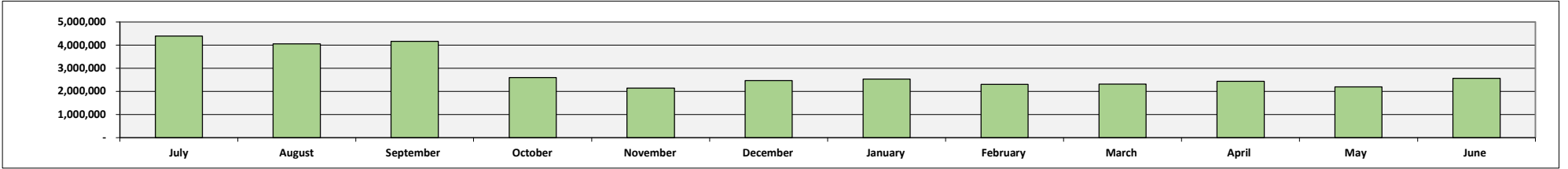
Description	2024-25 First Interim Budget	Year-To-Date Actuals 02/28/2025	2024-25 Second Interim Budget	% of budget	Notes/Comments
4000 - Books/Supplies/Materials					
4100 Textbooks & Core Curriculum	25,512	91,710	234,598	39%	Impact aide (ed for this and next yr)
4200 Other Reference Materials	15,000	1,122	5,000	22%	
4310 Materials & Supplies	226,799	101,394	181,590	56%	
4320 Office Supplies	453	3,079	2,500	123%	
4400 Non - Capitalized Equipment	69,000	20,086	69,000	29%	Impact aide (ed for this and next yr) monitor closely and adj
4700 School Nutrition Program	202,657	9,936	102,657	10%	
TTL Books/Supplies/Materials	539,421	227,328	595,345	38%	
5000 - Services & Operations					
5100 Subagreements For Services	258,400	156,723	258,400	61%	
5200 Travel & Conferences	29,000	30,313	39,000	78%	
5300 Dues & Memberships	5,500	14,191	15,000	95%	
5400 Insurance	35,000	35,473	35,000	101%	
5500 Operations & Housekeeping	65,150	93,297	65,000	144%	
5610 Facility Rents & Leases	36,500	32,934	46,500	71%	
5620 Equipment Leases	18,000	14,877	18,000	83%	
5800 Professional Services - Non - instructional	336,533	128,546	217,636	59%	
5810 Legal	3,000	11,223	15,000	75%	
5813 Transportation	678,030	423,504	678,030	62%	
5819 Student Assemblies and Events	-	6,391	7,500	85%	
5820 Audit & CPA	20,000	-	20,000	0%	
5825 DMS Business Services	147,708	107,526	167,163	64%	
5835 Field Trips - Bus Transportations	4,530	-	-		
5850 Oversight Fees	150,812	-	169,759	0%	
5860 Service Fees	500	4,490	750	599%	
5900 Communications	8,000	18,111	3,500	517%	
5930 Postage	4,500	1,702	2,500	68%	
TTL Services & Operations	1,801,163	1,080,763	1,778,268	61%	
6000 - Capital Outlay					
6900 Depreciation	-	-	-		
TTL Capital Outlay	-	-	-		

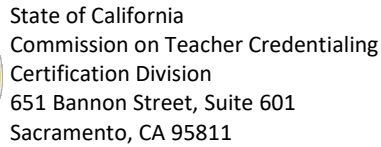
Manzanita Public Charter School
Monthly Financial Update
BUDGET DETAIL vs ACTUALS

Description	2024-25 First Interim Budget	Year-To-Date Actuals 02/28/2025	2024-25 Second Interim Budget	% of budget	Notes/Comments
7000 - Other Outgo					
7141 Other Payments to Districts	5,500	7,882	10,000	79%	
TTL Other Outgo	5,500	7,882	10,000	79%	
TTL EXPENDITURES	7,394,468	4,648,102	7,631,162		
Revenues less Expenditures	229,879	7,353	328,999		
Beginning Fund Balance	4,701,082		4,701,082		
Net Revenues	229,879		328,999		
ENDING BALANCE	4,930,961		5,030,081		
ENDING BALANCE AS % OF OUTGO	66.7%		65.9%		

Manzanita Public Charter School
2024-25 Projected Monthly Cash Flow Statement

Description	2024-25 Second Interim Budget	July	August	September	October	November	December	January	February	March	April	May	June	Accruals	Total For Year
BEGINNING CASH		4,329,200	4,395,383	4,055,987	4,163,362	2,602,458	2,148,538	2,473,659	2,529,915	2,312,001	2,314,561	2,438,310	2,196,533	2,561,570	4,329,200
CASH INFLOWS															
REVENUES											*				
LCFF State Aid	2,932,468	153,539	153,540	276,370	276,371	276,371	276,371	276,371	267,122	267,122	267,122	239,963	239,963	(37,756)	2,932,468
Education Protection Account	1,186,463			203,009	-	-	203,008	-	-	296,616		-	483,830	-	1,186,463
Prior Year Adjustments	69,295		69,295	-					(1,480)			-	-	1,480	69,295
In-Lieu-Of Property Taxes	1,470,420			-	-	364,171		336,159	(0)	-	364,171	-	-	405,919	1,470,420
Federal Revenues	666,345	-	402	-	-		370,931	85,274	196,728	61,297	114,932	61,297	61,297	(285,813)	666,345
Other State Revenues	1,314,010	60,908	56,710	79,606	79,500	50,594	153,046	185,937	67,507	67,507	67,507	67,507	25,000	352,680	1,314,010
Other Local Revenues	321,162	26,507	3,243	64,300	27,492	(4,324)	188,007	11,044	(144,400)					149,293	321,162
TTL CASH INFLOWS	7,960,163	240,954	283,190	623,286	383,363	686,812	1,191,362	894,786	385,476	692,542	813,732	368,767	810,090	585,803	7,960,163
EXPENDITURES															
All Certificated Salaries	3,242,969	29,256	297,700	263,747	288,916	426,322	291,804	274,211	295,626	295,626	295,626	245,626	195,626	42,885	3,242,969
All Classified Salaries	780,604	12,856	66,252	53,464	71,924	124,663	62,584	47,103	66,552	66,552	66,552	63,850	63,850	14,401	780,604
All Benefits	1,223,976	13,866	97,890	79,150	94,844	104,307	86,871	87,797	94,425	94,425	94,425	94,425	78,933	202,619	1,223,976
All Materials & Supplies	595,345	70,939	94,040	(16,187)	(7,359)	49,005	(655)	32,138	28,884	28,884	28,884	28,884	28,884	229,003	595,345
All Services and Operations	1,778,268	47,854	65,620	57,062	201,280	193,129	112,368	200,606	204,496	204,496	204,496	177,760	77,760	31,341	1,778,268
All Capital Outlay/Depreciation	-				-							-	-	-	-
All Other Outgo	10,000		1,084	976	976	1,141	1,016	1,016	1,673			-	-	2,118	10,000
TTL CASH OUTFLOWS	7,631,162	174,771	622,586	438,212	650,581	898,567	553,988	642,871	691,655	689,982	689,982	610,545	445,053	522,368	7,631,162
NET REVENUES	329,001														329,001
Accounts Receivable (net change)				(77,698)	206,314	(242,165)	(312,253)	(195,659)	88,266						(533,196)
Accounts Payable (net change)															-
Fixed Asset Acquisitions															-
Other Cash Inflows/Outflows					(1,500,000)		-								(1,500,000)
NET INFLOWS/OUTFLOWS		-	-	(77,698)	(1,293,686)	(242,165)	(312,253)	(195,659)	88,266	-	-	-	-		(2,033,196)
ENDING CASH BALANCE		4,395,383	4,055,987	4,163,362	2,602,458	2,148,538	2,473,659	2,529,915	2,312,001	2,314,561	2,438,310	2,196,533	2,561,570		
Days Cash On Hand		210	194	199	124	103	118	121	111	111	117	105	123		





Revised Declaration of Need for year: _____

Name of County: _____ County CDS Code: _____

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
_____ <i>Mailing Address</i>		
_____ <i>E-Mail Address</i>		

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit

Estimated Number Needed

CLAD/English Learner Authorization (applicant already holds teaching credential)

Bilingual Authorization (applicant already holds teaching credential)

List target language(s) for bilingual authorization:

Resource Specialist

Teacher Librarian Services

Emergency Transitional Kindergarten (ETK)

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.



"A Gold Ribbon School"

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Vandenberg Space Force Base, CA 93437
Phone: (805) 734-5600
Fax: (805) 734-3572
www.manzanitacharterschool.com
info@manzanitacharterschool.com

Middle School Curriculum Adoptions

All curriculum recommendations are for ONE YEAR only, with the options to (a) renew for 5 years OR (b) to revisit a different publisher based on the feedback of the MPCS curriculum steering team and middle school teachers

SUBJECT: WORLD LANGUAGES

Action item: Approval of Reporteros, published by Klett World Languages, for middle school students.

This curriculum is designed to align with the California State Standards and provides a comprehensive approach to Spanish instruction for grades 6-8 students.

Recommendation: The Superintendent recommends approval of the World Language "Reporteros".

*******MATH CURRICULUM ADOPTION RECOMMENDATIONS WILL BE BROUGHT TO THE REGULARLY SCHEDULED JUNE 18, 2025, GOVERNANCE BOARD MEETING TO ALLOW FOR ADDITIONAL PILOTING TIME FOR TEACHERS*******

General Considerations regarding these Adoption recommendations:

- Public comment was ensured based on public hearing language and posting.
- Stakeholder input from teachers, administrators, parents, and the Santa Barbara County Office of Education informed the curriculum selection process.
- All curriculum recommendations align with the California State Standards.
- The budget impact of all curriculum has been evaluated and considered with the new middle school budget.
- The curriculum connects to Manzanita's LCAP goals and actions.



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SUBJECT: HEALTH EDUCATION

Action item: Approval of "TEEN HEALTH" published by McGraw Hill/Glencoe for middle school students.

This curriculum is designed to align with the California State Standards and provides a comprehensive approach to Health Education instruction for grades 6-8 students.

Recommendation: The Superintendent recommends approval of the Health Education curriculum "TEEN HEALTH" for grades 6-8 students.

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SUBJECT: ENGLISH LANGUAGE ARTS/SOCIAL STUDIES

Action item: Approval of ELA curriculum "Common Lit 360" published by the non-profit organization CommonLit for middle school students.

This curriculum is designed to align with the California State Standards and provides a comprehensive approach to English Language and Social Studies instruction for grades 6-8 students.

Recommendation: The Superintendent recommends approval of the ELA/Social Studies curriculum for grades 6-8 students.

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SUBJECT: SCIENCE

Action item: Approval of Science curriculum "Amplify Science" published by UC Berkeley's Lawrence Hall of Science for middle school students.

This curriculum is designed to align with the California State Standards and provides a comprehensive approach to Science instruction for grades 6-8 students.

Recommendation: The Superintendent recommends approval of the Science curriculum for grades 6-8 students.

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Item Scheduled for Action/Consideration Attachment

Item Title: PURCHASE OF COMPACT TRAILER FOR MPCS CAMPUS USE

Background:

Over the past few months, Manzanita has completed extensive research on compact tractors. Types, brands, uses, strengths, weaknesses, and various implements and attachments. As Manzanita expands into its middle school and construction projects, there is a new need that requires better land management. Not only to maintain the lawns, gardens, playgrounds, sports fields and other areas, but the surrounding chapparal. With the right tractor and implements, we can create and maintain natural firebreaks, erosion control, pest control, and prevent invasive species from entering our environment, such as poison oak, poison ivy, venomous insects, reptiles, and plants. The goal of this purchase is to ensure independent maintenance of our property and reduce the long-term costs of outsourcing labor and equipment rentals. This purchase will ensure a safe, attractive, and sustainable environment for scholars, staff, and visitors. especially those who will be here on campus for future sports activities. Another very important reality that we will face in our schools' future is construction. We will need a strong, reliable piece of equipment to transport furniture, equipment, and other school items around campus, and possibly off campus.

Based on anticipation of future needs and current budget health, it is recommended that MPCS invest in a compact trailer purchase that is researched and determined by Manzanita's facilities lead and the Superintendent/CEO.

TOTAL COST NOT TO EXCEED 25K

Recommendation: APPROVAL

Fiscal impact: 25K

Resource Person: Suzanne Nicastro

Investing in a Compact Tractor and Implements for a 20-Acre School

Maintaining and enhancing a 20-acre elementary and middle school campus requires a strategic approach to land management. A compact utility tractor is an invaluable investment for ensuring the school grounds remain safe, attractive, and functional. With the right tractor and implements, the school can efficiently manage landscaping, maintenance, and seasonal challenges while promoting sustainability and cost-effectiveness.

Benefits of Owning a Compact Tractor

1. **Cost-Effectiveness and Labor Efficiency**
 A compact tractor significantly reduces the need for outsourced landscaping and groundskeeping services. Instead of hiring contractors for mowing, debris removal, and general maintenance, maintenance staff can efficiently complete tasks using a single machine with multiple attachments. This saves money in the long run while increasing the flexibility and speed of campus upkeep.
2. **Year-Round Versatility**
 A well-equipped tractor can serve the school throughout the year:
 - Spring and Summer: Mowing fields, aerating lawns, entire campus maintenance.

- Fall: Leaf collection, debris removal, and grading dirt/ gravel paths and roads.
 - Winter: Storm debris and soil work. This versatility ensures that the campus remains safe and well-maintained in every season.
3. Sustainability and Environmental Benefits
A compact tractor enables the school to implement environmentally friendly practices, such as composting, organic gardening, and tree planting. By using implements like aerators, seeders, and mulchers, the school can promote healthier landscapes without relying heavily on chemical fertilizers or herbicides. Additionally, maintaining school gardens can provide educational opportunities for students to learn about agriculture and sustainability.
 4. Safety and Accessibility
The proper maintenance of school grounds is essential for students, staff, and visitors. A compact tractor ensures that sports fields, playgrounds, walkways, and parking lots remain in top condition. Clearing debris, maintaining drainage, and leveling pathways can prevent accidents and injuries.

Essential Implements for our Elementary and Middle school campus

To maximize our tractor's utility, several key implements should be included in the investment:

1. Rotary Mower or Finish Mower – Essential for keeping fields, playgrounds, and open spaces neatly trimmed.
2. Front-End Loader (FEL) – Used for moving mulch, gravel, snow, and general landscaping tasks.
3. Box Blade or Grader Blade – Helps with leveling dirt paths, repairing driveways, and maintaining drainage ditches.
4. Post Hole Digger – Useful for installing fences, signs, playground structures, and even garden posts.
5. Rotary Broom – Ensures quick and efficient debris removal from roads, sidewalks, and parking areas.
6. Aerator and Over seeder – Promotes healthy turf for sports fields and general green spaces.
7. Sprayer Attachment – Helps manage weed control, fertilization, and watering of lawns and gardens.
8. Backhoe - An Essential tool in property and land maintenance, as well as construction, ranch work, and emergency repairs and clean-up.
9. 3-Point Tiller - Cultivate any piece of land with a Dirt Dog 3-Point Rotary Tiller. Whether you're putting in a food plot, gardens, smoothing a rough plot of land, or even doing driveway prep/repair.
10. Pallet forks - Use them to lift and carry logs or brush piles, or wrap tie straps around a load, and you can move just about anything that your tractor can lift

Long-Term Value and Return on Investment

While the initial purchase of a compact tractor and implements may seem costly, the long-term savings far outweigh the investment. Schools can save on contractor fees, reduce maintenance costs, and extend the life of their infrastructure by properly maintaining the grounds. Additionally, a well-kept landscape enhances the school's image and provides a welcoming environment for students, staff, and the community.

Conclusion

Investing in a compact tractor and the appropriate implements is a smart and sustainable choice for the Manzanita and Manzana school campus. It enhances efficiency, reduces costs, promotes environmental stewardship, and ensures the safety and accessibility of school grounds. With a well-planned approach, this investment will benefit both current and future students while fostering a well-maintained, functional, and beautiful learning environment.