

# Manzanita Governance Board

# Approved Minutes

OCTOBER 16, 2019

## Regular Board Meeting

### Governance Board Members

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

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The regular board meeting of the Governance Board of Manzanita Public Charter School will be held at Manzanita Public Charter School Staff Lounge, 991 Mountain View Blvd, VAFB, CA on **WEDNESDAY, OCTOBER 16, 2019 AT 6:00 PM.**

#### **A) CALL TO ORDER**

**TIME: 6:00 pm**

Pledge of Allegiance

Establish Quorum

4/5 (Juan Carlos Castaneda absent)

Opening Comments/Introductions/Welcome Guests

#### **B) Communications**

Instructions for Presentations to the Board by Parents and Citizens

Manzanita Public Charter School (“School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. “Request to Speak” forms are available in Spanish and English to all audience members who wish to speak on any agenda item(s) or under the general category of “Oral Communications.”
3. “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
5. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.

6. A member of the public requiring an interpreter will be provided six (6) minutes for public in accordance with section 54954.3 of the Government Code.

Any public records relating to an agenda item for an open session of the Board meeting which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 991 Mountain View Blvd, VAFB, CA.

In compliance with the Americans with Disabilities Act (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Director's office.

**C) Reports**

1. Superintendent/Principal's Report
  - a. Enrollment Report
  - b. Prop 51 Update
  - c. Bottle Branding
  - d. Winter Wonderland Planning
  - e. LCAP Meetings
  - f. AVID Night
  - g. Math Learning Camps
  - h. Soul Shoppe Assembly

**D) Consent Agenda Items**

**MOTION: Arleen Pelster SECOND: Krishna Flores VOTE: 4/0 (Juan Carlos Castaneda absent)**

1. Approval of the meeting minutes for the Regular Board Meeting on September 19, 2018 (Suzanne Nicastro) Attachment A
2. Approval of New Job Description Administrative Assistant II/SPED Administrative Assistant II (Suzanne Nicastro) Attachment B
3. Approval of New Job Description Administrative Clerk II (Suzanne Nicastro) Attachment C
4. Approval of Authorized Signatures for Release of commercial and Payroll Warrants (Nancy Dow) Attachment D
5. Approval of the Check Detail, Unpaid Bills Detail and Deposit Detail (Nancy Dow) Attachment E

**E) Items Scheduled for Action/Consideration**

1. Discussion and Approval of New Board Member Harvey Green (Suzanne Nicastro)

**MOTION: Eric Wilhelm SECOND: Arleen Pelster VOTE: 4/0 (Juan Carlos Castaneda absent)**

2. Discussion and Approval the "Employment Understanding Between Employees" to be inserted in the Employee Handbook (Suzanne Nicastro) Attachment F

**MOTION: Arleen Pelster SECOND: Krishna Flores VOTE:5/0 (Juan Carlos Castaneda absent)**

3. Discussion and Approval of Revised 2019/2020 SPED Budget (Suzanne Nicastro)

**MOTION: Eric Wilhelm SECOND: Krishna Flores VOTE: 5/0 (Juan Carlos Castaneda absent)**

**F) Items Scheduled for Information and Discussion**

1. Finland Presentation
2. Parent On-line Surveys
3. School Dashboard Local Indicator Discussion
4. LCAP Planning Session

**E) Future Agenda Items**

1. Professional Development

**F) Adjourn to Closed Session      **Time: 8:20 PM****

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

1. Public Employment: New Hire
  - a. Certificated Employee (1): Teacher Tutor
  - b. Classified Employee (3): Noon Duty Aide

**G) Reconvene to Open Session      **Time: 8:30 pm****

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

**I) Next Meeting**

The next scheduled meeting of the Governance Board will be held on **Wednesday, November 20, 2019 at 5:00 PM** Manzanita Public Charter School Staff Lounge.

**J) Adjournment      **Time: 8:31 pm****