

Manzanita Education Alliance Governing Board

APPROVED MINUTES

NOVEMBER 9, 2016

Regular Board Meeting

Governing Board Members

Chairman – Randy Wolf	PRESENT
Secretary – Eric Wilhelm	PRESENT
Treasurer – Rodolfo Bueno	ABSENT
Member – Juan Carlos Castañeda	PRESENT
Member – Lynn Diamantopoulos	ABSENT
Member – Monique Mangino	PRESENT
Member – Brenda Moss	PRESENT

The regular meeting of the Governing Board of Manzanita Public Charter School was held at Manzanita Public Charter School Staff Lounge, 991 Mountain View Blvd, VAFB, CA on **WEDNESDAY, NOVEMBER 9, 2016 AT 6:30 PM.**

(A) Opening

Call to order Time: 6:36 PM
 Pledge of Allegiance
 Establish Quorum 5/7
 Opening Comments/Introductions/Welcome Guests

(B) Communications

Instructions for Presentations to the Board by Parents and Citizens

(C) Consent Agenda Items

None

(D) Items Scheduled for Action/Consideration

1. Approval of meeting minutes for the October 12, 2016 Regular Board Meeting (Attachment A)
MS. BRENDA MOSS MOTIONED TO APPROVE THE AMENDED MEETING MINUTES FROM THE OCTOBER 12, 2016 REGULAR BOARD MEETING.
MR. ERIC WILHELM SECOND THE MOTION.
VOTE: 5/5
MOTION APPROVED.
2. Discussion and Approval of Check Detail and Unpaid Bills Detail (Attachment B) (Nancy Dow)
MR. JUAN CARLOS CASTAÑEDA MOTIONED TO APPROVE THE CHECK DETAIL AND UNPAID BILLS DETAIL.
MS. BRENDA MOSS SECOND THE MOTION.
VOTE: 5/5
MOTION APPROVED.
3. Discussion and Approval of Defining Full-Time versus Part-Time Language in Employee Handbook (Attachment C) (Suzanne Nicastro)
MR. ERIC WILHELM MOTIONED TO APPROVE THE DEFINING FULL-TIME VERSUS PART-TIME LANGUAGE IN EMPLOYEE HANDBOOK.
MS. MONIQUE MANGINO SECOND THE MOTION.
VOTE: 5/5
MOTION APPROVED.

4. Discussion and Approval of Final Review of Sick Leave Policy in Employee Handbook (Attachment D) (Suzanne Nicastro)
MS. BRENDA MOSS MOTIONED TO APPROVE THE FINAL REVIEW OF SICK LEAVE POLICY IN EMPLOYEE HANDBOOK AS AMENDED TO READ: SICK LEAVE IS AVAILABLE TO ALL MPCs EMPLOYEES FROM THE COMMENCEMENT OF EMPLOYMENT.
MR. ERIC WILHELM SECOND THE MOTION.
VOTE: 5/5
MOTION APPROVED.
5. Discussion and Approval of School Garden Educator Position (Suzanne Nicastro)
MS. BRENDA MOSS MOTIONED TO APPROVE THE SCHOOL GARDEN EDUCATOR POSITION PENDING AVAILABILITY OF FUNDING.
MS. MONIQUE MANGINO SECOND THE MOTION.
VOTE: 4/5 [ERIC WILHELM – YES; JUAN CARLOS CASTAÑEDA – YES; MONIQUE MANGINO – YES; BRENDA MOSS – YES; RANDY WOLF – ABSTAINED]
MOTION APPROVED.
6. Discussion and Approval of Reallocating the 2016-2017 One-Time State Funding \$30,000 from Cafeteria Flooring to Kinder Playground Equipment (Suzanne Nicastro)
MR. ERIC WILHELM MOTIONED TO APPROVE REALLOCATING THE 2016-2017 ONE-TIME STATE FUNDING \$30,000 FROM CAFETERIA FLOORING TO KINDER PLAYGROUND EQUIPMENT.
MR. JUAN CARLOS CASTAÑEDA SECOND THE MOTION
VOTE: 5/5
MOTION APPROVED.

(E) Reports

Executive Director/Principal's Report (Suzanne Nicastro)

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

1. Draft of the Interim Budget Revision for 2016-2017 (Nancy Dow)
PRESENTED
2. Mini Fiscal Workshop Presentation on Fiscal Calendar (Nancy Dow)
PRESENTED

(G) Future Agenda Items

1. Math Adoption Presentation (Suzanne Nicastro)
2. "The Brown Act – Open Meetings for Legislative Bodies" Presentation
3. Update Board on Charter Renewal
4. Prop 39 Update
5. Cardiopulmonary Resuscitation (CPR) training for staff specifically focusing on head concussions

(H) Next Meeting

The next scheduled meeting of the Governing Board will be held on Wednesday, December 14, 2016 at 6:30 PM at Manzanita Public Charter School Staff Lounge.

(I) AdjournmentTime: **8:32 PM****CERTIFICATE OF SECRETARY**

I certify that I am the duly appointed Secretary of Manzanita Public Charter School dba Manzanita Education Alliance, a California nonprofit public benefit corporation; that these minutes, consisting of two (2) pages are the minutes of the meeting of the Board of Directors held on November 9, 2016.



ERIC WILHELM
GOVERNANCE BOARD SECRETARY

6 Dec '16

DATE