

# Manzanita Education Alliance Governing Board

## MINUTES

JULY 13, 2016

### Regular Board Meeting

#### Governing Board Members

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

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, July 13, 2016 at 6:30 PM.

#### (A) Opening

Call to order Time: 6:48 PM  
 Pledge of Allegiance  
 Establish Quorum 3/5  
 Opening Comments/Introductions/Welcome Guests

#### (B) Communications

Instructions for Presentations to the Board by Parents and Citizens

- LETTER OF INTEREST TO BECOME A MANZANITA PUBLIC CHARTER SCHOOL GOVERING BOARD MEMBER FROM MONIQUE MANGINO.
- SHE WAS ASKED TO SHARE ABOUT HERSELF.
- SHE WAS ASKED ABOUT TIME COMMITMENT AND AVAILABILITY AS WELL POSSIBILITY OF BEIGN ON A COMMITTEE.
- VOTE FOR MEMBERSHIP WILL BE PLACED ON AUGUST'S AGENDA.

#### (C) Consent Agenda Items

NONE

#### (D) Items Scheduled for Action/Consideration

1. Approval of meeting minutes for the June 11, 2016 Regular Board Meeting (Attachment A)  
 MR. RODOLFO BUENO MOVED TO APPROVE THE MINUTES OF THE JUNE 11, 2016 REGULAR BOARD MEETING.  
 MR. ERIC WILHELM SECOND THE MOTION  
 VOTE: 3/3  
 MOTION APPROVED
2. Discussion and Approval of Check Detail and Unpaid Bills Detail (Attachment B) (Suzanne Nicastro)  
 MR. ERIC WILHELM MOVED TO APPROVE THE CHECK DETAIL AND UNPAID BILLS DETAIL  
 MR. RODOLFO BUENO SECOND THE MOTION  
 VOTE: 3/3  
 MOTION APPROVED
3. Discussion and Approval of the 2016-2017 Certificated and Classified Salary Schedules (Attachment C) (Suzanne Nicastro)  
 MR. ERIC WILHELM MOVED TO APPROVE THE SALARY SCHEDULE  
 MR. RODOLFO BUENO SECOND THE MOTION  
 VOTE: 3/3  
 MOTION APPROVED

4. Discussion and Approval of the Proposed Spending Plan for One Time State Funding 2016-2017 (Attachment D) (Suzanne Nicastro)  
MR. RODOLFO BUENO MOVED TO APPROVE THE PROPOSED SPENDING PLAN FOR ONE TIME STATE FUNDING 2016-2017.  
MR. ERIC WILHELM SECOND THE MOTION  
VOTE: 3/3  
MOTION APPROVED
5. Discussion and Approval of Special Education Budget (Attachment E) (Suzanne Nicastro)  
MR. ERIC WILHELM MOVED TO APPROVE THE SPECIAL EDUCATION BUDGET  
MR. RODOLFO BUENO SECOND THE MOTION  
VOTE: 3/3  
MOTION APPROVED
6. Discussion and Approval of the Principal Apportionment Annual Report (Attachment F) (Suzanne Nicastro)  
MR. RODOLFO BUENO MOVED TO APPROVE THE PRINCIPAL APPORTIONMENT ANNUAL REPORT  
MR. ERIC WILHELM SECOND THE MOTION  
VOTE: 3/3  
MOTION APPROVED
7. Discussion and Approval of the Consolidated Application for 2016-2017 (Attachment G) (Suzanne Nicastro)  
MR. ERIC WILHELM MOVED TO APPROVE THE CONSOLIDATED APPLICATION FOR 2016-2017  
MR. RODOLFO BUENO SECOND THE MOTION  
VOTE: 3/3  
MOTION APPROVED
8. Discussion and Approval of the 2016-2017 Service Contract for Charter Fiscal Services for Nancy Raso Dow (Attachment H) (Suzanne Nicastro)  
MR. ERIC WILHELM MOVED TO APPROVE THE 2016-2017 SERVICE CONTRACT FOR CHARTER FISCAL SERVICES FOR 2016-2017 FOR NANCY RASO DOW.  
MR. RODOLFO BUENO SECOND THE MOTION  
VOTE: 3/3  
MOTION APPROVED
9. Discussion and Approval of the Memorandum of Understanding with Lompoc Phone and Computer (LPC) (Attachment I) (Suzanne Nicastro)  
MR. RODOLFO BUENO MOVED TO APPROVE THE MEMORANDUM OF UNDERSTANDING WITH LOMPOC PHONE AND COMPUTER (LPC)  
MR. ERIC WILHELM SECOND THE MOTION  
VOTE: 3/3  
MOTION APPROVED
10. Discussion and Approval of the 2016-2017 Parent/Scholar Handbook (Attachment J) (Suzanne Nicastro)  
MR. RODOLFO BUENO MOVED TO APPROVE THE 2016-2017 PARENT/SCHOLAR HANDBOOK WITH AMENDMENTS TO BE PRESENTED AT THE AUGUST 10, 2016 MEETING.  
MR. ERIC WILHELM SECOND THE MOTION  
VOTE: 3/3  
MOTION APPROVED

**(E) Reports**

Executive Director/Principal's Report (Suzanne Nicastro)  
PRESENTED

- SPECIAL PROFESSIONAL DEVELOPMENT – FRIDAY, AUGUST 12, 2016
- DISCUSSED ROOM MOVEMENT FOR SPECIAL EDUCATION & UPPER GRADE
- ENROLLMENT – 426 (CURRENT)

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

NONE

**(G) Future Agenda Items**

1. Math Adoption Presentation to be held in August/September 2016
  2. ~~Options on Cafeteria~~ REMOVE FROM FUTURE AGENDA ITEM
  3. "The Brown Act – Open Meetings for Legislative Bodies" – Refresher training to go over the specific sections that pertain to Manzanita Public Charter School to be held in the Fall 2016 (Randy Wolf)
- **ADD TO AUGUST 2016 MEETING:**
    1. MANZANITA PUBLIC CHARTER SCHOOL BOARD MEMBER VOTE: MONIQUE MANGINO
    2. PARENT/SCHOLARE HANDBOOK WITH AMENDMENTS
  - **ADD TO OCTOBER/NOVEMBER MEETING:**
    1. CHARTER SCHOOL RENEWAL COMMITTEE

**THE BOARD PUBLICLY ANNOUNCED THE REASON FOR CLOSED SESSION. THERE WAS NO PUBLIC COMMENT.**

**(H) Adjourn to Closed Session****Time: 8:23 PM**

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

1. Public Employment/New Hires
  - a. Certificated Employees (6):
    - Fourth Grade Teacher
    - Fifth Grade Teacher
    - Sixth Grade
    - Certificated Teacher Tutor for First and Second Grade Reading Recovery Support
    - Psychologist
    - Music Teacher
  - b. Classified Employee (1):
    - Special Education Instructional Assistant

**(I) Reconvene to Open Session****Time: 8:48 PM**

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

**THE BOARD REPORTED THAT NO ACTION WAS TAKEN IN CLOSED SESSION.**


**(K) Next Meeting**

The next scheduled meeting of the Governing Board will be held on **August 10, 2016** at 6:30 PM at Manzanita Public Charter School Staff Lounge.

**(L) Adjournment****Time: 8:50 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 three (3) pages are the minutes of the meeting of the Board of Directors held on July 13, 2016.

  
 ERIC WILHELM  
 GOVERNANCE BOARD SECRETARY

  
 DATE