

Manzanita Governance Board

Approved Minutes

JANUARY 15, 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 January 15, 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: 3:30 PM
Pledge of Allegiance
Establish Quorum 4/5 (Krishna Flores – 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, 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 Update: New Building Names (Attachment B)
- c. Middle School Update: In-house Interviews Scheduled January 29, 2025 (Attachment C)
- d. Charter Renewal
- e. Nutrition Planning Update
- f. VSFB Civic Leader Open House

2. Principal's Report

- a. Upcoming Math Professional Development
- b. Staff Evaluation Update
- c. School of Choice Week

3. Vandenberg Space Force Base Report

Crystal Adams - School Liaison

4. Board Member(s) Report

None.

E) Consent Agenda Items

Motion: Eli Villanueva Second: Alfonso Gonzalez Vote: 4/5 (Krishna Flores – Absent)

Item 3 (Attachme F) section (d) – Approved with the removal job description titled *Program Specialist – Special Education*.

Item 4 (Attachment G) section (a) – Approved with the removal of *3% Annual effective date 7/1/24* from the Certificated Salary Schedule 2025-2026.

Item 4 (Attachment G) section (b) – Approved with the removal of *Changes effective date 07/01/2022 and For SY 2024-25 3% increase*.

Item 6 (Attachment I) – Approved with the removal of the section of the key table for *June 4th Sixth Grade Promotion*.

1. Approval of the December 11, 2024 regular board meeting (Attachment D)
2. Approval of the check detail, deposit detail and unpaid bills (Attachment E)
3. Approval of Middle School job descriptions for (Attachment F)
 - a) Classroom Teacher TK-8
 - b) Office Assistant
 - c) Paraeducator
 - d) ~~Program Specialist—Special Education~~
 - e) Resource Education Specialist
 - f) Resource Specialist
 - g) Speech Language Pathologist
 - h) Student Information Specialist
 - i) Supervisor-Maintenance Operations
 - j) Director of Child Nutrition Services
4. Approval of Middle School salary schedules for the 2025-2026 school year (Attachment G)
 - a) Certificated Salary Schedules
 - b) Classified Salary Schedule
 - c) Classisfied Management Salary Schedule
5. Approval of the School Accountabillity Report Card (SARC) (Attachment H)
6. Approval of the 2025-2026 School Calendar (Attachment I)

F) Items Scheduled for Information and Discussion

1. Eide Bailly Presentation (Bobby Patel)
2. Delta Management Solutions (DMS) monthly update to the board (Attachment J) (Candice Phillips)
3. Fall 2024 Parent Suvery Results (Attachment K) (Suzanne Nicastro) Tabled to February 12, 2025 Meeting.
4. MPCS Administrative Roles and Goals (Suzanne Nicastro) (Kat Franson) (Jenny Klinedinst) Tabled to February 12, 2025 Meeting.
5. Board Ethics Training Pursuant to ~~Education Section~~ 53234 from Young, Minney and Corr (YM&C) (John Lemon) Correction made to reflect corrected title: Board Ethics Training Pursuant to Government Code Section 53234 from Young, Minney and Corr (YM&C). (John Lemon)

G) Items Scheduled for Action/Consideration

1. Discussion and approval of the extention of the Student Transportation of America (STA) contract for the 2025-2026 school year (Attachmnet L) (Suzanne Nicastro)
 Motion: Monique Mangino Second: Eli Villanueva Vote: 4/5 (Krishna Flores – Absent)
2. Discussion and approval of the annual update of the Authorized Signature for Commercial and Payroll Warrant for the 2025-2026 School Year (Attachment M) (Suzanne Nicastro)
 Motion: Eli Villanuez Second: Alfonso Gonzalez Vote: 4/5 (Krishna Flores – Absent)

H) Future Agenda Items

1. Parent/Scholar Handbook
2. Employee Handbook
3. Board Brown Act Training

The Governance Board took a break at 4:15 PM and returned from break at 4:45 PM and began the Board Ethics Training.

I) Adjourn to Closed Session Time: _____ Closed Session was tabled.

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. Employee Evaluation (Government Code 54957)

J) Reconvene to Open Session Time: _____

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


I) Next Meeting

Regular scheduled meeting of the Governance Board will be held on Wednesday, February 12, 2025 at 3:30 PM in the Manzanita Public Charter School Staff Lounge.

J) Adjournment Time: 6:47 PM

CERTIFICATE OF SECRETARY

I certify that I am the duly appointed Secretary of the Manzanita Public Charter School dba Manzanita Governance Board, a California nonprofit public benefit corporation; that these minutes, consisting of four (4) pages are the minutes of the regular meeting of the Board of Directors held on February 12, 2025.



Eli Villanueva
Governance Board Secretary

2-12-25
Date