

# Manzanita Governance Board

# AGENDA

MAY 15, 2024

## Regular Board Meeting

### Governance Board Members

Chairman	Arleen Pelster
Vice Chairman	Krishna Flores
Secretary	Eli Villanueva
Treasurer	Monique Mangino
Member	Beth Chi

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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, Vandenberg Space Force Base, CA 93437 on May 15, 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: \_\_\_\_\_  
Pledge of Allegiance  
Establish Quorum \_\_\_\_\_  
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, VSF, 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**

- a. Superintendent's Report
  - a. Enrollment Report (Attachment A)
  - b. Prop 51/PSMI Update
  - c. 7<sup>th</sup> and 8<sup>th</sup> Planning
  - d. School Food Authority Update (SFA)
- b. Interim Principal's Report
  - a. State Testing
  - b. May Celebrations
- c. Vandenberg Space Force Base Report  
Crystal Adams - School Liaison

**D) Consent Agenda Items**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

1. Approval of the April 10, 2024 minutes of the regular board meeting (Attachment B)
2. Approval of the check detail, deposit detail and unpaid bills (Attachment C)
3. Approval of adding the following new positions: (Attachment D)
  - a) Food Services Production Manager (Classified)
  - b) Food Services Administrative Manager (Classified)
  - c) Food Service Assistant (Classified)
  - d) School Dean (Certificated)
4. Approval of updating the salary schedules to include the new positions of Food Service Productions Manager, Food Service Administrative Manager, Food Service Assistant or Kitchen Assistant, and School Dean effective July 1, 2024 (Attachment E)

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

7. Delta Management Solutions (DMS) monthly update to the board (Candice Phillips) (Attachment F)
8. Board reports organization (Suzanne Nicastro)
9. Cash flow and reserves management (Attachment G) (Candice Phillips) (Suzanne Nicastro)

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

1. Discussion and approval of the 2024-2025 Declaration of Need for Fully Qualified Educators (Attachment H) (Suzanne Nicastro)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

2. Discussion and approval of the Authorized Signatures for Commercial and Payroll Warrants for 2024-2025 (Attachment I) (Suzanne Nicastro)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

3. Discussion and approval of the Memorandum of Understanding (MOU) between Allan Hancock College and Manzanita Public Charter School for classroom/office lease during the 2024-2025 school year (Attachment J) (Suzanne Nicastro)

**G) Future Agenda Items**

1. Single School Plan
2. Parent/Scholar Handbook

**H) Adjourn to Closed Session Time: \_\_\_\_\_**

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: Superintendent
2. Employee(s) Discipline/Release/Dismissal/Complaint(s) (Gov. Code, #54957, subd. (b) (1). (Two cases)

**I) Reconvene to Open Session Time: \_\_\_\_\_**

**J) Public Report on Action Taken in Closed Session (includes the vote or abstention of every member present).**

**K) Next Meeting**

Local Control and Accountability Plan (LCAP) Public Hearing will be held on Wednesday, June 12, 2024 at 3:30 PM in the Manzanita Public Charter School Staff Lounge.

The next scheduled meeting of the Governance Board will be held on Wednesday, June 19, 2024 at 3:30 PM in the Manzanita Public Charter School Staff Lounge.

**L) Adjournment Time: \_\_\_\_\_**