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Superintendent's Enrollment Report

Date of Meeting: 02/12/2025

Date of Student Enrollment Totals: 01/31/2025

	August	September	October	November	December	January	February	March	April	May	June
Transitional Kinder	24	24	24	24	24	24					
Kinder	49	50	50	50	48	50					
First	76	76	76	75	73	74					
Second	53	53	52	52	52	52					
Third	49	51	52	51	51	52					
Fourth	77	75	77	78	77	77					
Fifth	73	75	76	78	75	75					
Sixth	75	75	76	76	76	76					
TOTAL	476	479	483	484	476	480					

Manzanita Governance Board

Unadopted 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

Manzanita Public Charter School: Warrant Report - December 2024

Check Number	Check Date	Vendor Name	Invoice Number	Invoice/remit description	Check Amount
1313-121224	12/12/2024	VISA	1313-121224	Airport Concession-Conference meal	37.71
1313-121224	12/12/2024	VISA	1313-121224	Amazon Prime	16.23
1313-121224	12/12/2024	VISA	1313-121224	Booking.com-Conf travel	(234.32)
1313-121224	12/12/2024	VISA	1313-121224	CA School Nutrition-Membership	65.00
1313-121224	12/12/2024	VISA	1313-121224	CA Schools Nutrition-Conference fees	1,580.00
1313-121224	12/12/2024	VISA	1313-121224	Cheesecake sac-Conference meal	51.16
1313-121224	12/12/2024	VISA	1313-121224	Conference Svcs-Conference fee	1,698.00
1313-121224	12/12/2024	VISA	1313-121224	Costco-6th grade project	98.91
1313-121224	12/12/2024	VISA	1313-121224	Enterprisecar-travel	844.90
1313-121224	12/12/2024	VISA	1313-121224	Gift Shop-Conference meal	59.17
1313-121224	12/12/2024	VISA	1313-121224	Hyatt Regency-Conf	256.62
1313-121224	12/12/2024	VISA	1313-121224	Hyatt Regency-Conf travel	4,221.37
1313-121224	12/12/2024	VISA	1313-121224	Hyatt Regency-Conference meal	213.91
1313-121224	12/12/2024	VISA	1313-121224	Hyatt Regency-Conference Travel	3,277.73
1313-121224	12/12/2024	VISA	1313-121224	Inklings-Staff appr certs.	62.56
1313-121224	12/12/2024	VISA	1313-121224	Padlet-SpEd Software	10.00
1313-121224	12/12/2024	VISA	1313-121224	Railroad fish&Chips-Conference travel	22.82
1313-121224	12/12/2024	VISA	1313-121224	Sheraton-Conference meal	106.24
1313-121224	12/12/2024	VISA	1313-121224	SMF Peets Coffee-Conference meal	7.74
1313-121224	12/12/2024	VISA	1313-121224	Southwest-Conf Travel	551.95
1313-121224	12/12/2024	VISA	1313-121224	Starbucks-Conference meal	68.48
1313-121224	12/12/2024	VISA	1313-121224	Tequila Mesa-Conference meal	87.06
1313-121224	12/12/2024	VISA	1313-121224	Tierzo-Telecomm.	90.73
1313-121224	12/12/2024	VISA	1313-121224	Uber-Conference meal	40.43
1313-121224	12/12/2024	VISA	1313-121224	Uber-Conference travel	64.49
1313-121224	12/12/2024	VISA	1313-121224	Uber-Travel	49.16
3415	12/3/2024	Big Green Cleaning Company	658124	Invoice for REQ# 25-139 Big Green - Fill in Janitor Aug and	2,480.00
3415	12/3/2024	Big Green Cleaning Company	658171	Invoice for REQ# 25-138 Big Green - Janitor fill in 9/23-9/3	2,803.21
3415	12/3/2024	Big Green Cleaning Company	658877	Invoice for REQ# 25-141 Big Green - Fill in Janitor 10/11 &	641.00
3422	12/12/2024	Advanced Computer Experts	798	Invoice for PO#-1040 Advanced Computers	1,600.00
3423	12/12/2024	Punchout Amazon	1DT3-CR9M-T117	Invoice for PO#-1024 Manny's Market - Winter Wonderland	1,021.83
3423	12/12/2024	Punchout Amazon	1FRM-RX6W-HQLD	Invoice for PO#-1024 Manny's Market - Winter Wonderland	21.74
3423	12/12/2024	Punchout Amazon	1KX4-K996-FWNX	Invoice for PO#-1024 Manny's Market - Winter Wonderland	115.12
3424	12/12/2024	Arleen Pelster	120524-Reimb AP	Reimb. for conference meals	105.13
3425	12/12/2024	Big Green Cleaning Company	660733	Invoice for PO#-1034 Big Green - Janitor coverage	384.00
3425	12/12/2024	Big Green Cleaning Company	660734	Invoice for PO#-1033 Big Green - Janitor coverage	912.00
3425	12/12/2024	Big Green Cleaning Company	661601	Invoice for REQ# 25-145 Big Green - Dec	2,008.00
3426	12/12/2024	Diverse Pest Management Inc.	28167	Invoice for PO#-1032 Diverse Pest Management - Nov	1,500.00
3427	12/12/2024	Jenny Klinedinst	120324-Reimb JK	Reimb. for supplies	294.00
3428	12/12/2024	Katherine Franson	120524-Reimb KF	Reimb. for conference travel	71.75
3429	12/12/2024	Lanspeed	58769	Invoice for PO#-1035 Lanspeed	2,565.00
3430	12/12/2024	Ninette Height	120524-1 Reimb NH	Reimb. for conference meals	43.17
3430	12/12/2024	Ninette Height	120524-Reimb NH	Reimb. for conference meals	304.77
3431	12/12/2024	Producers Dairy Foods,Inc.	8672432788	Invoice for PO#-1003 Producers Dairy - Milk Lunchroom	298.68
3432	12/12/2024	SBCEO Santa Barbara County Education Office Communications	52C25-00023	Invoice for PO#-903 Safety Symposium	260.00
3433	12/12/2024	Simple Memories	121424	Winter wonderland balloons	300.00
3434	12/12/2024	STA West Region	5202124	Invoice for PO#-1039 STA-Nov bussing	57,325.58
3435	12/12/2024	Wells Fargo Financial Leasing Inc.	5032222847	Invoice for PO#-1036 Copier Lease	1,422.55

Manzanita Public Charter School: Warrant Report - December 2024

Check Number	Check Date	Vendor Name	Invoice Number	Invoice/remit description	Check Amount
3436	12/17/2024	Punchout Amazon	134V-DN6J-FRIN	Invoice for PO#-1031 Manny's Market Bags	15.21
3436	12/17/2024	Punchout Amazon	134V-DN6J-H47T	Invoice for PO#-1031 Manny's Market Bags	16.29
3436	12/17/2024	Punchout Amazon	1KQL-J3GJ-D3NH	Invoice for PO#-1030 6th grade chicken project	80.97
3437	12/17/2024	Vestis	5020696504	Bar Mop Ribbed/Laundry Bag/Service Charge	72.08
3438	12/17/2024	Beth Baldacchino	121324-Reimb BB	Reimb. for Mannys market items	992.99
3439	12/17/2024	CSM Consulting, Inc.	18353	Invoice for PO#-1044 CSM consulting, e-rate	625.00
3440	12/17/2024	Custom Ink	77099135	Invoice for PO#-977 Robotic Team T-Shirts	316.46
3441	12/17/2024	Frontier Communications	062408-112824	Invoice for REQ# 25-148 Frontier	94.06
3442	12/17/2024	Innovative School Solutions, Inc.	MPS199	Invoice for REQ# 25-147 Oasis	700.00
3443	12/17/2024	NCS Pearson, Inc.	27225029	Invoice for PO#-1038 Speech Testing Materials	2,463.00
3444	12/17/2024	Producers Dairy Foods,Inc.	8672434166	Invoice for PO#-1003 Producers Dairy - Milk Lunchroom	386.69
3445	12/17/2024	Punchout Staples	7003258156	Invoice for PO#-1037 Office supplies	47.59
3446	12/17/2024	VISA	9677-112724	Visa 9677 Anthony Slade	4,109.93
3447	12/27/2024	Punchout Amazon	1VTC-3R1C-TPDF	Invoice for PO#-1042 Author Go Round Books	53.11
3448	12/27/2024	Vestis	5020706057	Invoice for PO#-1047 Vestis	72.08
3449	12/27/2024	Big Green Cleaning Company	662432	Invoice for REQ# 25-154 Big Green - Fill in Janitor	385.00
3450	12/27/2024	Lompoc Unified School District	INV25-00035	Invoice for REQ# 25-150 LUSD-Jul utilities	938.58
3450	12/27/2024	Lompoc Unified School District	INV25-00036	Invoice for REQ# 25-151 LUSD- Aug gas	361.55
3450	12/27/2024	Lompoc Unified School District	INV25-00039	Invoice for REQ# 25-152 LUSD- Sept gas	327.60
3451	12/27/2024	Punchout Office Depot	400082090001	Invoice for PO#-1029 office items	588.92
3452	12/27/2024	Producers Dairy Foods,Inc.	8672434845	Invoice for PO#-1003 Producers Dairy - Milk Lunchroom	362.91
3453	12/27/2024	Stacie Powell	121924-1 Reimb SP	Reimb. for Mannys market items	188.45
3453	12/27/2024	Stacie Powell	121924-2 Reimb SP	Reimb. for Santa photo development	192.03
3454	12/27/2024	Punchout Staples	7003400960	Invoice for PO#-1046 SPED Ink, envelopes	164.51
7179-120324	12/3/2024	VISA	7179-120324	Abebooks.co-Math expression books	44.10
7179-120324	12/3/2024	VISA	7179-120324	Credit	(50.00)
7179-120324	12/3/2024	VISA	7179-120324	Edpuzzle pro teacher-wheeler class. budget	13.50
7179-120324	12/3/2024	VISA	7179-120324	Heggerty-License renewal	89.00
7179-120324	12/3/2024	VISA	7179-120324	Hobby Lobby-Winter Wonderland crafts	72.27
7179-120324	12/3/2024	VISA	7179-120324	J.W. Pepper-Honor choir Music	75.65
7179-120324	12/3/2024	VISA	7179-120324	Limblecmms-Maint App	1,587.60
7179-120324	12/3/2024	VISA	7179-120324	Music Theatre-spring musical scripts	740.00
7179-120324	12/3/2024	VISA	7179-120324	Otc brands-Winter wonderland prizes	247.56
7179-120324	12/3/2024	VISA	7179-120324	Pacific cons.-kaml PCPA fieldtrip	1,463.00
7179-120324	12/3/2024	VISA	7179-120324	Positive promotions-15 year pinsYrs of service pins	46.90
7179-120324	12/3/2024	VISA	7179-120324	Square hardware-square pos x2	1,506.35
7179-120324	12/3/2024	VISA	7179-120324	TST Bravo pizza-Peace keepers lunch	38.76
7179-120324	12/3/2024	VISA	7179-120324	TST Bravo pizza-Trunk or treat prize	38.59
7179-120324	12/3/2024	VISA	7179-120324	Villages coffee stop-Impact aid teachers prize	31.14
7179-120324	12/3/2024	VISA	7179-120324	Wacky buttons-Trunk or treat buttons	138.26
Report Total					\$ 109,463.27

LCAP Executive Summary

Manzanita Public Charter School

2024-25

California's SB 114 requires that all local educational agencies (LEAs) submit an *LCAP Mid-Year Report* to the board before 2/28 of each year. SB 114 requires this report to include the following:

- (i) All available midyear outcome data related to metrics identified in the current year's LCAP
- (ii) All available midyear implementation data on all actions identified in the current year's LCAP
- (iii) All available midyear expenditure data on all actions identified in the current year's LCAP

- Page 1 - Cover Page
- Page 2 - Available mid-year outcome data related to metrics
- Page 3 - Mid-year expenditure and implementation data on all actions

	Baseline Yr	Previous Yr	Recent Data	Target (yr 3)
1.B.1: Maintain the % of students with CA State Standards aligned core curriculum above (BL Yr: 22-23)	100%	100%	100%	100%
1.B.2: Increase the % of ELs with CA State Standards aligned ELD curriculum to (BL Yr: 22-23)	100%	100%	100%	100%
4.A.1: Increase the % meeting standard on CAASPP ELA to (BL Yr: 22-23)	53.6%	53.6%	53.2%	65%
4.A.2: Increase the % meeting standard on CAASPP Math to (BL Yr: 22-23)	40.8%	40.8%	42.9%	50%
4.E: Increase the % of ELs reclassified (Reclassification Rate) to (BL Yr: 22-23)	4.6%	4.6%	4.4%	15%
4.D: Increase the % of English Learner Progress (CA Dashboard, Status) to (BL Yr: 22-23)	51.8%	51.8%	58.7%	55%
7.A: Maintain the % of students enrolled in required courses of study at (BL Yr: 23-24)	100%	100%	100%	100%
1.A: Maintain the % of teachers who are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching at (BL Yr: 22-23)	82.6%	82.6%	100%	100%
5.B: Decrease the % on Chronic absenteeism rate (CA Dashboard, Status) to (BL Yr: 22-23)	13.8%	13.8%	9.3%	10
5.C: Maintain the % on Middle school dropout rate at (BL Yr: 22-23)	N/D	N/D	N/D	0%
6.A: Maintain the % on Suspension rate (CA Dashboard, Status) below (BL Yr: 22-23)	0.8%	0.8%	1.9%	1.0%
6.B: Maintain the % on Expulsion rate at (BL Yr: 22-23)	0%	0%	0%	0%
6.C.1: Maintain the # on the <i>District School Climate Survey</i> overall index School Climate Rating above	83.4	83.4	N/A	80
3.A.2: Maintain the % of households responding to the <i>District Parent Survey</i> above (BL Yr: 23-24)	67%	67%	90.4%	60%

Action ID	Main Action	Budgeted	Estimated Actual	Diff	
01.01:	Monitor student data to inform instructional practices by enacting a Data Team to review data quarterly.	\$0	\$37,500	\$37,500	<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed
01.02:	Staff all classrooms with appropriately assigned, and fully credentialed teachers during ELD and intervention time and in ELD and intervention classrooms. (1.74 FTE @ \$110,000 / FTE)	\$191,400		-\$191,400	<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed
01.03:	Provide PD to staff on language acquisition programs including training on use of the adopted ELD program and assessments. This PD will be provided to teachers, instructional aides, teacher tutors, and language specialists. (.16 FTE @ \$110,000 / FTE) (PDP)	\$17,600		-\$17,600	<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed
01.04:	Utilize common formative, benchmark assessments across the LEA to analyze student progress in order to inform instruction, monitor student progress, and to identify students needing further assessment or interventions.	\$30,000	\$29,100	-\$900	<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed
01.05:	Provide new and experienced teachers with high level coaching support on a weekly basis	\$156,000	\$156,850	\$850	<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed
01.06:	Provide all teachers and instructional support staff with time, protocols, and resources for vertical articulation related to their content areas and standards, with increased emphasis on ELA alignments with writing skills. (1.14 FTE @ \$110,000 / FTE)	\$125,730	\$128,710	\$2,980	<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed
01.07:	The LEA will provide a variety of extended learning programs, including STEM, ARTS, and Outdoor Education to provide supplemental instruction and support to students and students with exceptional needs.	\$373,460	\$381,320	\$7,860	<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed
01.08:	Provide time during the school day for all teaches to meet 4 days / week for at least 40 minutes for PLCs to plan essential learning targets, student achievement data, teacher observations, best practices in instruction, and the use of intervention time. At least 50% of this time will focus on unduplicated students. (1.56 FTE @ \$110,000 / FTE)	\$171,697	\$167,000	-\$4,697	<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed
01.09:	Place instructional aides in all full day TK and kindergarten classrooms to support academic and behavioral needs of students. Priority for support will be given to EL, LI and FY students. (2 FTE @ \$45,000 / FTE)	\$90,000	\$86,100	-\$3,900	<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed

Action ID	Main Action	Budgeted	Estimated Actual	Diff
02.01:	Analyze the causes and patterns of chronic absenteeism to establish consistent policy and practice; research and design strategies to reduce frequency; and communicate to families the importance of school attendance and its relationship to student success.	\$0	\$0	\$0
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	
02.02:	Continue to modify and expand the MTSS tiered intervention system for all students in need of social emotional intervention. Social emotional supports will include: the DESSA screener, counseling and psychologist services increased physical education services. Newly arriving military dependents will receive extra attention. (2.25 FTE @ \$140,000 / FTE)	\$315,000	\$332,500	\$17,500
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	
02.03:	Continue to modify and expand the MTSS tiered intervention system for all students in need of behavioral intervention. This will include tier 1 in-class interventions, 2nd STEP and Soul Shoppe (anger management, bullying, and racial tolerance). Newly arriving military dependents will receive extra attention. The MTSS Behavioral Team will analyze suspension data and facilitate Tier 2 and Tier 3 interventions to students at-risk in order to reduce suspensions.	\$10,000	\$10,400	\$400
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	
02.04:	Provide PD to all teachers and appropriate staff on some of the following topics: increasing academic rigor to meet grade level standards, data evaluation to provide equitable school-wide instruction, etc. (PDP)	\$0	\$20,000	\$20,000
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	
02.05:	Provide a certificated PE teacher (TK-6) and in addition a classified PE instructional aide (TK-2). This PE program will have a social-emotional focus to target needs of at-risk students (English learners, foster, homeless, low-income). This time will also be used to provide grade levels with PLC time to analyze performance data from unduplicated students. (2 FTE @ \$65,000 / FTE)	\$130,000	\$127,050	-\$2,950
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	
02.06:	Re-establishment of school-wide behavioral guidelines with a focus on preventing physical violence, racial language, and dress codes. (Administration, teachers, counselor, psychologist)	\$25,000	\$24,500	-\$500
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	
02.07:	Design and establish a staff wellness program with incentives and rewards. (Administration, teachers, counselor, psychologist) .	\$10,000	\$10,600	\$600
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	
03.01:	Provide regular newsletters and support the use of an effective website and social media to enhance communication with students, teachers, parents, the staff and the community. Communicate with parents regularly using Parent Square messages and group emails in addition to quarterly Zoom Parent Updates. All significant communications will be provided in English and Spanish.	\$2,500	\$2,500	\$0
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	

Action ID	Main Action	Budgeted	Estimated Actual	Diff
03.02:	Provide all classified staff with high quality training on some of the following: maintaining high levels of community engagement, communicating with parents, completing work tasks with increased efficiency and confidence, MS Office, student information system, etc. (PDP)	\$20,000	\$19,600	-\$400
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	
03.03:	Hold quarterly parent-teacher conference for all parents of students who are English language learners, and/or low income, and who are military dependents. All of the above families will be 1. invited to attend, 2. will be invited to take part in a yearly comprehensive survey, and 3. will be made aware of the MTSS program with information about how their child might qualify for support through this program. Translation services will be made available as needed. (.07 FTE @ \$110,000 / FTE)	\$8,064	\$8,064	\$0
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	
03.04:	Build the expansion to 7th and 8th grades by ensuring that the new school model: 1. does not detract from existing Manzanita needs and demands, 2. meets all state and federal, requirements for middle school, 3 creates a rigorous, highly engaging program that scholars, families, and staff are excited to engage with, and 4. operates with enhanced safety guidelines for all grades	\$0	\$0	\$0
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	
03.05:	The superintendent, principal and VSFB liaison will research and successfully complete the Purple Star application process to become a school organization which better supports military families in a strategic way.	\$2,000	\$2,000	\$0
			<input type="radio"/> Not Started <input checked="" type="radio"/> In Progress <input type="radio"/> Completed	



Manzanita Public Charter School

2024-25 Monthly Financial Update

actuals through December 2024



**Manzanita Public Charter School
Monthly Financial Update**

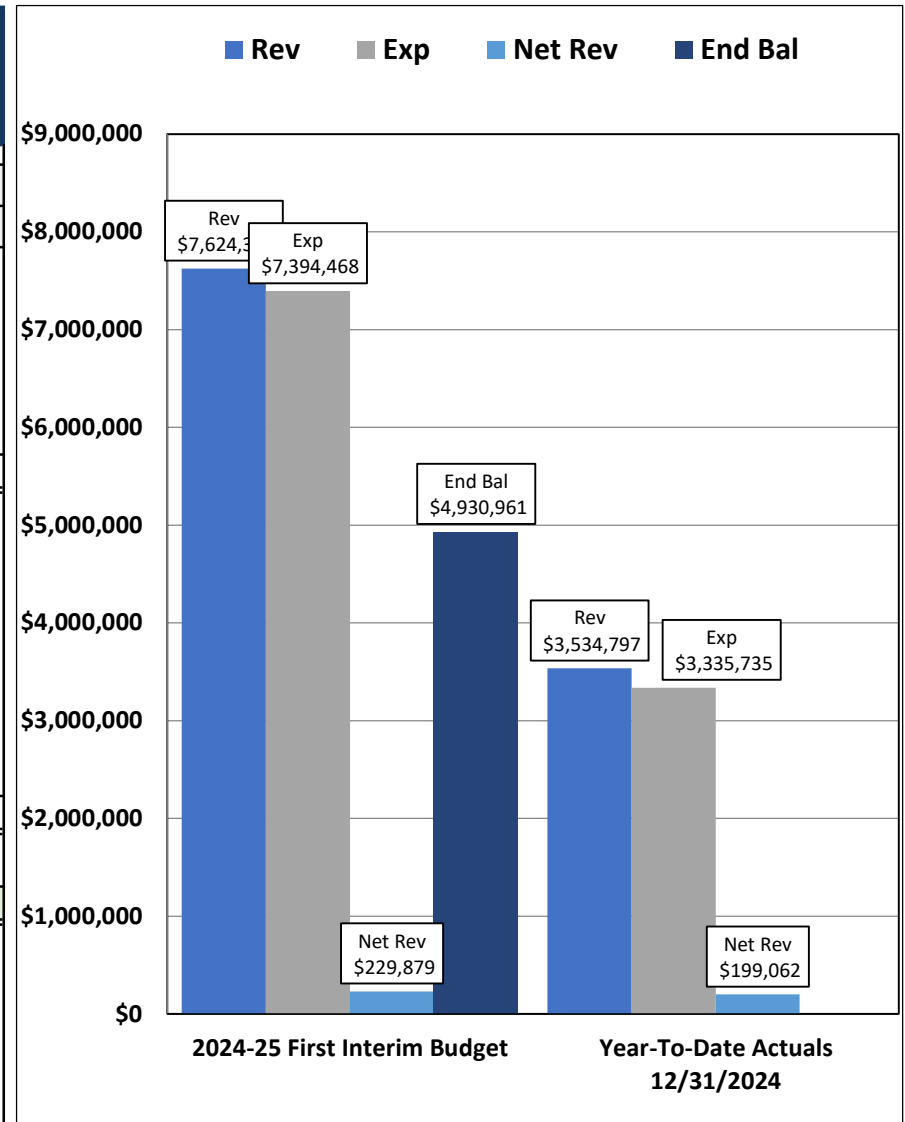
2024-25

SUMMARY NARRATIVE

SUMMARY NARRATIVE	
Revenue	As of this report, 50% of the year has passed and 46% of overall projected revenue has been recorded.
Expenses	1. Expenses are trending at 45% overall. Currently, this does not present concern. We will closely monitor expenses and assist with modifications, if any, to the Second Interim Budget.
Cash & Reserves	<ol style="list-style-type: none"> 1. As of this report operating reserves rest at \$2,473,659. This offers significant balances on hand to carry out operations should economic uncertainty arise. 2. Note, the Fidelity Investment balance is \$1,504,411 as of this report. 3. Total cash on hand plus investment total is \$3,978,070.
Additional Comments	The Manzanita Public Charter School (MPCS) continues to demonstrate fiscal stability and is projected to meet all obligations as scheduled. DMS and MPCS's management continue to monitor the political and economic landscape in an effort to anticipate potential impacts on the schools.

**Manzanita Public Charter School
2024-25 Monthly Financial Update
BUDGET SUMMARY**

	2024-25 First Interim Budget	Year-To-Date Actuals 12/31/2024	% of Budget
Projected Enrollment:	484	-	-
Projected P-2 ADA:	448.25	-	-
Revenues:			
General Purpose Entitlement	\$ 5,405,170	\$ 2,252,045	42%
Federal Revenue	773,483	371,333	48%
Other State Revenue	1,310,694	606,194	46%
Other Local Revenue	135,000	305,225	226%
TTL Revenues	\$ 7,624,347	\$ 3,534,797	46%
Expenditures:			
Certificated Salaries	\$ 3,181,609	\$ 1,597,744	50%
Non-Certificated Salaries	780,604	388,773	50%
Benefits	1,086,171	476,928	44%
Books/Supplies/Materials	539,421	189,783	35%
Services/Operations	1,801,163	677,313	38%
Capital Outlay	-	-	0%
Other Outgo	5,500	5,193	94%
TTL Expenditures	\$ 7,394,468	\$ 3,335,735	45%
Net Revenues	\$ 229,879	\$ 199,062	0%
Beginning Balance July 1	\$ 4,701,082		
Ending Balance June 30	\$ 4,930,961		
Ending Balance as % of Exp:	66.7%		



Manzanita Public Charter School
2024-25 Monthly Financial Update
BUDGET DETAIL vs ACTUALS

Description	2024-25 First Interim Budget	Year-To-Date Actuals 12/31/2024	% of budget	Notes/Comments
Enrollment (CALPADS)	484			
Average Daily Attendance (P-2)	448.25			
REVENUES				
General Purpose Entitlement				
8011 General Purpose Block Grant	2,824,737	1,412,562	50%	
8012 Education Protection Account	1,121,379	406,017	36%	
8019 Prior Year Corrections/Adjustments	69,295	69,295	0%	
8096 Funding in Lieu of Property Taxes	1,389,759	364,171	26%	363k received in January
TTL General Purpose Entitlement	5,405,170	2,252,045	42%	
Federal Revenue				
8110 Maintenance and Operations	-	-		
8181 Federal IDEA SpEd Revenue	86,263	-	0%	
8290 Other Federal Revenue	587,207	371,333	63%	
TTL Federal Revenue	773,483	371,333	48%	
Other State Revenue				
8311 AB602 State SpEd Revenue	377,808	217,218	57%	
8520 School Nutrition Program - State	102,054	57,992	57%	
8550 Mandated Cost Reimbursements	8,784	8,784	100%	
8560 State Lottery Revenue	119,539	27,884	23%	
8565 Prior Year Lottery Revenue	631	3,316		
8590 Other State Revenue	701,878	291,000	41%	
TTL Other State Revenue	1,310,694	606,194	46%	
Other Local Revenue				
8660 Interest Income	65,000	54,063	83%	
8699 Other Revenue	70,000	251,162	359%	
TTL Other Local Revenue	135,000	305,225	226%	
TTL REVENUES	7,624,347	3,534,797	46%	

Manzanita Public Charter School
2024-25 Monthly Financial Update
BUDGET DETAIL vs ACTUALS

Description	2024-25 First Interim Budget	Year-To-Date Actuals 12/31/2024	% of budget	Notes/Comments
EXPENDITURES				
1000 - Certificated Salaries				
1100 Teacher Compensation	2,259,062	1,190,696	53%	
1140 Teacher Stipends/Extra Duty	-	20,388		
1150 Teacher Stipends/Extra Duty	237,250	23,738	10%	
1200 Student Support	273,018	144,276	53%	
1250 Support Stipends/Extra Duty	10,400	682	7%	
1300 Certificated Administrators	394,379	212,416	54%	
1350 Administrator Stipends/Extra Duty	7,500	5,549	74%	
TTL Certificated Salaries	3,181,609	1,597,744	50%	
2000 - Non - Certificated Salaries				
2100 Instructional Aides	360,979	145,489	40%	
2150 Instructional Aides Stipends	1,000	1,064	106%	
2200 Pupil Support Administration	162,489	90,320	56%	
2250 Pupil Support Stipends	3,000	333	11%	
2300 Classified Administrators	38,654	20,886	54%	
2400 Clerical & Technical Staff	207,715	123,250	59%	
2450 Clerical & Technical Stipends	5,600	3,131	56%	
TTL Non - Certificated Salaries	780,604	388,773	50%	
3000 - Employee Benefits				
3101 STRS Certificated	619,407	250,079	40%	
3301 OASDI/Medicare	47,023	53,322	113%	
3302 OASDI/Medicare	59,716	-	0%	
3401 Health Care Certificated	228,063	116,044	51%	
3402 Health Care Classified	47,587	25,623	54%	
3501 Unemployment Insurance	1,622	956	59%	
3502 Unemployment Insurance	390	-	0%	
3601 Workers' Comp Certificated	77,679	11,907	15%	
3602 Workers' Comp Classified	4,684	2,954	63%	
3902 Other Benefits Class	-	16,043		
TTL Employee Benefits	1,086,171	476,928	44%	

Manzanita Public Charter School
2024-25 Monthly Financial Update
BUDGET DETAIL vs ACTUALS

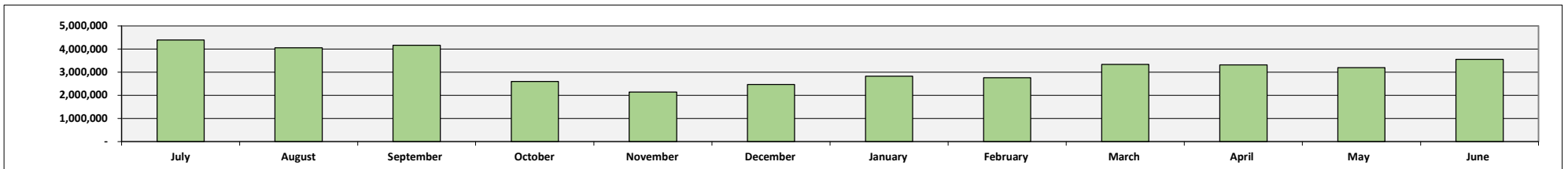
Description	2024-25 First Interim Budget	Year-To-Date Actuals 12/31/2024	% of budget	Notes/Comments
4000 - Books/Supplies/Materials				
4100 Textbooks & Core Curriculum	25,512	31,508	124%	
4200 Other Reference Materials	15,000	984	7%	
4310 Materials & Supplies	226,799	94,379	42%	
4320 Office Supplies	453	1,335	295%	adjust at second interim
4390 Other Supplies	-	-	0%	
4400 Non - Capitalized Equipment	69,000	53,950	78%	
4700 School Nutrition Program	202,657	7,628	4%	monitor closely and adj
TTL Books/Supplies/Materials	539,421	189,783	35%	
5000 - Services & Operations				
5100 Subagreements For Services	258,400	81,784	32%	
5200 Travel & Conferences	29,000	28,508	98%	
5300 Dues & Memberships	5,500	12,641	230%	adjust at second interim
5400 Insurance	35,000	22,012	63%	
5500 Operations & Housekeeping	65,150	25,190	39%	
5610 Facility Rents & Leases	36,500	17,220	47%	
5620 Equipment Leases	18,000	11,746	65%	
5800 Professional Services - Non - instructional	336,533	78,059	23%	
5810 Legal	3,000	9,840	328%	adjust at second interim
5813 Transportation	678,030	297,019	44%	
5819 Student Assemblies and Events	-	6,391		
5820 Audit & CPA	20,000	-	0%	
5825 DMS Business Services	147,708	80,840	55%	
5835 Field Trips - Bus Transportations	4,530	-	0%	
5850 Oversight Fees	150,812	-	0%	
5860 Service Fees	500	618	124%	
5900 Communications	8,000	953	12%	
5930 Postage	4,500	3,030	67%	
TTL Services & Operations	1,801,163	677,313	38%	
6000 - Capital Outlay				
6900 Depreciation	-	-		
TTL Capital Outlay	-	-		

Manzanita Public Charter School
2024-25 Monthly Financial Update
BUDGET DETAIL vs ACTUALS

Description	2024-25 First Interim Budget	Year-To-Date Actuals 12/31/2024	% of budget	Notes/Comments
7000 - Other Outgo				
7141 Other Payments to Districts	5,500	5,193	94%	
TTL Other Outgo	5,500	5,193	94%	
TTL EXPENDITURES	7,394,468	3,335,735	45%	
Revenues less Expenditures	229,879	199,062		
Beginning Fund Balance	4,701,082			
Net Revenues	229,879			
ENDING BALANCE	4,930,961			
ENDING BALANCE AS % OF OUTGO	66.7%			

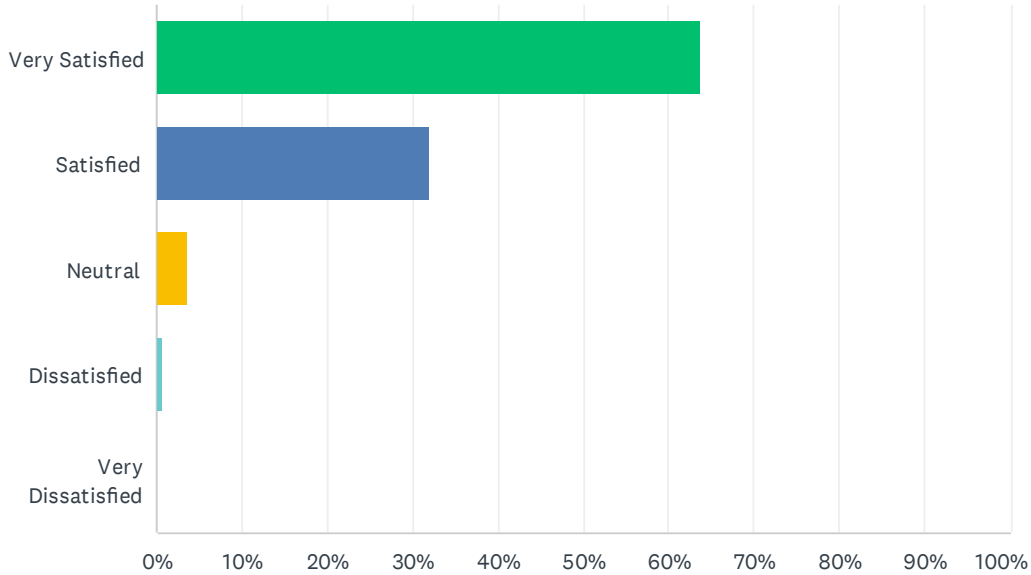
**Manzanita Public Charter School
2024-25 Projected Monthly Cash Flow Statement**

Description	2024-25 Monthly Financial Update	July	August	September	October	November	December	January	February	March	April	May	June	Accruals	Total For Year
BEGINNING CASH		4,329,200	4,395,383	4,055,987	4,163,362	2,602,458	2,148,538	2,473,659	2,823,552	2,755,640	3,332,243	3,317,966	3,196,629	3,548,953	4,329,200
CASH INFLOWS															
REVENUES															
LCFF State Aid	2,824,737	153,539	153,540	276,370	276,371	276,371	276,371	276,371	276,371	276,371	276,371	239,963	239,963	(173,235)	2,824,737
Education Protection Account	1,121,379			203,009	-	-	203,008			280,345		-	435,017	-	1,121,379
Prior Year Adjustments	69,295		69,295	-	-	-	-					-	-	-	69,295
In-Lieu-Of Property Taxes	1,389,759			-	-	364,171		364,171		364,171		-	-	297,246	1,389,759
Federal Revenues	773,483	-	402	-	-	-	370,931	114,932	61,297	61,297	114,932	61,297	61,297	(72,901)	773,483
Other State Revenues	1,310,694	60,908	56,710	79,606	79,500	50,594	153,046	153,046	153,046	153,046	153,046	153,046	25,000	40,099	1,310,694
Other Local Revenues	135,000	26,507	3,243	64,300	27,492	(4,324)	188,007							(170,225)	135,000
TTL CASH INFLOWS	7,624,348	240,954	283,190	623,286	383,363	686,812	1,191,362	908,520	490,714	1,135,230	544,349	454,306	761,277	(79,016)	7,624,348
EXPENDITURES															
All Certificated Salaries	3,181,609	29,256	297,700	263,747	288,916	426,322	291,804	291,804	291,804	291,804	291,804	241,804	191,804	(16,956)	3,181,609
All Classified Salaries	780,604	12,856	66,252	53,464	71,924	124,663	62,584	62,584	62,584	62,584	62,584	64,208	64,208	10,106	780,604
All Benefits	1,086,171	13,866	97,890	79,150	94,844	104,307	86,871	86,871	86,871	86,871	86,871	86,871	70,181	104,706	1,086,171
All Materials & Supplies	539,421	70,939	94,040	(16,187)	(7,359)	49,005	(655)	5,000	5,000	5,000	5,000	5,000	5,000	319,638	539,421
All Services and Operations	1,801,163	47,854	65,620	57,062	201,280	193,129	112,368	112,368	112,368	112,368	112,368	177,760	77,760	418,860	1,801,163
All Capital Outlay/Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
All Other Outgo	5,500		1,084	976	976	1,141	1,016							307	5,500
TTL CASH OUTFLOWS	7,394,468	174,771	622,586	438,212	650,581	898,567	553,988	558,627	558,627	558,627	558,627	575,643	408,953	836,661	7,394,468
NET REVENUES	229,879														229,879
Accounts Receivable (net change)				(77,698)	206,314	(242,165)									(113,549)
Accounts Payable (net change)															-
Fixed Asset Acquisitions															-
Other Cash Inflows/Outflows					(1,500,000)		(312,253)								(1,812,253)
NET INFLOWS/OUTFLOWS	-	-	(77,698)	(1,293,686)	(242,165)	(312,253)	-	-	-	-	-	-	-	-	(1,925,802)
ENDING CASH BALANCE		4,395,383	4,055,987	4,163,362	2,602,458	2,148,538	2,473,659	2,823,552	2,755,640	3,332,243	3,317,966	3,196,629	3,548,953		
Days Cash On Hand		217	200	206	128	106	122	139	136	164	164	158	175		



Q1 How satisfied are you with the curriculum rigor and support provided by Manzanita Public Charter School?

Answered: 141 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very Satisfied	63.83%	90
Satisfied	31.91%	45
Neutral	3.55%	5
Dissatisfied	0.71%	1
Very Dissatisfied	0.00%	0
TOTAL		141

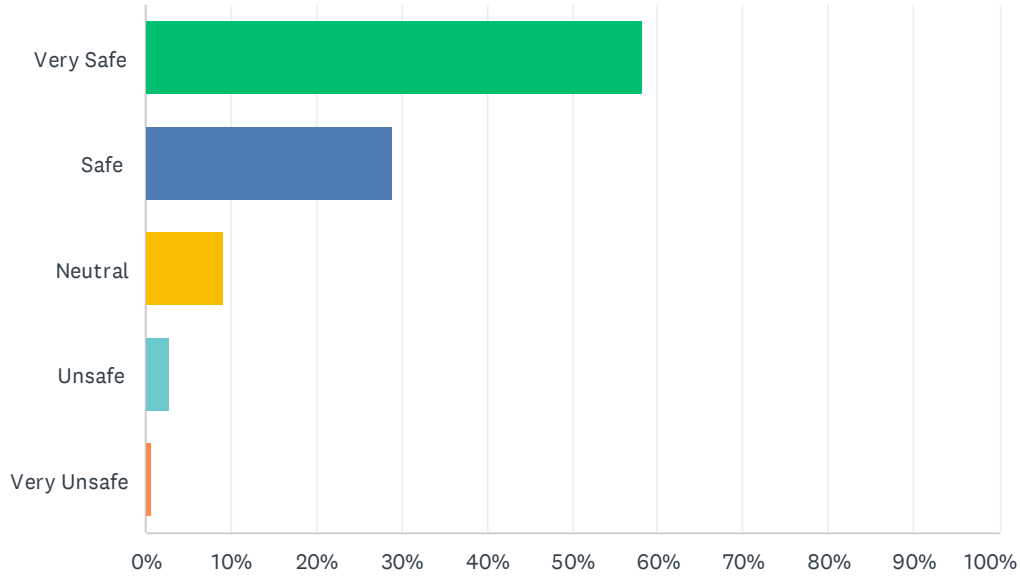
Q2 What improvements, if any, would you suggest for curriculum and academic support?

Answered: 52 Skipped: 90

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Q3 How would you rate the safety measures and environment at Manzanita Public Charter School?

Answered: 141 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very Safe	58.16%	82
Safe	29.08%	41
Neutral	9.22%	13
Unsafe	2.84%	4
Very Unsafe	0.71%	1
TOTAL		141

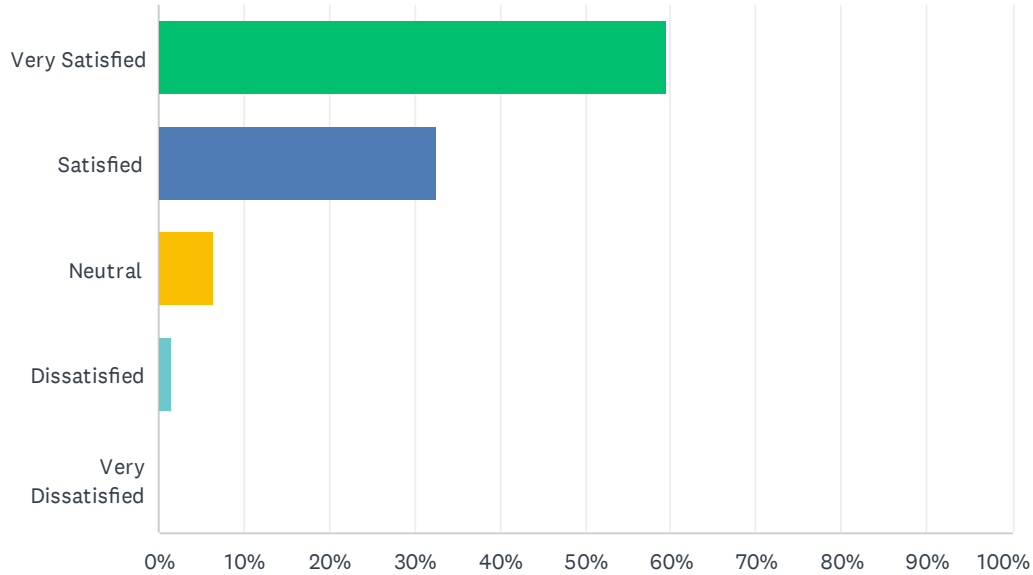
Q4 Do you have any specific concerns regarding school safety?

Answered: 68 Skipped: 74

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Q5 How satisfied are you with your child's progress and happiness at Manzanita Public Charter School?

Answered: 141 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very Satisfied	59.57%	84
Satisfied	32.62%	46
Neutral	6.38%	9
Dissatisfied	1.42%	2
Very Dissatisfied	0.00%	0
TOTAL		141

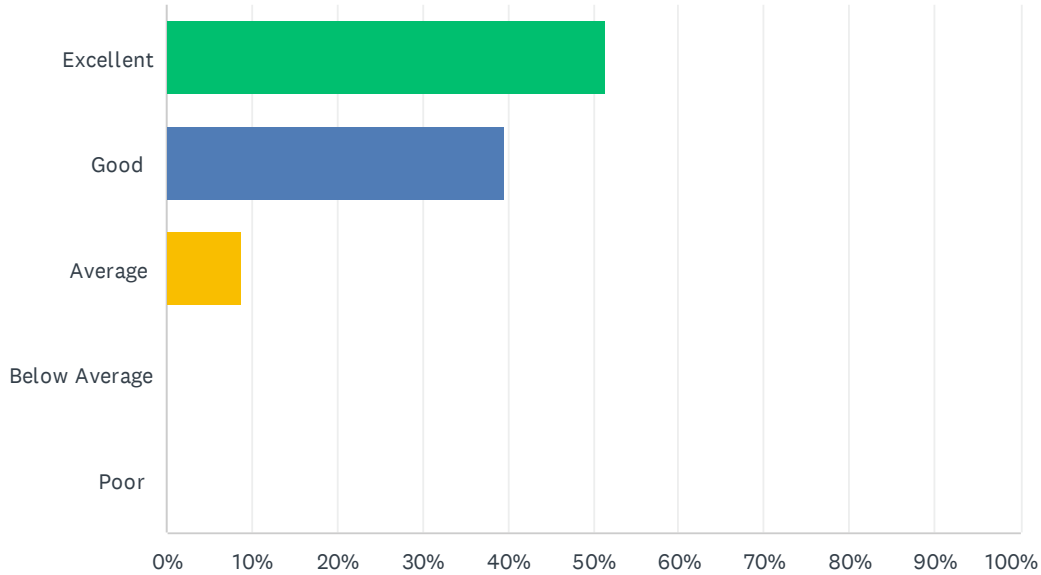
Q6 Can you provide examples of how the school has positively or negatively impacted your child's progress and happiness?

Answered: 75 Skipped: 67

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Q7 How would you rate the school's performance in state and local testing achievements?

Answered: 136 Skipped: 6



ANSWER CHOICES	RESPONSES	
Excellent	51.47%	70
Good	39.71%	54
Average	8.82%	12
Below Average	0.00%	0
Poor	0.00%	0
TOTAL		136

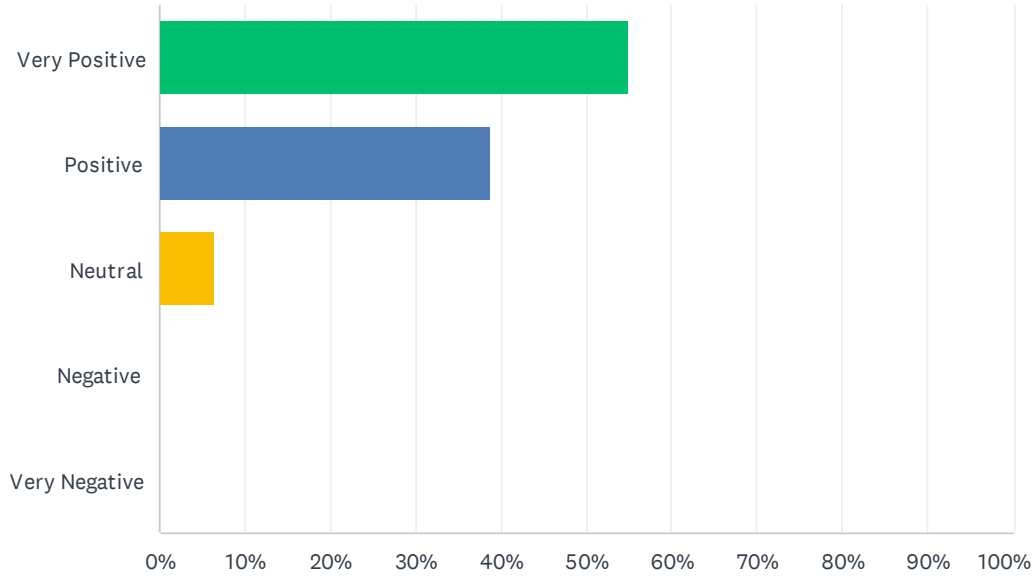
Q8 What suggestions do you have for improving state and local testing achievements?

Answered: 42 Skipped: 100

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Q9 How would you describe the overall school climate at Manzanita Public Charter School?

Answered: 142 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very Positive	54.93%	78
Positive	38.73%	55
Neutral	6.34%	9
Negative	0.00%	0
Very Negative	0.00%	0
TOTAL		142

Q10 What aspects of the school climate do you appreciate the most?

Answered: 60 Skipped: 82

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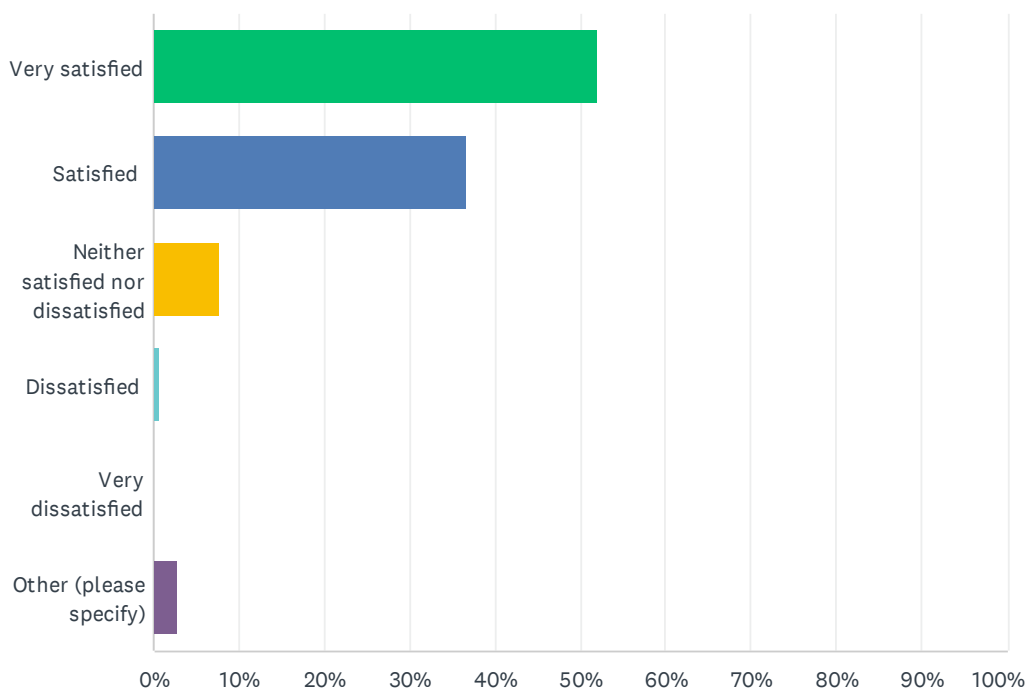
Q11 Manzanita will be 'breaking ground" on its facilities project during the 25-26 school year. Please share any concerns or questions you have regarding this project.

Answered: 57 Skipped: 85

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Q12 How satisfied are you with school leadership?

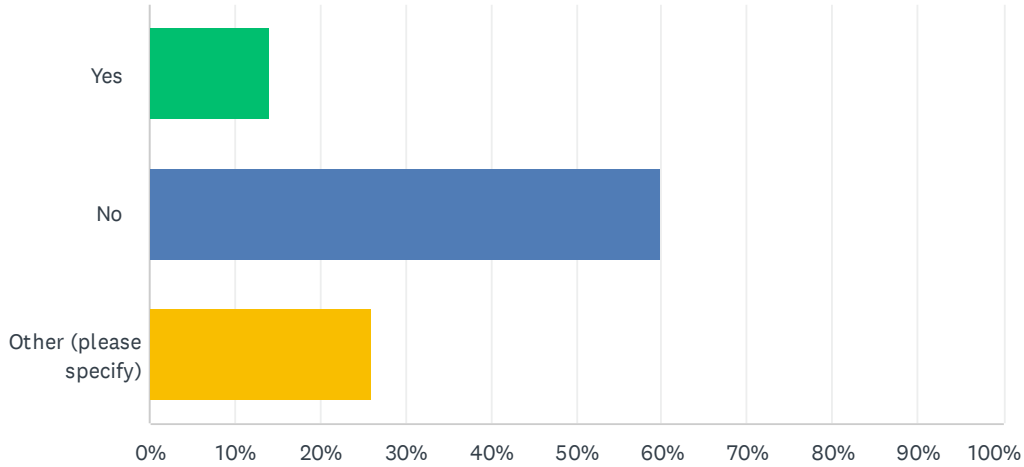
Answered: 142 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very satisfied	52.11%	74
Satisfied	36.62%	52
Neither satisfied nor dissatisfied	7.75%	11
Dissatisfied	0.70%	1
Very dissatisfied	0.00%	0
Other (please specify)	2.82%	4
TOTAL		142

Q13 Do you believe Manzanita's homework policy should be re-evaluated and structured? If so, please add your suggestion.

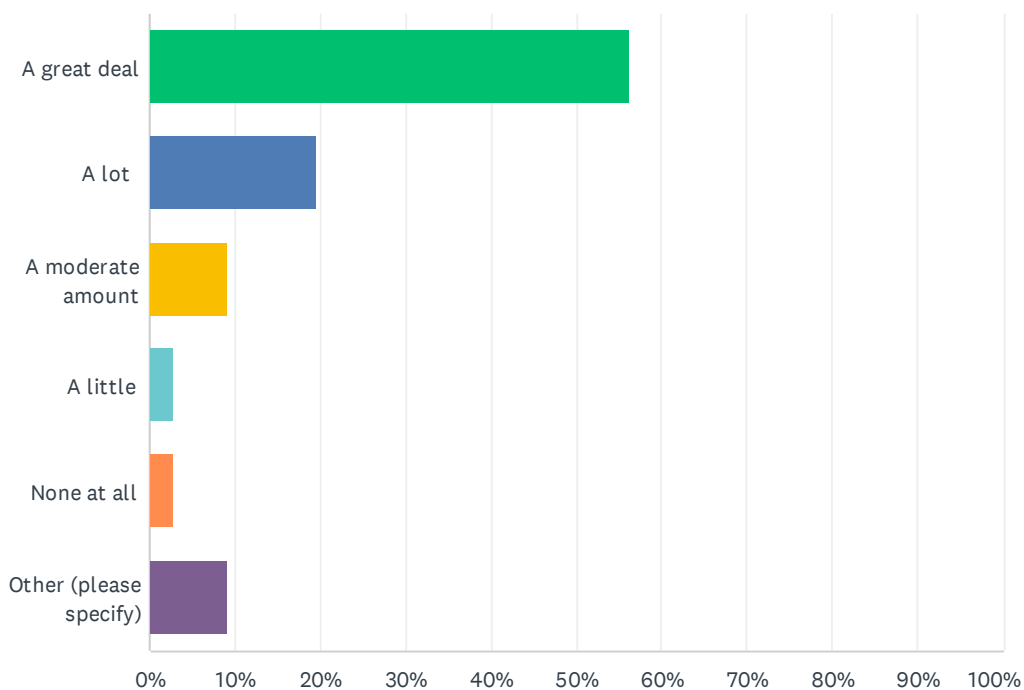
Answered: 135 Skipped: 7



ANSWER CHOICES	RESPONSES	
Yes	14.07%	19
No	60.00%	81
Other (please specify)	25.93%	35
TOTAL		135

Q14 Do you support Manzanita's current school uniform policies?

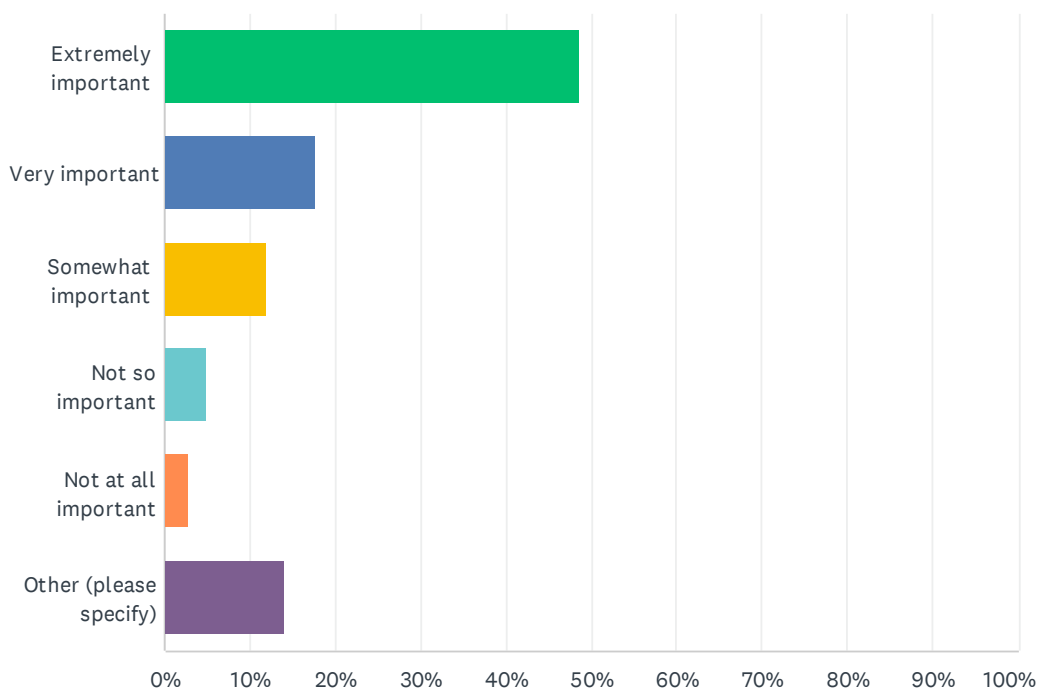
Answered: 142 Skipped: 0



ANSWER CHOICES	RESPONSES	
A great deal	56.34%	80
A lot	19.72%	28
A moderate amount	9.15%	13
A little	2.82%	4
None at all	2.82%	4
Other (please specify)	9.15%	13
TOTAL		142

Q15 Do you support a "no cell phone" campus-wide policy at Manzanita?

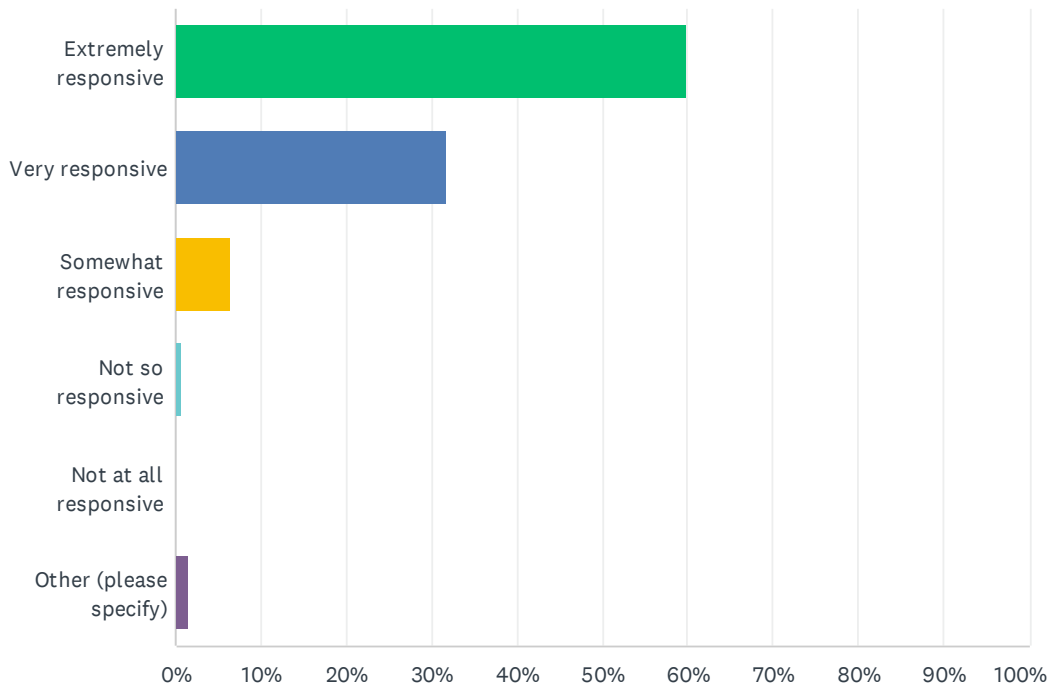
Answered: 142 Skipped: 0



ANSWER CHOICES	RESPONSES	
Extremely important	48.59%	69
Very important	17.61%	25
Somewhat important	11.97%	17
Not so important	4.93%	7
Not at all important	2.82%	4
Other (please specify)	14.08%	20
TOTAL		142

Q16 How would you rate school communication to families?

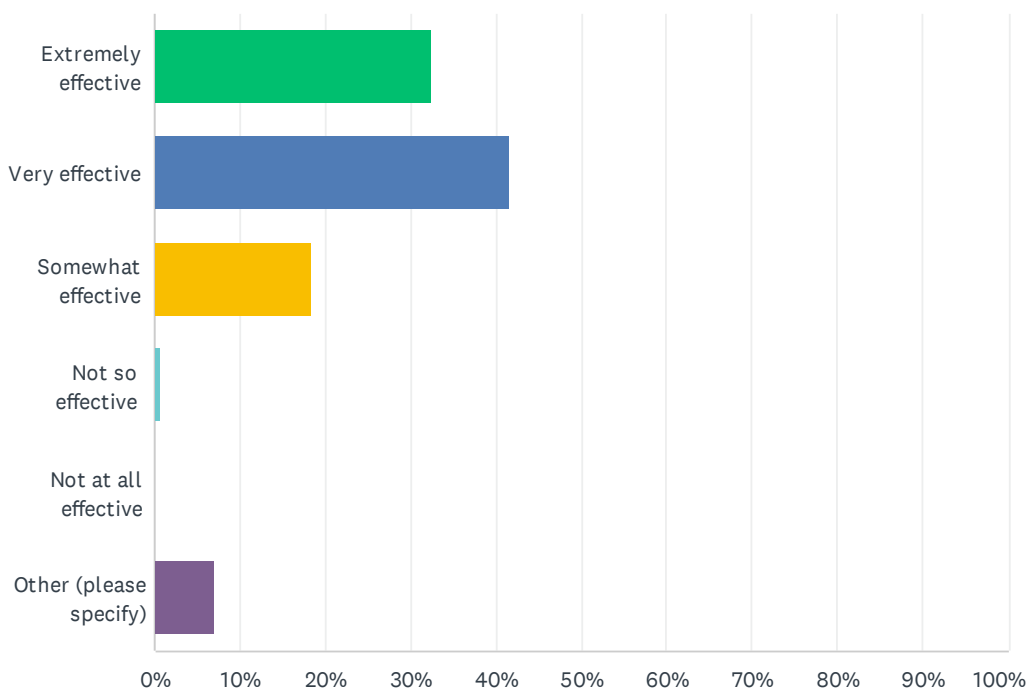
Answered: 142 Skipped: 0



ANSWER CHOICES	RESPONSES	
Extremely responsive	59.86%	85
Very responsive	31.69%	45
Somewhat responsive	6.34%	9
Not so responsive	0.70%	1
Not at all responsive	0.00%	0
Other (please specify)	1.41%	2
TOTAL		142

Q17 How would you rate school discipline/fairness approach at Manzanita?

Answered: 142 Skipped: 0



ANSWER CHOICES	RESPONSES	
Extremely effective	32.39%	46
Very effective	41.55%	59
Somewhat effective	18.31%	26
Not so effective	0.70%	1
Not at all effective	0.00%	0
Other (please specify)	7.04%	10
TOTAL		142

Q18 Do you have any additional comments or suggestions for Manzanita Public Charter School?

Answered: 41 Skipped: 101

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Proposal for Security Services



PROTAC
P R I V A T E S E C U R I T Y

Draft

February 3, 2025

**Manzanita Public Charter
School**

Services Requested

MPCS wants to improve security at its campus. Due to their campus being located on Vandenberg Space Force Base property, they are prohibited from using local law enforcement and VSFB does not have the resources to effectively provide the constant security MPCS desires.

MPCS requests a uniformed and armed security officer to provide a general security presence to deter crimes and acts of violence. The officer will also help promote safety by remaining visible, and alert, and assisting with drop-off and pick-up traffic rush and other special occasions.

The officer will not assist with any teaching, counseling, discipline, or other student matters.

Services Offered

Officer will arrive at the school in a marked patrol vehicle and in full uniform including patches, badges, and duty equipment, Officer will be issued a cell phone for direct contact with Staff. This phone will be used by any officer working at the site, so the number will always be the same. ProTac also has inventory of two-way radios and can set up the officer and appropriate staff with radios for immediate communication. Officer will have access to additional equipment inside the patrol vehicle such as less lethal weapons, traffic control equipment, binoculars, tactical and protective equipment, and more.

ProTac and MPCS will develop security action plans based on several different scenarios and situations the officer would be needed in and train on these plans with all officers.

Scheduling Information

The officer will be scheduled to be on campus Monday-Friday from 6:30am through 12:30pm
Officers assigned to MPCS will meet the following Employment Conditions

- Initial Hiring Livescan
- Annual Background Check
- Employment with ProTac greater than one year

Officers assigned to MPCS will meet the following Training Conditions

- 24 Hour School Security Officer Course
- Firearm Qualification twice annually
- Annual Baton and Impact Weapon Training
- Annual Chemical Agents and PepperBall Training

Pricing Information

On-Site Regular Hours \$42.00
Off-Site Hours \$35.00 (64 Hours maximum annually)
Standard week of 30 hours would be billed at \$1,260 per week

Thank you very much for allowing ProTac to offer a quote for Services. We truly feel we can help you achieve your goals of safety and security and give the students, staff, and family peace of mind.

 02/03/25

Benjamin D Parliament
Director of Operations
ProTac, INC.

Middle School Course Offerings for 2025-2026

Manzanita has worked with staff and families to determine and develop the following courses for the upcoming school year to the Governance Board for review and approval. The courses listed below are being presented by MPCS for consideration.

It is important to note that the courses will be offered for scholar registration, but only the courses receiving sufficient enrollment will be taught during the 2025-2026 school year. It is recommended that the Board approves the course offerings for the 2025-2026 school year.

New Courses:

College Prep ELA 6
College Prep ELA 7
College Prep ELA 8
World History Ancient Civilizations Grade 6
World History Medieval and Early Modern Times Grade 7
United States History Grade 8
Integrated Math A and B Grade 6
Integrated Math A and B Grade 7
Integrated Math A and B Grade 8
Algebra 1
Geometry
Earth and Science 6th grade
Life Science 7th grade
Physical Science 8th grade
Health Education Grades 6-8
Physical Education Grades 6-8
AVID
Novice Spanish
Intermediate Spanish
Advanced Spanish
Beginning Visual Arts
Intermediate Visual Arts
Advanced Visual Arts
Honor Choir
Beginning Theatre Arts
Intermediate Theatre Arts
Advanced Theatre Arts
STEM Engineering/Science, Grades 6-8
Family Consumer Science, Grades 6-8
Environmental Studies, Grades 6-8
Technology Exploration, Grades 6-8

(RESOURCE PERSON: Suzanne Nicastro)