



Manzanita Charter Middle School

461 33rd. Street, Richmond, CA 94804 ~ (510) 222-3500 ~ Fax (510) 222-3555
www.manzy.org

Board Meeting Agenda September 13, 2021

1. Call to Order

1.1 The meeting will be called to order at 6:43PM by Board Member Janet Martinez

2. General Information

2.1 Any disclosable public records related to an open session item on an agenda and distributed by Manzanita Charter Middle School less than 72 hours before the public hearing are available for public inspection at the school campus and will be made available at the Public Hearing. The Board of Manzanita Charter Middle School will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the school office at (510) 222-3500.

3. Opening Procedures

3.1 Roll Call of Board Members

Board Members Present: Janet Martinez and Sanjuana Villalobos
Others Present: Martin Coyne, Linda Delgado, Martin W. Coyne, Angie Canham
Board Members Absent: Blanca Gonzalez, Margarita Vaca, Shalon Thompson

3.2 Agenda Review and Adoption

- I. New agenda format discussed.
- II. Order of Agenda: approved, with no changes requested.

4. Closed Session

4.1 None for 9/13/2021

5. Recognitions

5.1 None for 9/13/2021

6. Consent Agenda

6.1 Items listed under Consent Agenda are considered routine and will be approved by a single motion. There will be no separate discussion of these items;

however, any item may be removed from the Consent Agenda upon the request of a member of the Board or Executive Director and acted upon separately.

6.2 Board will consider adoption of the Minutes from the following Board Meetings:

December 8, 2020

January 12, 2021

February 25, 2021

Prior meeting minutes could not be adopted due to a lack of a quorum. They will be brought forward at a future meeting when a quorum can be established.

7. Public Comment: none

- The public may address the Board regarding any item within the jurisdiction of Manzanita Charter Middle School.
- For items on the agenda, the public may comment at the time the Board considers the agenda item, these comments are limited to two minutes each.
- For items not on the agenda, the public may comment under Public Comment. These comments are limited to two minutes each.
- To comply with the Brown Act, the Board may listen to comments from the speakers, but can neither discuss nor take action on the issues presented. Members of the Board are very limited in their response to statements or questions by persons commenting on items not on the agenda. Board members or staff may: (1) ask clarifying questions, (2) make a brief announcement, (3) make a brief report on his or her own activities, (4) refer a matter to staff or other resources for information, (5) request that staff report back on a matter at a subsequent meeting, or (6) direct staff to place the matter on a future agenda (Gov. Code 54954.2)

8. Business/Fiscal/Action Items

8.1 Presentation of the 2020-2021 Unaudited Actuals

The following information was presented to the board by Martin Coyne with a vote to be held on a future date when a quorum can be established.

The State of California funded all schools based on the prior year Average Daily Attendance (ADA). This helped Manzanita financially because Manzanita had 119 students enrolled during 2019-2020 and 92 students enrolled during 2020-2021. Manzanita received approximately \$250,000 more than we would have received if the prior year's attendance was not used for apportionment purposes. Manzanita received \$2,249, 205 in revenue.

The largest revenue was from

1. Local Control Funding Formula (LCFF) \$1, 119,196
2. COVID – 19 Funds 696,272

Total Expenditures was \$1,606,143

The largest expenses were for

1. Salaries & Benefits \$814,295
2. Lease 108,000

Manzanita had a profit of \$636,721 for the year. Manzanita normally has a profit or loss of between \$50,00 and \$75,00 each year. This year, Manzanita received \$696,272 in COVID – 19 funds. If Manzanita had not received these funds and were funded on 2020-2021 ADA, Manzanita would have a loss of approximately \$310,000.

Manzanita has \$404,501 in the bank and are owed \$823,963 as of June 30, 2021.

Manzanita has sufficient funds to operate for the entire 2021-2022 school year.

Manzanita will need to increase enrollment significantly for the 2022-2023 school year.

9. Executive Director’s Update

9.1 Linda Delgado briefed the Board on the project the school is undertaking (Manzanita’s “Big Project”).

- I. All grade levels are involved.
- II. Sets students up to ask questions and solve problems, honing their skills by taking on an authentic problem that needs to be solved.
 - a. The problem they are working on is how to fix up the historic building that houses our school
 - i. Studying the area
 - ii. Reaching out to people who know the area and building well
 - iii. Working on projects that will come together over the course of the year
 - b. Kumar is making videos of the projects they are doing and training them on documentary methods so they can create a film for the parents to watch

10. Board Member Updates none

11. Board Meeting Calendar

11.1 Full Listing of Board Meetings available on Page 4 of this document

12. Adjournment

12.1 Board Meeting adjourned at 6:57 PM



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Schedule of Board Meetings 2021 – 2022

September 13, 2021

September 15, 2021 (Special Board Meeting to approve unaudited actuals)

October 26, 2021

November 2, 2021

December 7, 2021

January 4, 2022

February 1, 2022

March 8, 2022

April 12, 2022

May 3, 2022

June 14, 2022

June 21, 2022