



Manzanita Charter School

1615 Carlson Boulevard, Richmond, CA 94804 • (510) 524-5500 • www.manzy.org

March 5, 2010

Manzanita Family Members
Delivered via Manzy Pack

Re: IMPORTANT ITEM FOR VOTE AT MARCH 9, 2010 MANZANITA MEMBERSHIP MEETING

Dear Manzanita Members:

As a public charter school, our charter must be reviewed and approved by the West Contra Costa Unified School District every five years in order for Manzanita Charter Middle School to continue operations. We have announced at previous membership meetings that our current Charter will expire on June 30, 2010. We currently have a committee working diligently to update the charter documents to accurately reflect the mission, goals, and current operating procedures of our school. We are confident that this charter renewal process will result in our school continuing operations and providing a quality education to our students for the next five years.

Manzanita is organized as a California Nonprofit Public Benefit Corporation with tax-exempt status granted under Internal Revenue Code Section 501 (c) 3. As such a corporation, Manzanita is governed according to our Bylaws. Our current Bylaws were adopted on July 18, 2000 and have not been amended since that date. Our current Bylaws were written by the founding board, and approved by the original 25 member families. A lot has changed since then to affect the operations of the school. Manzanita has grown from 25 students in the year 2000, to our current student population of 150. Although the school's purpose hasn't changed, our current Bylaws indicate committees and policies that no longer exist, and methods of conducting business that may have worked well when the school had 25 students, but do not reflect the day-to-day operating procedures and efficiencies required for of a school with 150 students.

It is imperative that our Bylaws be consistent with our charter, especially since both documents will be reviewed by the school district, and will factor into their decision on whether to renew our charter. Attached hereto is a copy of our proposed new Bylaws for members to review. These Bylaws can only be adopted by a vote of the Manzanita Membership. The vote will be held at the next Membership meeting on March 9, 2010, by a show of hands.

Please take the time to carefully review the attached document. Our current Bylaws are available for inspection and comparison on the Manzanita website: www.manzy.org. We welcome your feedback, and request that comments and questions be directed to Linda Lozito at lozito@sbcglobal.net or (510) 375-3607. Spanish speakers may contact Patty Rivas at patty94805@yahoo.com or work: (510) 346-1057. to answer questions and provide clarification. In order to remain respectful of the time of our other members, and allow us sufficient time to cover all of the items on the March 9th agenda, we are requesting that you contact us prior to the meeting with any queries you may have regarding the proposed revised Bylaws. The Membership meeting will be much more efficient, and should be finished at a reasonable time if your questions have been answered in advance.

Thank you for helping to make Manzanita Middle School a great place for our students.

Sincerely,
The Manzanita Executive Committee
Linda Ruiz-Lozito, Board Chair
Jill Perry, Fiscal Manager
Patty Rivas, Board Secretary

Attachment: Proposed Bylaws dated March 9, 2010



Manzanita

Charter Middle School

1615 Carlson Boulevard, Richmond, CA 94804 • (510) 524-5500 • www.manzy.org

Miembros de la familia Manzanita
Enviado vía Manzy Pack

March 5, 2010

**Re: ASUNTO IMPORTANTE PARA VOTACION DURANTE LA REUNION
DE MIEMBROS EL DIA 09 DE MARZO DEL 2010**

Queridos Miembros de Manzanita:

Como una escuela pública, nuestra Charter debe ser revisada y aprobada cada cinco años por el Distrito Escolar Unificado De West Contra Costa de manera tal que Manzanita Charter School continúe con sus operaciones. Ya hemos anunciado previamente durante las reuniones de miembros de Manzanita que nuestro actual Charter expirara el 30 de Junio del 2010. Actualmente tenemos un comité trabajando diligentemente para actualizar nuestros documentos Charter de manera que reflejen adecuadamente nuestra misión, metas y actuales procedimientos operativos de nuestra escuela. Nosotros confiamos en que este proceso de renovación Charter dará como resultado que la escuela seguirá operando y proveerá una educación de calidad a nuestros estudiantes en los próximos cinco años.

Manzanita está organizada como una Corporación Benéfica Sin Fines de Lucro con un estatus exento de impuestos concedido bajo el (Internal Revenue Code Section) código de recaudación de impuestos sección 501 (c) 3. Como una corporación Manzanita es gobernada de acuerdo a nuestros propios reglamentos o estatutos. Nuestros reglamentos o estatutos actuales fueron adoptados el 18 de Julio del año 2000 y no han sido modificados o actualizados desde esa fecha. Estos reglamentos fueron escritos en ese tiempo por la mesa directiva fundadora y fueron aprobados por las originalmente 25 familias que eran miembros. Eso ha cambiado tanto desde entonces que afecta las operaciones de la escuela. Manzanita ha crecido de 25 estudiantes en el año 2000 a nuestra población actual de 150 estudiantes. Aunque el propósito de la escuela no ha cambiado, nuestro reglamento actual indica comités y políticas de reglamentos que ya no existen y métodos para conducir las operaciones de la escuela que pudieron haber trabajado bien cuando la escuela tuvo 25 estudiantes, pero que no refleja los procedimientos de las operaciones diarias y la eficacia requerida diariamente para una escuela con 150 estudiantes.

Es imperativo que nuestros reglamentos o estatutos sean consistentes con nuestro carácter especialmente ahora ya que ambos documentos serán revisados por el distrito escolar, y esto será un factor determinante para la renovación de nuestro Charter.

Por favor tome su tiempo para revisar cuidadosamente el documento que hemos endorsado. Nuestras reglas o estatutos están disponibles para su comparación y revisión en la pagina web de Manzanita www.manzy.org. Agradecemos su opinión al respecto y le solicitamos que cualquier pregunta o comentarios sean enviados directamente a Linda Lozito a su página web lozito@sbcglobal.net o al número de teléfono (510) 375-3607. Si usted habla español puede contactar a Patty Rivas al sitio web patty94805@yahoo.com o al número de teléfono en su trabajo (510) 346-1057 para clarificar y responder a sus preguntas. De manera tal que podamos ser respetuosos con el tiempo de nuestros otros Miembros, y tengamos suficiente tiempo para cubrir otros temas de la agenda le pedimos que nos contacte ANTES DE LA REUNION si tiene alguna duda respecto a la propuesta de enmiendas (cambios) a los reglamentos o estatutos.

Si sus preguntas han sido contestadas antes de la reunión de miembros esta será mucho más eficiente y terminara en un tiempo razonable.

Gracias por ayudar a hacer de Manzanita Middle School un gran lugar para nuestros estudiantes.

Sinceramente,
The Manzanita Executive Committee
Linda Ruiz-Lozito, Board Chair
Jill Perry, Fiscal Manager
Patty Rivas, Board Secretary

Adjunto: Propuestas de enmiendas al reglamento/estatuto con fecha del 09 de Marzo del año 2010

D R A F T
Manzanita Charter Middle School
Bylaws

TABLE OF CONTENTS

ARTICLE 1 OFFICES

- SECTION 1. PRINCIPAL OFFICE
- SECTION 2. CHANGE OF ADDRESS
- SECTION 3. OTHER OFFICES

ARTICLE 2 PURPOSES

- SECTION 1. OBJECTIVES AND PURPOSES

ARTICLE 3 MEMBERS

- SECTION 1. QUALIFICATIONS OF MEMBERS
- SECTION 2. ADMISSION OF MEMBERS
- SECTION 3 POWERS
- SECTION 4. DUTIES
- SECTION 5. MEMBERSHIP RECORDS
- SECTION 6. NONLIABILITY OF MEMBERS
- SECTION 7. NONTRANSFERABILITY OF MEMBERSHIPS
- SECTION 8. TERMINATION OF MEMBERSHIP
- SECTION 9. RIGHTS ON TERMINATION OF MEMBERSHIP
- SECTION 10. AMENDMENTS RESULTING IN THE TERMINATION OF MEMBERSHIPS

ARTICLE 4 MEETINGS OF MEMBERS

- SECTION 1. PLACE OF MEETINGS
- SECTION 2. REGULAR AND ANNUAL MEETINGS
- SECTION 3. SPECIAL MEETINGS OF MEMBERS
- SECTION 4. NOTICE OF MEETINGS
- SECTION 5. QUORUM FOR MEETINGS
- SECTION 6. MAJORITY ACTION AS MEMBERSHIP ACTION
- SECTION 7. VOTING RIGHTS
- SECTION 8. PROXY VOTING
- SECTION 9. CONDUCT OF MEETINGS
- SECTION 10. NOMINATION AND ELECTION PROCEDURES

ARTICLE 5 DIRECTORS

- SECTION 1. NUMBER
- SECTION 2. POWERS
- SECTION 3. DUTIES
- SECTION 4. TERMS OF OFFICE
- SECTION 5. COMPENSATION
- SECTION 6. RESTRICTION REGARDING INTERESTED DIRECTORS
- SECTION 7. VACANCIES
- SECTION 8. NON-LIABILITY OF DIRECTORS
- SECTION 9. INDEMNIFICATION BY CORPORATION OF DIRECTORS, OFFICERS, EMPLOYEES AND OTHER AGENTS

ARTICLE 6 MEETINGS OF DIRECTORS

- SECTION 1. PLACE OF MEETINGS
- SECTION 2. REGULAR AND ANNUAL MEETINGS
- SECTION 3. SPECIAL MEETINGS

SECTION 4. NOTICE OF MEETINGS
SECTION 5. WAIVER OF NOTICE AND CONSENT TO HOLDING MEETINGS
SECTION 6. QUORUM FOR MEETINGS
SECTION 7. MAJORITY ACTION AS BOARD ACTION
SECTION 8. CONDUCT OF MEETINGS

ARTICLE 7 OFFICERS

SECTION 1. NUMBER OF OFFICERS
SECTION 2. QUALIFICATION, ELECTION, AND TERM OF OFFICE
SECTION 3. DUTIES OF BOARD CHAIR
SECTION 4. DUTIES OF SECRETARY
SECTION 5. DUTIES OF FISCAL MANAGER

ARTICLE 8 COMMITTEES

ARTICLE 9 TEACHERS AND CURRICULUM

SECTION 1. DUTIES OF TEACHERS
SECTION 2. CURRICULUM

ARTICLE 10 BOARD OPERATIONS POLICY, STUDENT/FAMILY HANDBOOK, PARENT CONTRACT, EMPLOYMENT CONTRACT, BULLETIN BOARD, AND ANNUAL CALENDAR

SECTION 1. BOARD OPERATIONS POLICY
SECTION 2. STUDENT/FAMILY HANDBOOK
SECTION 3. PARENT CONTRACT
SECTION 4. EMPLOYMENT CONTRACT
SECTION 5. SCHOOL BULLETIN BOARD
SECTION 6. ANNUAL CALENDAR

ARTICLE 11 EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS

SECTION 1. EXECUTION OF INSTRUMENTS
SECTION 2. CHECKS AND NOTES
SECTION 3. DEPOSITS
SECTION 4. GIFTS

ARTICLE 12 CORPORATE RECORDS AND REPORTS

SECTION 1. MAINTENANCE OF CORPORATE RECORDS
SECTION 2. DIRECTORS INSPECTION RIGHTS
SECTION 3. MEMBERS INSPECTION RIGHTS
SECTION 4. LIMITATIONS ON INSPECTION RIGHTS
SECTION 5. RIGHT TO COPY AND MAKE EXTRACTS
SECTION 6. ANNUAL REPORT
SECTION 7. ANNUAL STATEMENT OF SPECIFIC TRANSACTIONS TO MEMBERS

ARTICLE 13 FISCAL YEAR

SECTION 1. FISCAL YEAR OF THE CORPORATION

ARTICLE 14 PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS

SECTION 1. PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS

ARTICLE 15 REVIEW AND AMENDMENT OF BYLAWS

SECTION 1. REVIEW
SECTION 2. AMENDMENT
CERTIFICATION

ARTICLE 1 OFFICES

SECTION 1. PRINCIPAL OFFICE

The principal office of the corporation for the transaction of its business is located at: 1615 Carlson Boulevard, Richmond, 94804, California in Contra Costa County,

SECTION 2. CHANGE OF ADDRESS

The county of the corporation's principal office can be changed only by amendment of these Bylaws and not otherwise. The Board of Directors may, however, change the principal office from one location to another within the named county by noting the changed address and effective date below, and such changes of address shall not be deemed an amendment of these Bylaws:

_____ Dated: _____

_____ Dated: _____

SECTION 3. OTHER OFFICES

The corporation may also have offices at such other places, within or without the State of California, where it is qualified to do business, as its business may require and as the board of directors may, from time to time, designate.

ARTICLE 2 PURPOSES

SECTION 1. OBJECTIVES AND PURPOSES

Our Mission

Through active family involvement in self-governed public education, Manzanita Charter School (a cooperative charter), seeks to create a safe, nurturing, and diverse educational community for our children.

Our vision is to prepare students academically and socially to be well-rounded individuals who contribute positively to themselves, their families, the community, and our world.

The primary objectives and purposes of this corporation shall be the founding and operation of a California public charter school, initially serving grades six, seven, and eight. This charter school, Manzanita Charter Middle School, A Cooperative Charter School ("Manzanita Charter Middle School"), will be organized as a parent cooperative, developmentally-based school, with an emphasis on an integrated, theme-based academic and creative curriculum and a committed level of parental involvement. Manzanita School will have an open enrollment policy with the goal of balancing a low student-teacher ratio with recruitment of a student body representative of the diverse racial, ethnic, and socio-economic demographics of the greater San Francisco Bay Area. Consistent with this goal, Manzanita School will (i) admit students of all races, ethnicities, national origins, gender, and abilities to all the rights, privileges, programs, and activities it makes available to its students generally, and will not discriminate on the basis of any of the foregoing factors in the administration of educational policies, admissions, scholarship or loan programs, and athletic or other school-administered programs, and (ii) through recruitment and admissions practices, actively encourage and provide for such diversity in its student body.

ARTICLE 3 MEMBERS

SECTION 1. QUALIFICATIONS OF MEMBERS

Each family with a child or children properly enrolled in Manzanita School shall have one membership in the corporation. A student is properly enrolled when there is a Parent Contract duly executed for the current academic year. The membership shall be held by the custodial parent(s) or guardian(s) of the child or children so enrolled who have signed the Parent Contract. In the case where there are two custodial parents or guardians who have signed the Parent Contract, the membership shall be held and exercised jointly by the custodial parents or guardians. Such membership shall continue from year to year during the time the family's child is properly enrolled in the school. If the student leaves Manzanita School and enrolls at another school their membership shall be terminated. Any persons may be elected by the members of the school to serve as Officers or Directors of the school, regardless of that person's membership status.

SECTION 2. ADMISSION OF MEMBERS

Members are admitted to the corporation upon the admission of their child or children into the school and execution of a Parent Contract for the term of the contract.

SECTION 3. POWERS

The powers of the membership shall include:

- (a) Election and/or removal of Officers and Directors;
- (b) Through participation on an official school personnel committee shall make recommendations to the Board regarding hiring of teachers, specialty teachers, and administrative staff.
- (c) Approval of revisions in the Bylaws of the corporations; and
- (d) Approval of revisions in the Articles of Incorporation.

SECTION 4. DUTIES

All members shall perform such duties and obligations as stated in the Parent Contract.

SECTION 5. MEMBERSHIP RECORDS

The corporation shall keep membership records containing the name and address of each member. Termination of the membership of any member shall be recorded, together with the date of termination of such membership. Such records shall be kept at the Corporation's principal office and shall be available for inspection by any director or member of the corporation.

The record of names and addresses of the members of this corporation shall constitute the membership roster of this corporation and shall not be used, in whole or part, by any person for any purpose not reasonably related to a member's interest as a member.

SECTION 6. NONLIABILITY OF MEMBERS

A member of this corporation is not, as such, personally liable for the debts, liabilities, or obligations of the corporation.

SECTION 7. NONTRANSFERABILITY OF MEMBERSHIPS

No member may transfer a membership or any right arising there from. All rights of membership cease upon the member's death.

SECTION 8. TERMINATION OF MEMBERSHIP

Membership shall normally terminate on the date that is the expiration of the Parent Contract. .

Membership may also be terminated through the following process:

- (a) A teacher or Board member may bring issues of termination to the Board of Directors.

(b) A membership shall be terminated (1) upon a determination by the Board in conformance with the terms of the Parent Contract; or (2) upon a determination by the Board that the member has engaged in conduct materially and seriously prejudicial to the interests or purposes of the corporation.

(c) A member who is to be expelled per subparagraph (b) of this section, shall have the right to be notified in writing within five (5) days of the expulsion, the reasons for such action, and the right to appeal the decision and to be heard, either orally or in writing, at a hearing to be held by the Board. The member shall have fifteen (15) days from the date of the notice to appeal. The Board shall hold a hearing within fifteen (15) days of the date of the appeal. The Board may, at its discretion, suspend any or all rights of membership until the final Board decision on termination is made.

(d) Following the hearing, the Board of Directors shall decide whether or not the member should in fact be expelled or sanctioned in some other way. The decision of the Board shall be final and cannot be appealed to the membership or otherwise.

SECTION 9. RIGHTS ON TERMINATION OF MEMBERSHIP

All rights of a member in the corporation shall cease on termination of membership as herein provided.

SECTION 10. AMENDMENTS RESULTING IN THE TERMINATION OF MEMBERSHIPS

Notwithstanding any other provision of these Bylaws, if any amendment of the Articles of Incorporation or of the Bylaws of this corporation would result in the termination of all memberships, then such amendment or amendments shall be effected only in accordance with the provisions of Section 5342 of the California Nonprofit Public Benefit Corporation Law.

ARTICLE 4 MEETINGS OF MEMBERS

SECTION 1. PLACE OF MEETINGS

Meetings of members shall be held at the principal office of the corporation or at such other place or places as may be designated from time to time by resolution of the Board of Directors.

SECTION 2. REGULAR AND ANNUAL MEETINGS

The members shall hold a regular meeting each month September through June on the first Tuesday at 7 p.m. or such other date and time each month as stated in the school calendar. The May meeting also shall be the annual meeting for the purpose of electing directors.

SECTION 3. SPECIAL MEETINGS OF MEMBERS

Special meetings of the members shall be called by the Board Chair of the corporation or the Board of Directors. In addition, special meetings of the members for any lawful purpose may be called by twenty percent (20%) or more of the members.

SECTION 4. NOTICE OF MEETINGS

(a) Regular Meetings: Regular meetings of the members shall be included in the annual calendar. In addition, notice of the meeting in the form of an agenda shall be posted three days prior to the meeting on the school bulletin board.

(b) Special Meetings. Notice of special meetings of members shall be made three days prior to the meeting during the regular school term by posting the agenda on the school bulletin board.

(c) Special Notice Rules for Approving Certain Proposals. If action is proposed to be taken with respect to the following proposals, such action shall be invalid unless notice in the form of a description of the proposal is posted on the school bulletin board at least 3 days prior to consideration of the proposal and/or sent home in the Manzy Pack:

- (1) Filling of vacancies on the Board by members;
- (2) Amending the Articles of Incorporation;
- (3) Amending the Bylaws; and
- (4) An election to voluntarily wind up and dissolve the corporation.

SECTION 5. QUORUM FOR MEETINGS

A quorum shall consist of fifty percent of the voting members of the corporation. The members present at a duly called and held meeting at which a quorum is initially present may continue to do business notwithstanding the loss of a quorum at the meeting due to a withdrawal of members from the meeting provided that any action taken after the loss of a quorum must be approved by at least a majority of the members required to constitute a quorum.

SECTION 6. MAJORITY ACTION AS MEMBERSHIP ACTION

Every act or decision done or made by a majority of voting members present in person at a duly held meeting at which a quorum is present is the act of the members, unless the law, the Articles of Incorporation of this corporation, or these Bylaws require a greater number.

SECTION 7. VOTING RIGHTS

Each membership is entitled to one vote on each matter submitted to a vote of the members regardless of the number of children in the school. Voting at duly held meetings shall be by voice vote, unless decided by the membership otherwise. Election of Directors, however, shall be by ballot.

SECTION 8. PROXY VOTING

Members entitled to vote shall not be permitted to vote or act by proxy.

SECTION 9. CONDUCT OF MEETINGS

Meetings of members shall be presided over by the Board Chair of the corporation or, in his or her absence by the Fiscal manager of the corporation or, in the absence of all of these persons, by a Chairperson chosen by either the Board Chair or a majority of the voting members present. The Secretary of the corporation shall act as Secretary of all meetings of members, provided that, in his or her absence, the presiding officer shall appoint another person to act as Secretary of the meeting.

Meetings shall be governed by Robert's Rule of Order, as such rules may be revised from time to time, insofar as such rules are not inconsistent with or in conflict with these Bylaws, with the Articles of Incorporation of this corporation, or with any provision of law.

SECTION 10. NOMINATION AND ELECTION PROCEDURES

(a) At the membership meeting in April of each year, nominations shall be opened for each Board position, including Board Chair, Fiscal Manager and Secretary. Nominations shall be taken at the meeting and then remain open for one week after the membership meeting by the posting of a list of Board positions on the school bulletin board and the submittal of nominations to the Secretary.

(b) After the one week nomination period, the Secretary shall verify the willingness of each nominee to serve if elected and shall obtain from each nominee information regarding the period of time as member of the school, offices and duties previously performed in the corporation, and any other information relevant to serving as a Director. The Secretary shall, with the approval of the Board of Directors, prepare a form for obtaining the information.

(c) At least one week prior to the annual membership meeting at which election of Directors will take place, the Secretary shall distribute to each member a copy of the information regarding nominees for Directors.

(d) Additional nominations may be taken at the annual membership meeting in May prior to voting for Directors. If any additional nominations are received, the nominee shall make a brief statement to provide the membership the information referred to in (b) of this Section 10.

ARTICLE 5 DIRECTORS

SECTION 1. NUMBER OF DIRECTORS

The corporation shall have at least five, but not to exceed fourteen directors, consisting of three officers (as detailed in Article 7), and collectively they shall be known as the Manzanita Board of Directors. The individual board positions, and responsibilities of the directors, consistent with these Bylaws and the Manzanita Board Operations Policy, shall be established at the April membership meeting prior to the opening of nominations. The number of Directors stated in the first sentence of this paragraph may be changed by amendment of these Bylaws, or by repeal of these Bylaws and adoption of new Bylaws, as provided in these Bylaws.

SECTION 2. POWERS

Subject to the provisions of the California Nonprofit Public Benefit Corporation law and any limitations in the Articles of Incorporation and Bylaws relating to action required or permitted to be taken or approved by the members of this corporation, the activities and affairs of this corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board of Directors. Specifically, the powers of the Board shall include:

- (a) Hiring of employees and approval of hiring of employees hired on an emergency basis. Employees hired on an emergency basis must have the approval of the Board Chair, Secretary, and Fiscal Manager, and may be retained for only 60 days without Board approval.
- (b) Removal of a Director for conduct materially and seriously prejudicial to the interests or purposes of the corporation. Board members can be removed from the Board that are detrimental to the board and school, examples: Board members that fail to perform their duties, fail to attend Board meetings, do not have the mission of the school as a priority in their capacity on the Board of Directors.
- (c) Meet in closed session, at its discretion in order to receive, investigate, debate, interview, and screen issues to which a potential liability is attached. Such issues may include, but not be limited to: personnel matters and confidential information regarding community members. Decisions taken as the result of such a meeting shall be made known in an open session, with minutes taken as specified elsewhere in these Bylaws.

SECTION 4. INSURANCE FOR CORPORATE AGENTS

(d) The Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the corporation (including a director, officer, employee or other agent of the corporation) against any liability other than for violating provisions of law relating to self-dealing (Section 5233 of the California Nonprofit Public Benefit Corporation Law) asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the corporation would have the power to indemnify the agent against such liability under the provisions of Section 5238 of the California Nonprofit Public Benefit Corporation Law.

SECTION 3. DUTIES

It shall be the duty of the directors to:

- (a) Perform any and all duties imposed on them collectively or individually by law, by the Articles of Incorporation of this corporation, the Board Operations Policy or by these Bylaws;
- (b) Appoint and remove, employ and discharge, and, except as otherwise provided in these Bylaws, prescribe the duties and fix the compensation, if any, of all officers, agents and employees of the corporation;
- (c) Supervise all officers, agents and employees of the corporation to assure that their duties are performed properly; and
- (d) Meet at such times and places as required by these Bylaws

SECTION 4. TERMS OF OFFICE

Each director shall hold office from July 1 after the annual meeting at which elected until June 30 following the next annual meeting for election of the Board of Directors as specified in these Bylaws. Newly elected board members shall attend the May and June Board of Director meetings, without the ability to vote, in order to assure an appropriate transition of directors.

SECTION 5. COMPENSATION

Directors shall serve without compensation. They shall be allowed reasonable advancement or reimbursement of expenses incurred in the performance of their regular duties as specified in Section 3 of this Article. Directors may not be compensated for rendering services to the corporation in any capacity other than director unless such other compensation is reasonable and is allowable under the provisions of Section 6 of this Article.

SECTION 6. RESTRICTION REGARDING INTERESTED DIRECTORS

Notwithstanding any other provision of these Bylaws, not more than forty-nine percent (49%) of the persons serving on the Board may be interested persons. For purposes of this Section, “interested persons” means either:

- (a) Any person currently being compensated by the corporation for services rendered it within the previous twelve (12) months, whether as a full- or part-time officer or other employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director, and further excluding any credit for participation; or
- (b) Any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of any such person.

SECTION 7. VACANCIES

Vacancies on the Board of Directors shall exist (1) on the death, resignation or removal of any director, and (2) whenever the number of authorized directors is increased.

The Board of Directors may declare vacant the office of a director who has been declared of unsound mind by a final order of court, or convicted of a felony, or been found by a final order or judgment of any court to have breached any duty under Section 5230 and following of the California Nonprofit Public Benefit Corporation Law.

Directors may be removed without cause by a majority vote of the Board of Directors. Any director may resign effective upon giving written notice to the Board Chair, the Secretary, or the Board of Directors, unless the notice specifies a later time for the effectiveness of such resignation. No director may resign if the corporation would then be left without a duly elected director or directors in charge of its affairs, except upon notice to the Attorney General. Vacancies on the Board may only be filled by a vote of the members.

A person elected to fill a vacancy as provided by this Section shall hold office until June 30 following the next annual election of the Board of Directors or until his or her death, resignation or removal from office.

SECTION 8. NON-LIABILITY OF DIRECTORS

The directors shall not be personally liable for the debts, liabilities, or other obligations of the corporation.

SECTION 9. INDEMNIFICATION BY CORPORATION OF DIRECTORS, OFFICERS, EMPLOYEES AND OTHER AGENTS

To the extent that a person who is, or was, a director, officer, employee or other agent of this corporation has been successful on the merits in defense of any civil, criminal, administrative or investigative proceeding brought to procure a judgment against such person by reason of the fact that he or she is, or was, an agent of the corporation, or has been successful in defense of any claim, issue or matter, therein, such person shall be indemnified against expenses actually and reasonably incurred by the person in connection with such proceeding.

If such person either settles any such claim or sustains a judgment against him or her, then indemnification against expenses, judgments, fines, settlements and other amounts reasonably incurred in connection with such proceedings shall be provided by this corporation but only to the extent allowed by, and in accordance with the requirements of, Section 5238 of the California Nonprofit Public Benefit Corporation Law.

ARTICLE 6 MEETINGS OF DIRECTORS

SECTION 1. PLACE OF MEETINGS

Meetings shall be held at the principal office of the corporation unless otherwise specified by the Board.

SECTION 2. REGULAR AND ANNUAL MEETINGS

Regular meetings of Directors shall be held on the third Tuesday of each month at 7:00 p.m., or at the date and time stated in the annual calendar.

SECTION 3. SPECIAL MEETINGS

Special meetings of the Board of Directors may be called by the Board Chair, the Fiscal Manager, the Secretary, or by any three directors, and such meetings shall be held at the place designated by the person or persons calling the meeting, and in the absence of such designation, at the principal office of the corporation.

SECTION 4. NOTICE OF MEETINGS

The intention is to inform and keep transparent the discussions and actions of the Board.

(a) Regular Meetings: Regular meetings of the Board of Directors members shall be included in the annual calendar. In addition, notice of the meeting in the form of an agenda shall be posted at least three days (72 hours) prior to the meeting on the school bulletin board.

(b) Special Meetings. Notice of special meetings of the Board of Directors shall be posted at least one (24 hours) to three days prior to the meeting in the form of an agenda for the meeting posted on the school bulletin board.

SECTION 5. WAIVER OF NOTICE AND CONSENT TO HOLDING MEETINGS

The transactions of any meeting of the Board, however called and noticed or wherever held, are as valid as though the meeting had been duly held after proper call and notice, provided a quorum, as hereinafter defined, is present and provided that either before or after the meeting each director not present signs a waiver of notice, a consent to holding the meeting, or an approval of the minutes thereof. All such waivers, consents, or approvals shall be filed with the corporate records or made a part of the minutes of the meeting.

SECTION 6. QUORUM FOR MEETINGS

A quorum shall consist of fifty percent of the Directors.

Except as otherwise provided in these Bylaws or in the Articles of Incorporation of this corporation, or by law, no business shall be considered by the Board at any meeting at which a quorum, as heretofore defined, is not present, and the only motion which the Chair shall entertain at such meeting is a motion to adjourn. However, a majority of the directors present at such meeting may adjourn from time to time until the time fixed for the next regular meeting of the Board.

When a meeting is adjourned for lack of a quorum, it shall not be necessary to give any notice of the time and place of the adjourned meeting or of the business to be transacted at such meeting, other than by announcement at the meeting at which the adjournment is taken.

The directors present at a duly called and held meeting at which a quorum is initially present may continue to do business notwithstanding the loss of a quorum at the meeting due to a withdrawal of directors from the meeting, provided that any action thereafter taken must be approved by at least a majority of the required quorum for such meeting or such greater percentage as may be required by law, or the Articles of Incorporation or Bylaws of this corporation.

SECTION 7. MAJORITY ACTION AS BOARD ACTION

Every act done or decision made by a majority of the directors present at a meeting duly held at which a quorum is present is an act of the Board of Directors, unless the Articles of Incorporation or Bylaws of this corporation, or provisions of the California Nonprofit Public Benefit Corporation Law, particularly those provisions relating to appointment of committees (Section 5212), approval of contracts or transactions in which a director has a material financial interest (Section 5233) and indemnification of directors (Section 5238e), require a greater percentage or different voting rules for approval of a matter by the Board.

SECTION 8. CONDUCT OF MEETINGS

Meetings of the Board of Directors shall be presided over by the Board Chair of the corporation or, in his or her absence, by the Fiscal Manager of the corporation or, in the absence of each of these persons, by a Chairperson chosen by a majority of the directors present at the meeting. The Secretary of the corporation shall act as secretary of all meetings of the Board, provided that, in his or her absence, the presiding officer shall appoint another person to act as Secretary of the meeting.

Meetings shall be governed by Robert's Rules of Order, as such rules may be revised from time to time, insofar as such rules are not inconsistent with or in conflict with these Bylaws, with the Articles of Incorporation of this corporation, or with provisions of law.

ARTICLE 7 OFFICERS

SECTION 1. NUMBER OF OFFICERS

The officers of the corporation shall be the Board Chair, Secretary, and a Chief Financial Officer who shall be designated the Fiscal Manager. The corporation may also have other officers as designated by the Executive Board.

SECTION 2. QUALIFICATION, ELECTION, AND TERM OF OFFICE

Any person may serve as officer of this corporation. Officers shall be elected by the membership, and each officer shall hold office until he or she resigns or is removed or is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever occurs first.

SECTION 3. DUTIES OF BOARD CHAIR

The Board Chair shall be the chief executive officer of the corporation and shall, subject to the control of the Board of Directors, supervise and control the affairs of the corporation and the activities of the officers. He or she shall perform all duties incident to his or her office and such other duties as may be required by law, by the Articles of Incorporation of this corporation, by these Bylaws, by the Board Operations Policy, or which may be prescribed from time to time by the Board of Directors. He or she shall notice and preside at all meetings of the Board of Directors. The Board Chair shall notice and preside at all meetings of the members. Except as otherwise expressly provided by law, by the Articles of Incorporation, or by these Bylaws, he or she shall, in the name of the corporation, execute such deeds, mortgages, bonds, contracts, checks, or other instruments which may from time to time be authorized by the membership or the Board of Directors.

SECTION 4. DUTIES OF SECRETARY

The Secretary shall certify and keep at the principal office of the corporation the original, or a copy, of these Bylaws as amended or otherwise altered to date. He or she shall keep at the principal office of the corporation or at such other place as the Board may determine, a book of minutes of all meetings of the directors, and, if applicable, meetings of committees of directors and of members, recording therein the time and place of holding, whether regular or special, how called, how notice thereof was given, the names of those present at the meeting, and the proceedings thereof. He or she shall exhibit minutes of the meetings of the Board of Directors at all reasonable times to any director of the corporation, or to his or her agent or attorney, on request therefore, the Bylaws, and the minutes of the proceedings of the directors of the corporation. And in general, the Secretary shall perform all duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation of this corporation, by these Bylaws, by the Board Operations Policy, or which may be assigned to him or her from time to time by the membership or the Board of Directors.

SECTION 5. DUTIES OF FISCAL MANAGER

In the absence of the Board Chair, or in the event of his or her inability or refusal to act, the Fiscal Manager shall perform all the duties of the Board Chair, and when so acting shall have all the powers of, and be subject to all the restrictions on, the Board Chair. Subject to the provisions of these Bylaws relating to the Execution of Instruments, Deposits and Funds, the Fiscal Manager shall have charge and custody of, and be responsible for, all funds and securities of the corporation, and deposit all such funds in the name of the corporation in such banks, trust companies, or other depositories as shall be selected by the Board of Directors. He or she shall receive, and give receipt for, monies due and payable to the corporation from any source whatsoever. The Fiscal Manager shall disburse, or cause to be disbursed, the funds of the corporation as may be directed by the Board of Directors, taking proper vouchers for such disbursements. He or she shall keep and maintain adequate and correct accounts of the corporation's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains and losses. The Fiscal Manager shall exhibit at all reasonable times the books of account and financial records to any director of the corporation, or to his or her agent or attorney, on request therefore. He or she shall render to the Board Chair and directors, whenever requested, an account of any or all of his or her transactions as Fiscal Manager and of the financial condition of the corporation. The Fiscal Manager shall prepare, or cause to be prepared, and certify, or cause to be certified, the financial statements to be included in any required reports. In general, the Fiscal Manager shall perform all duties incident to the office of Fiscal Manager and such other duties as may be required by law, by the Articles of Incorporation of the corporation, by these Bylaws, by the Board Operations Policy, or which may be assigned to him or her from time to time by the membership or the Board of Directors.

ARTICLE 8 COMMITTEES

Committees and related duties shall be as stated in the Board Operations Policy.

ARTICLE 9 TEACHERS AND CURRICULUM

SECTION 1. DUTIES OF TEACHERS

The duties of the teachers shall be as stated in the Teacher Contract.

SECTION 2. CURRICULUM

Classroom curriculum is decided by the teachers, but shall be consistent with the school charter.

ARTICLE 10 BOARD OPERATIONS POLICY, STUDENT/ FAMILY HANDBOOK, PARENT CONTRACT, EMPLOYMENT CONTRACT, BULLETIN BOARD, AND ANNUAL CALENDAR

SECTION 1. BOARD OPERATIONS POLICY

A Board Operations Policy shall be maintained. The policy shall describe the responsibilities of each Board position and other functions and procedures in the school. The policy shall be kept up-to-date, and changes shall be approved by the Board of Directors.

SECTION 2. STUDENT/FAMILY HANDBOOK

There shall be maintained a Student/Family Handbook. The Handbook shall serve as a source of information as to how the school operates and the general rights and responsibilities of the students and members. The office staff shall keep the Handbook updated and shall revise the Handbook annually. The Board of Directors shall approve all policy and other changes in the Handbook.

SECTION 3. PARENT CONTRACT

The Parent Contract shall outline the rights and responsibilities of each member in the corporation. The Contract shall be updated and changes shall be approved by the Board of Directors.

SECTION 4. EMPLOYMENT CONTRACT

The Employment Contract shall consist of two parts, Individual Terms and General Terms. The General Terms shall outline responsibilities. The initial form of Employment Contract shall be

determined by the Board of Directors by the procedure stated in the Board Operations Policy. Thereafter, any changes to the Employment Contract Individual Terms shall be approved by the Board of Directors by the procedure stated in the Board Operations Policy. The Employment Contract General Terms, including school hours, shall be updated annually and if any material changes are made to the General Terms, these shall be approved by the Board of Directors by the procedure stated in the Board Operations Policy.

SECTION 5. SCHOOL BULLETIN BOARD

A bulletin board shall be maintained in the school in a easy to access public area of the school. The intention is to keep members informed of Manzanita School related information, discussions and actions. The bulletin board shall be used to post notices/agendas of meetings, nomination lists, and other corporation communications. The location of the bulletin board shall be announced at the first membership meeting of each school year.

SECTION 6. ANNUAL CALENDAR

There shall be an annual calendar for each school year which shall include days of school, conference days, holidays, recesses, membership meetings, and Board of Directors meetings approved by the Board of Directors.

ARTICLE 11 EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS

SECTION 1. EXECUTION OF INSTRUMENTS

The Board of Directors, except as otherwise provided in these Bylaws, may by resolution authorize any officer or agent of the corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

SECTION 2. CHECKS AND NOTES

Except as otherwise specifically determined by resolution of the Board of Directors, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the corporation shall require two signatures for an amount exceeding that stated in the Board Operations Policy. Authorized signators are the Fiscal Manager, Board Chair of the corporation, the Board Secretary, Administrative Manager, or any other person designated by the Board of Directors.

SECTION 3. DEPOSITS

All funds of the corporation shall be deposited in a timely manner to the credit of the corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

SECTION 4. GIFTS

The Board of Directors may accept on behalf of the corporation any contribution, gift, bequest, or device for the charitable or public purposes of this corporation.

ARTICLE 12 CORPORATE RECORDS AND REPORTS

SECTION 1. MAINTENANCE OF CORPORATE RECORDS

The corporation shall keep at its principal office in the State of California:

- (a) Minutes of all meetings of directors, committees and of all meetings of members, indicating the time and place of holding such meetings, whether regular or special, how called, the notice given, and the names of those present and the proceedings thereof;
- (b) Adequate and correct books and records of account, including accounts of its properties and business transactions and accounts of its assets, liabilities, receipts, disbursements, gains and losses;

- (c) A record of its former and present members indicating their names and addresses and, if applicable, the class of membership held by each member and the termination date of any membership;
- (d) A copy of the corporation's Articles of Incorporation and Bylaws as amended to date, which shall be open to inspection by the members of the corporation at all reasonable times during office hours.

SECTION 2. DIRECTORS INSPECTION RIGHTS

Every director shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the corporation.

SECTION 3. MEMBERS INSPECTION RIGHTS

Each and every member shall have the following inspection rights, for a purpose reasonably related to such persons interest as a member:

- (a) To inspect the record of all current and former members' names, addresses and voting rights, at reasonable times.
- (b) To inspect at any reasonable time the books, records, or minutes of proceedings of the members or of the Board or committees of the Board, upon written demand on the corporation by the member, for a purpose reasonably related to such persons interests as a member.

SECTION 4. LIMITATIONS ON INSPECTION RIGHTS

The inspections rights stated in Section 3 and Section 4 of this Article shall not include the following items, inspection of which shall be limited to Officers, Directors, agents, and employees as stated in the Board Operations Policy.

- Immunization records
- Student records
- Individual member participation records
- Closed Board of Directors meeting minutes
- Executive Committee meeting minutes in the matter of grievance procedures
- Employee files
- Liaison files
- Grievance Procedure files.

SECTION 6. RIGHT TO COPY AND MAKE EXTRACTS

Any inspection under the provisions of this Article may be made in person or by agent or attorney and the right to inspection includes the right to copy and make extracts.

SECTION 7. ANNUAL REPORT

The Board shall cause an annual report to be furnished not later than 60 days after the receipt of the audited financial statements after the close of the corporation's fiscal year to all members in writing, which report shall contain the following information in appropriate detail:

- (a) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year;
- (b) The principal changes in assets and liabilities, including trust funds, during the fiscal year;
- (c) The revenue or receipts of the corporation, both unrestricted and restricted to particular purposes, for the fiscal year;
- (d) The expenses or disbursements of the corporation, for both general and restricted purposes, during the fiscal year;
- (e) Any information required by Section 8 of this Article.

The annual report shall be accompanied by any report thereon of independent accountants, or, if there is no such report, the certificate of an authorized officer of the corporation that such statements were prepared without audit from the books and records of the corporation.

SECTION 8. ANNUAL STATEMENT OF SPECIFIC TRANSACTIONS TO MEMBERS

This corporation shall mail or deliver to all members a statement within 60 days after the receipt of the audited financial statements after the close of its fiscal year which briefly describes the amount and circumstances of any indemnification or transaction in which the corporation was a party.

The above statement need only be provided with respect to a transaction during the previous fiscal year involving the lesser of more than five percent (5%) of the current annual budget or more than Fifty Thousand Dollars (\$50,000); or which was one of a number of transactions with the same persons involving, in the aggregate, the lesser of more than five (5%) of the current annual budget or more than Fifty Thousand Dollars (\$50,000). Similarly, the statement need only be provided with respect to indemnifications or advances aggregating more than Ten Thousand Dollars (\$10,000) paid during the previous fiscal year to any director or officer, except that no such statement need be made if such indemnification was approved by the Board of Directors pursuant to Section 5238(e)(2) of the California Non-profit Public Benefit Corporation Law.

Any statement required by this Section shall briefly describe the names of the interested persons involved in such transactions, stating each person's relationship to the corporation, the nature of such person's interest in the transaction and, where practical, the amount of such interest, provided that in the case of a transaction with a partnership of which such person is a partner, only the interest of the partnership need be stated.

The annual report as described in Section 7 of this Article shall include the information required by this Section.

ARTICLE 13 FISCAL YEAR

SECTION 1. FISCAL YEAR OF THE CORPORATION

The fiscal year of the corporation shall begin on July 1 and end on June 30 in each year.

ARTICLE 14 PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS

SECTION 1. PROHIBITION AGAINST SHARING CORPORATE PROFITS AND ASSETS

No member, director, officer, employee, or other person connected with this corporation, or any private individual, shall receive at any time any of the net earnings or pecuniary profit from the operations of the corporation, provided, however, that this provision shall not prevent payment to any such person or reasonable compensation for services performed for the corporation in effecting any of its public or charitable purposes, provided that such compensation is otherwise permitted by these Bylaws and is fixed by resolution of the Board of Directors; and no such person or persons shall be entitled to share in the distribution of, and shall not receive, any of the corporate assets on dissolution of the corporation. All members of the corporation shall be deemed to have expressly consented and agreed that on such dissolution or winding up of the affairs of the corporation, whether voluntarily or involuntarily, the assets of the corporation, after all debts have been satisfied, shall be distributed as required by the Articles of Incorporation of this corporation and not otherwise.

ARTICLE 15 REVIEW AND AMENDMENT OF BYLAWS

SECTION 1. REVIEW

These Bylaws shall be reviewed by the Board of Directors at least every two years.

SECTION 2. AMENDMENT

Subject to any provision of law applicable to the amendment of Bylaws of public benefit nonprofit corporations, these Bylaws, or any of them, may be altered, amended, or repealed and new Bylaws adopted by approval of an absolute majority of the members of this corporation.



Manzanita

Charter Middle School

1615 Carlson Boulevard, Richmond, CA 94804 • (510) 524-5500 • www.manzy.org

Overview of Proposed Revisions to March 9, 2010 DRAFT Manzanita Bylaws:

- Check for consistency & policy issues. Changed formatting and revised titles of documents: example: the Student/Family Handbook was titled Manzanita Charter School Handbook. Corrected numbering in Contents. Fixed typos, punctuation, spacing & formatting.
- Add Mission and Vision statements written by teachers
- Change to current address: 1615 Carlson Blvd., Richmond
- Tried to make titles consistent. Examples: • Manzanita Middle School • Manzanita Charter School • Manzanita Charter Middle School • Manzanita School • MANZANITA CHARTER or MMS or MCS or MCMS Changed to: Manzanita Charter Middle School for first reference in document then changed to: “Manzanita School” for further references
- Article 3, Section 1—Made it clearer that alumni can serve on the Board of Directors. Add: “Any persons may be elected by the members of the school to serve as Officers or Directors of the school, regardless of that person’s membership status.” Took out reference to Priority hours and Levels
- Revise some of the powers of the membership. When the school was started there were 25 students revised to reflect what is needed to run a school of 150 students. Example: members could adopt a resolution to purchase liability insurance (Article 3, Section 4.) we changed to Board of Directors. Took out members approval of Budget—the Budget changes as funds comes in (like grants) or gets cut (State ADA amounts change) or an emergency expense—to operate the school the Fiscal Manager/Board should modify the budget when needed. Example: took out notices would be put in member mail boxes. We don’t have mail boxes. Changed to posting on the bulletin board and/or sent home in the Manzy Packs.
- Article 4-- Changed election of Board to May meeting—it says April, but the election has been held annually at the May meeting. Article 5: changed nomination to the April meeting instead of the March meeting
- Article 5 took out the details of the number of board positions – details will be in the new document: “the Board Operations Policy”. Changed term of board members to start on June 30 instead of April—otherwise you could have a brand new board that is making contract negotiations—with no background.
- Remove details on Board positions. This was recommended by the Charter Association. We are creating a new document: “Board Operations Policy”.
- Remove mention of the Corporate Seal--What is the Corporate Seal? Article 12, Section 2
- Took out reference to “Membership Chair” -- we know of no such position.
- Article 6, Section 4: There is a minimum notice required of meetings the intention is to inform decisions made by the Board—if possible more notice should be given. Added: “The intention is to inform and keep transparent the discussions and actions of the Board.”
- Article 8: Deleted Committee info. Added: “Committees and related duties shall be as stated in the Board Operations Policy.”

Propuestas a revisión de las reglas o estatutos de Manzanita el día 09 de Marzo del 2010

- Revisar la consistencia y resultado de las políticas implementadas. Cambiar el formato y revisar el título de los documentos por ejemplo: Student/Family Handbook. Corregir el número de los contenidos. Puntuación espacio y formato.
- Agregar declaraciones de la Misión y Visión escrita por los maestros
- Tratar de hacer los títulos consistentes como por ejemplo: Manzanita Middle School. Manzanita Charter School. Manzanita Charter Middle School. Manzanita School. MANZANITA CHARTER o MMS o MCS o MCMS Cambiarla a: Manzanita Charter Middle School como primera referencia en documentos y posteriormente cambiarla a: Manzanita School para futuras referencias
- Artículo 3, Sección 1- Aclarar que los egresados pueden servir en la Mesa Directiva, Agregar: ``Cualquier persona puede ser elegida por los miembros de la escuela para servir como Oficiales o Directores de la escuela, esto sin importar el estatus de la membresía. “quitar como referencia las Horas de prioridad o Niveles
- Revisar algunos de los poderes de la membresía. Cuando la escuela empezó había 25 estudiantes enmendado lo necesario para operar una escuela de 150 estudiantes. Por ejemplo Los miembros podían adoptar una resolución para comprar un liability insurance (artículo 3, Sección 4). Nosotros lo cambiamos a la Mesa Directiva. Quedo fuera la aprobación de los miembros para el presupuesto-El presupuesto cambia dependiendo de los fondos que vengan (como grants) o cortes y asistencia que obtengamos (State ADA varia la cantidad) o un gasto de emergencia –para operar la escuela el Manager Fiscal/Mesa Directiva podrían modificar el presupuesto cuando se necesite. *Ejemplo a modificar:* Sacar se dejaran notas/noticias en la caja de correo de los miembros. Nosotros no tenemos cajas de correo. Esto cambiarlo a Se pondrá en el pizarrón de los boletines y/o se enviara a casa con los Manzy Packs.
- Artículo 4- Cambiar la elección de la Mesa Directiva para la reunión en el mes de Mayo- ahí dice Abril, pero la elección se ha hecho anualmente durante la reunión de Mayo. Artículo 5: Cambiar la nominación a la reunión de abril en lugar de la reunión de Marzo.
- Artículo 5 quitar los detalles del numero de posiciones de la Mesa Directiva- los detalles deben de aparecer en el nuevo documento: “Política de operaciones de la Mesa Directiva”. Cambiar el tiempo en que los miembros de la Mesa Directiva empiezan, es decir en lugar de comenzar en Abril lo harían el 30 de Junio, ya que de otra manera ustedes Podrían tener una Mesa Directiva totalmente nueva y haciendo contratos y/o negociaciones- y sin ninguna experiencia.
- Remover los detalles de las posiciones en la Mesa Directiva. Esto fue recomendado por la Asociación de Escuelas Charter. Nosotros estamos creando un nuevo documento: “Política de Operaciones de la Mesa Directiva”.
- Remover la mención que se hace al Sello Corporativo-Que/Donde está el Sello Corporativo? Artículo 12, Sección 2.
- Quitar la referencia de “Membership Chair”- No tenemos conocimiento de esa posición.
- Artículo 6, Sección 4: Aunque se requiere de una noticia mínima acerca de las reuniones la intención es informarles para hacer transparente cualquier decisión tomada por la Mesa Directiva – si es posible se debería de dar más información. Agregar “la intención es para informar y mantener transparente las discusiones y acciones de la Mesa Directiva”.
- Artículo 8: Borrar Committee info. Y Agregar “Comités y sus obligaciones relacionadas deberán ser como se ha estipulado en el estatuto legal Política de Operaciones de la Mesa Directiva”.

– Linda Ruiz-Lozito
Presidenta de la Mesa Directiva