

**Uncharted Shores Academy Minutes**  
**Regular Meeting of the USA Governing Board**  
**Wednesday, *February 17, 2016*, at 5:00 PM**  
**330 E Street, Crescent City, CA 95531**

**I. General Business**

- Call to order: 5:05
- Verification of members present: Lawanda Quinnell, Margie Rouge, Shari Smithson
- Approval of Minutes: Margie motioned, Shari seconded approval of Jan 2016 minutes.

**II. Opportunity for members of general public to speak: None**

**III. Informational Report by Directors Concerning Education and Operations:**

- Student enrollment to date: enrollment is stable
- Staff: new staff going through CALTeach and new instructional assistant replacing one who had to quit due to health issues
- Safety report: Safety improvements of lights on stairs in attic installed by church. Church also planning to replace ceiling tiles in gym which are falling and take care of the leak in the front hall, but these are still in process.
- School events: spelling bee plans, Dr Suess Day. Honors Field trip will be on Monday, Feb 22. USA fundraiser extravaganza at Port O Pint was discussed. Margie motioned, Shari seconded that the board approve the fundraiser. Unanimously approved. Discussion of a bounce house party at the end of the year.
- Board recruitment: Discussed the community members who have been approached for appointment to the board.

**IV. Governance:**

- Administrative Assistant position updated. Lawanda motioned, Shari seconded that we expand the Administrative Assistant position to include possibly two positions: School Admin Assist and Principal's Admin Assist.
- SARC already reviewed last meeting.
- Common Core Implementation grant; REAP grant; Educator Effectiveness grant – Public Comments (action next month)
- District Special Ed MOU- Shari motioned that we reject the current MOU and revisit it and make revisions before taking it back to the district office. Lawanda seconded. Unanimous.
- Strategic Planning: request to landlord to enclose computer lab to make a classroom

**V. Business Report:** *Lawanda motioned to accept all the elements of the business report, Shari seconded. Unanimously approved.*

- Audit review
- Tax review
- Updated Budget
- 2<sup>nd</sup> Interim Report

**VI. Adjournment & Confirmation of next meeting. 6:30 PM adjourned.**

The next regularly scheduled meeting is on Wednesday, *March 16, 2016*, at 1:30 PM at the school offices, 330 E Street, Crescent City, CA 95531.