

Uncharted Shores Academy Minutes
Regular Meeting of the USA Governing Board
Tuesday, September 25, 2018, at 4:30 PM
330 E Street, Crescent City, CA 95531

I. General Business

- Call to order: 4:43 called to order
- Verification of members present: Margie Rouge, Jonathan Townley, Annette Short, Shari Smithson

II. Opportunity for members of general public to speak (see notice #1 below)

III. Informational Report by Directors Concerning Education and Operations:
(10 minutes)

- Student Count - 230: 52 at Secure Shores, 37 on Offshore home study (8 of whom attend some classes), 141 at main campus.
- Immunization Record update: Nurse audited last year's report in August. One student who wished to attend classes, but did not have updated immunization records, was placed in the Offshore home study program and not allowed to enroll in classes. Other Offshore students also are not immunized, but did not wish to attend classes.
- Activities: Girls volleyball, open house at both buildings, gardening program, "Champions for Change," 4H, and field trips were discussed.
- Safety report: New heating system was put in at Secure Shores, signs have been installed at both campuses to get everyone to check in at the office, new security cameras in, phone system operable, keeping doors locked, gate closed. Documentation of accidents. A child received a puncture wound from the substrate in the playground. Annette reported that when she took her trip to Japan concerning the tsunami awareness, the officials were impressed with the preparedness of our school. Shari told about how we were given the top accolades concerning our evacuation from both OSHA and the Japanese geologists who visited.
- Facilities: Both full. Looking at building in stages on the new property. The parents of the students in Secure Shores are very happy to have the building even if they have to drop off students at both sites.

IV. Treasurer's Report: (5 minutes) Governing Board Treasurer reported that he did not receive the August bank statements and reconciliations, so he could not report.

V. Governance Action Items: (20 minutes)

- Consent Agenda: Approved as there were no objections.
 - Minutes of previous meeting.

- Reapproval of LCAP: Due to regulations concerning the Local Control Accountability Plan (LCAP), the budget (originally approved May 2018) must be approved at the same meeting as the LCAP (approved August 2018). The LCAP must be approved first, followed by the budget. Prior to approval of the LCAP, a LCAP meeting was held to review the LCAP at 5:15-5:35. Upon reconvening the regular board meeting, Annette moved we approve LCAP as presented, Shari seconded. Unanimous.
- Budget Update: The original budget (approved in May 2018) was compared to the updated budget using actual attendance records (as of September 17, 2018), and the new budget was presented for Board approval. Shari motioned and Annette seconded approval. Unanimous.
- Unaudited Actuals: The unaudited report of actual finances received and expended during the 2017-2018 school year was presented to, and accepted by, the Del Norte Unified School District Board earlier this month. It was unavailable at the August meeting, so was presented now for approval. Shari motioned to accept the report and Annette seconded. Unanimous.
- Line of Credit: The administrator has applied for a line of credit for cashflow while awaiting state funding, and requested Board approval. Shari motioned permission for the director to continue to pursue a financing option to keep the school cashflow positive with the final proposals to be presented to the board for approval. Annette seconded. Unanimous.

VI. Governance Discussion Items:

- Snacks for students (5 minutes) – Tabled indefinitely.
- Board Transparency (5 minutes) – Jonathan talked about getting more postings and getting it out to more parents for both the board and the LCAP committee. The board agreed that instead of sending home agendas and minutes, parents would have a note at the end of newsletters and on facebook.

VII. Agenda Items Requested for a Future Board Meeting: Discussion of change of day for the board meetings for the year. Add report of parent club to the informational report. Board transparency discussion to continue next board meeting.

VIII. Adjournment & Confirmation of next meeting. Adjourned at 6:57. Next meeting will be held on Tues, October 30, at 4:30 at 330 E Street, Crescent City, CA.

Affirmed by USA Governing Board Secretary:


Margie Rouge

Date: 9-25-18

LCAP MEETING

9-25-18

Called to Order: 5:15 PM

Present: Margie Rouge, Jonathan Townley, Annette Short, Shari Smithson

Discussed the following: LCAP BUDGET SUMMARY

The LCAP must address the eight state priorities

1. Teachers must be credentialed and appropriately assigned; and school facilities must be kept in good repair. (included as part of Goal 1)
2. Academic content and performance standards are implemented for all students, including English language learners. (included in Goals 1 & 2)
3. Parental involvement is implemented. (included in Goal 3)
4. Pupil achievement is measured. (included in Goal 2)
5. Pupil engagement measured by school attendance rates, chronic absenteeism rates, and middle school dropout rates. (included in Goal 3)
6. School Climate measured by , pupil expulsion and pupil suspension rates. Also includes a local measure, such as survey of pupils, parents, and students on the sense of safety and school connectedness or the number of students who are directed to school discipline. (included in Goal 1)
7. Pupil access to a broad course of study (included in Goal 1)
8. Pupil outcomes in the various subject areas. (included in Goal 2)

The LCAP is intended to be a comprehensive planning tool, so how the budget supports each of the goals is indicated below:

1. Goal 1: USA will provide an optimum learning environment where students can feel safe, secure, and nurtured; have the opportunity for a solid, enriched education; and be given the necessary support to progress academically, emotionally, and intellectually.
 - a. 72% of budget is spent on salaries; with the majority going to instructional personnel, keeping the instructor to student ratio at 1:10 to 1:15, and each credentialed homeroom teacher having no more than 25 students in the class
 - b. 5% of the budget is spent on instructional supplies
 - c. 1% of the budget is spent on instructional services (tech, copy, legal)
 - d. 8% of budget is spent on facilities, keeping our facilities safe, secure, roomy, and inviting
 - e. 1% is spent on special education services
 - f. The remaining 13% is spent on accounting, auditing, financial administration, and DNUSD oversight. This is also needed to support the solid, enriched education which the goal stipulates. So 100% of funding is expended under this goal.
2. Goal 2: USA will show measurable student progress.
3. Goal 3: USA will provide the means for parents to participate in the education of their children, including specific actions to involve parents of significant student subgroups.

Adjourned: 5:35 PM