

Uncharted Shores Academy Minutes
Regular Meeting of the USA Governing Board
Monday, October 7, 2019, at 7:00 PM
330 E Street, Crescent City, CA 95531

I. General Business

- Call to order: 7:02
- Verification of members present: Annette Short, Brigette Norris, Carla Critz, Jonathan Townley, Shari Smithson
- Appointment of a timekeeper: Carla Critz
- Board members reminded to get binder updates from the Director at the end of the meeting if needed.

- 1. Opportunity for members of general public to speak.** The general public may address the board on any topic of concern which is not on the agenda, but lies within the board's jurisdiction. Comments should be limited to 3 minutes or less. The presentation is informational only. The Board cannot respond to or discuss the items presented. Appropriate issues may be agendaized for board deliberation at a future meeting by submitting a written request to the Board President or Executive Director two weeks prior to the board meeting. The USA Governing Board will discuss the request at the next regularly scheduled Board meeting and agendaize items which are considered to be of sufficient importance to the operation and governance of the school.

Dr. Standing presented to the board a proposal of selling our property to him so he could expand his business.

Herman and Wendy Rinkle presented their concerns about a title 6 grant that we may have applied for and what Native American programs we may have at our school.

II. Informational Reports and Presentations - (5 min)

- **Reports Concerning Education and Operation:** Educational Director will report concerning September educational activities. Current enrollment is 277. Enrollment for free and reduced lunch forms have been collected. The outdoor electric lighting at the Northcrest building will soon be functional.

III. Consent Agenda: Approved by consensus if there are no objections. *The Board is requested to review the consent agenda documents, ask for clarification as needed prior to the meeting, and be prepared to take action at the Board meeting on all items. If there is a need for discussion, an item may be pulled off the consent agenda for review at the meeting, but the Board is urged to settle all questions prior to the meeting. Any changes to the minutes may be noted in an email to the Director prior to the meeting and these will be presented to the Board prior to the approval of the consent agenda:*

- **Minutes of the last meeting** (attached). Having no objections, the minutes were approved by consent.

IV. Governance: (30 min)

- Brown Act will be reviewed by the Board. Brown Act may be accessed from the school website on the Board agenda page (shoresacademy.com/the-helm). It is listed with the August Board agenda. (15 minutes)
- Director's report concerning the completion of form 700. Director reported the of the charter school attorney that Shari explained what she learned from her attorney that your private residence does not have to be disclosed and that the

school address and phone number may be disclosed instead of the private address and phone number of the board member.

- Board Affidavit reviewed and signed. The Board members could be provided with a school email, and use the school address and phone number if they do not want to use their private. The Board Affidavit will be turned in as a signed document by the November meeting.
- K & 7th immunizations report: without immunizations completed:10 in 7th grade, 9 in K who want to be in class and intend to get immunized; 6 in K will continue on homestudy, as they do not wish to be immunized. The director presented the forms which the parents must sign to ensure that the auditor and public health nurse are aware of the non-immunized homestudy students.
- State testing results and school dashboard report – not available; tabled.
- E-Rate support contract discussed. *Action Requested.* Shari motioned and Carla seconded that we accept the contract and move forward on completion of the broadband project. Unanimously approved.

V. Business Report: (20 minutes):

- Progress with loan for Early Learning Center building: Building appraised for \$535,000; so in the process of re-negotiating with our landlord for that price.
- Progress with pre-development loan: Stover's Engineering is working on putting together the cost of planning and development of the land prior to building the new campus.
- Charter School Capital loans: We will continue to receive these for cashflow until the spring.
- Cashflow progress: Development of cashflow projections are slow due to many other duties that interfere with the time administrators can spend on financials.
- CBEDS report and budget update: CBEDS report not yet printed out. No budget update due to lack of financials.
- Treasurers report for September: No report due to lack of financials.

VI. Agenda Items Requested for a Future Board Meeting: the wellness policy (and allergies), clean air facility, LCAP committee, CA Indian Day holiday for next year, financial reporting, review of employee manual policies concerning salaries and teacher conditions.

VII. Adjournment & Confirmation of next meeting. Meeting adjourned at 8:11 PM. The next regularly scheduled meeting will be on **Monday, November 4, 2019, at 7:00 PM**, in Room 6 at the main USA site, 330 E Street, Crescent City, CA 95531.

Notices:

Uncharted Shores Academy is nonsectarian in its programs, admission policies, employment practices, and all other operations. The school does not discriminate against any person on the basis of ethnicity, national origin, gender, or disability. Requests for Disability-related modifications or accommodations needed to participate in USA's open public meetings may be requested through the school office (707-464-9828) at least 72 hours prior to the meeting.