

**Uncharted Shores Academy Minutes**  
**Regular Meeting of the USA Governing Board**  
**Monday, November 4, 2019, at 7:00 PM**  
**330 E Street, Crescent City, CA 95531**

**I. General Business**

- Call to order: by Shari Smithson, in Jonathan Townley's absence, 7:35 PM
- Verification of members present: Shari Smithson, Carla Critz. Quorum not present. No action will be taken on items. This meeting will be for informational purposes only.
- Timekeeper: Carla Critz

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

**III. Informational Reports and Presentations - (5 min)**

Educational Director, Shari Smithson, reported concerning educational activities, current enrollment, school safety, and general operations.

**IV. Consent Agenda: Tabled, as a quorum was not present.**

- **Minutes of the last meeting**
- **Revised LCAP** (posted on website: <https://shoresacademy.com/chartroom>)

**V. Governance: Report by Director, Margie Rouge: (10 min)**

- Signed Board Affidavits not collected, tabled for next meeting.
- K & 7<sup>th</sup> immunizations report: The director presented the updated results of the immunizations, with 3 in 7<sup>th</sup> grade who still need to be immunized. Six K on homeschool are exempted from immunizations due to homestudy.
- LCAP addendum and school dashboard report was due on November 1. The LCAP was completed in time, but the dashboard report may be missing some information due to being unable to access the system.
- E-Rate support contract is going forward with purchases of equipment to support the Broadband internet.

**VI. Policy: Discussion and Review of Employee Manual policies concerning salaries and teacher conditions. (15 minutes) – Not discussed. Will be put back on the agenda for a future meeting if requested by employees.**

**VII. Facilities Update: (15 minutes)**

- Progress with 1492 Northcrest purchase: Offer of the amount of the appraisal - \$535,000, but without the 25% of the lease contingency (which amounts to \$21,600 for the two years we have been leasing). Previously, they were asking \$600,000, so we are saving \$43,400. A special meeting will be called to take action on this item.
- Progress with Land Development: All the documents have been provided and it is expected that the loan can be completed within 30 days. The estimated timeline for project completion will be for the fall of 2023.

- Discussion concerning Master Plan: tabled for a future meeting.

**VIII. Business Report:** (15 minutes): All tabled for December meeting.

- Cashflow Projections
- Budget Update
- Treasurer's report for September

**IX. Agenda Items Requested for a Future Board Meeting:** the wellness policy (and allergies), clean air facility, CA Indian Day holiday for next year; tabled items

**X. Adjournment & Confirmation of next meeting.** Meeting adjourned at 9:25 PM. The next regularly scheduled meeting will be on **Monday, December 9, 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.