

**Uncharted Shores Academy Minutes  
Special Meeting of the USA Governing Board  
Monday, February 10, 2020, at 7:00 PM  
330 E Street, Crescent City, CA 95531**

**I. General Business**

- Call to order: 7:03
- Verification of members present: Carla Critz, Jonathan Townley, Annette Short
- Administrator/Board Secretary Present: Margie Rouge
- Members of the Public Present: none
- Timekeeper: Carla Critz
- Approval of February 3 minutes: Approved by consensus after discussion of revisions as noted in red on the revised minutes

**II. 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 three (3) minutes or less, with the total time for this purpose not to exceed 15 minutes. The presentation is informational only. The Board will not respond to or take action on 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 (2) weeks prior to the board meeting. The USA Governing Board may 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. – NONE.

**III. Governance: Board Discussed policies and directed the Executive Director to draft new policies with the advice of legal addressing the following policies and practices, and bring these back to the next Board meeting:**

- USA Board and/or Executive Director's communication with media and parents
- Policies concerning about one student not being alone with any employee and that if there are less than 3 students in a class, the elective or class is cancelled; what to do about homestudy students dropped off without parent accompaniment
- Mandated staff training – what are the different trainings that should/could be mandated and what resources do we have for implementing these
- Staff Conduct regarding student/staff relationships in and out of school, including private communications with students (social media policy)
- Hiring practices and policies – open postings; hiring panel for executive jobs; nepotism policies

**Discussion Concerning Safety Solutions** – possibility of cameras in the classrooms

**School Accountability Report Card:**

- Has been corrected and posted online prior to the February 3, 2020 deadline.
- Request Board approval of SARC as posted. Please view SARC online on our website prior to the meeting: <https://shoresacademy.com/chartroom>. Jonathan motioned and Carla seconded for approval of the SARC. Annette abstained as she had not read the SARC.

IV. **Adjournment & Confirmation of next meeting.** The meeting adjourned at 9:38 PM. The next regularly scheduled meeting will be on Monday, *March 2*, 2020, at 7:00 PM, at the school offices, 330 E Street, Crescent City, CA 95531. The meeting agenda will be posted on the door of the main campus, on the communication board at the Early Learning Center, and on the school's website.