

Uncharted Shores Academy Minutes
Regular Meeting of the USA Governing Board
Tuesday, May 28, 2019 at 5:30 PM
330 E Street, Crescent City, CA 95531

I. General Business

- Call to order: 5:43 PM
- Verification of members present: Annette Short, Brigitte Norris, Jonathan Townley, Rich Rhodes, Margie Rouge
- Introduction of potential Board members: Christina Winkleman, Erica Radliffe, Sue Joseph (all parents of USA students)
- Review of Minutes of April meeting and special May meeting. Rich motioned to approve and Jonathan seconded. No opposition.

II. Opportunity for members of general public to speak (see notice #1 below) Sue requested to find out more about the school lunch program. Brigitte and Annette asked for discussion concerning physical activity and eating lunches. Erica asked about art and typing instruction in school.

III. Informational Reports and Presentations

- **Reports Concerning Education and Operations:** Shari Smithson, Educational Director – Shari not able to attend.
 - Enrollment to date: approximately 252-257
 - Safety report: Jonathan explained the substrate problem at the other building, and that it has been as resolved as is possible.

IV. Governance:

- Proposed Revision of Bylaws. The following is a summary of the proposed changes to the Bylaws:
 1. Change the maximum number of Board members from 9 to 7 (section 3.3)
 2. Clarification of how a vacancy occurs on the Board (sect 3.7)
 3. Deletion of the words “removal of a Board member without cause,” to be replaced with a list of reasons (sect 3.7)
 4. Deletion of repetitive information in sections 5.1 & 5.2
 5. Addition of a Board Transparency section in order to be in compliance with current charter school transparency recommendations (adding to Article 7: *Conflict of Interest*)
The full changes to be made in the Bylaws is available at the school office or by emailing a request to office@shoresacademy.com

Brigitte motioned and Margie seconded the changes to the Bylaws. Unanimously approved.

- Proposed Revision of the Governing Board Affidavit to reflect the following:
 1. Clarification of the items to which the Board member is simply acknowledging understanding and those to which a member must agree.
 2. Addition of items regarding Board transparency

Board tabled item in order to compare to the previous affidavit.

- Board Recruitment Packet introduced for discussion. Board discussed the idea of putting the packet on the website so everyone who wishes to be a board member would have access.
- Legal or Legislative Issues: Report updating the Board on pending state legislation and the Governor's current revisions to the budget. Board agreed a letter out to parents about the legislation would be in order.
- Audit Contract: Contract for the audit in August presented. Brigitte motioned to approve. Margie seconded. Unanimous.

V. Business Report:

- Executive Director's Report of Cashflow and financial options. Director reported on the line of credit and cash advance options available. The cash advance option from Charter School Capital was presented. The line of credit option was still in process. The Board may need to have a special meeting later to present the line of credit option.
- Treasurer's Report of bank reconciliations – nothing to report.

VI. Agenda Items Requested for a Future Board Meeting: Board Calendar items for the annual meeting, the 2019-2020 Academic Calendar, and budget for next year will be on the June agenda. Binder updates, plans for physical activity & recess, the school lunch program, the wellness policy, serving home study students, and academic performance data discussion will be on the August agenda.

VII. Adjournment & Confirmation of next meeting. Adjourned 7:27 PM

The next regularly scheduled meeting will be on Tuesday, *June 25*, at 5:30 PM, at the school offices, 330 E Street, Crescent City, CA 95531. This will be our annual meeting in which new Board members are instated, and existing Board members reinstated.