

Uncharted Shores Academy Minutes
Regular Meeting of the USA Governing Board
Monday, May 4, 2020, at 7:00 PM
330 E Street, Crescent City, CA 95531

Zoom Log in:

<https://us04web.zoom.us/j/76073852361?pwd=TUZJVmlqcjNCdkxjN1hYMnZZQytrZz09>

I. General Business

- Call to order: 7:04 PM
- Verification of members present: Jonathan Townley, Shari Smithson, Carla Critz, Annette Short
- Secretary Present: Margie Rouge
- Timekeeper: Carla Critz
- Additional Participants: Linda Taber, Lisa Prumicato, Kitty Mauldin, Megan, Nina Burgess

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

III. Informational Reports and Presentations

- Presentation of Board Applications for consideration at June meeting: Linda Monnin, for staff representative; Jennifer Taylor for parent representative; Jennifer Schmidt for community representative.
- Report concerning student education during COVID crisis: all teachers are doing Zoom classes, online programs, and Google classroom along with paper and pencil in the lower grades
- Average Daily Attendance report for the year: 267 ADA.
- Staffing recruitment: interviews this week – 3 locals, 4 from other areas. Interview team includes admin and the team of teachers who will be working together with the new staff member.
- New Local Control Accountability Plan regulations concerning meetings and reports: More time to complete, no need for meetings. Shorter “interim” report will be due at end of June. Will be receiving the report form soon and bring the completed interim report to the Board at the June meeting.
- Board Calendar Items that need to wait until later meetings: Due to changes in regulations, deadlines, and uncertain finances for next year, the five year budget will be postponed until June meeting along with grant reports.
- Gardening contract revision: In order to keep our employees working, we have given the noncredentialed staff additional duties that are not generally theirs. Our staff will be doing the groundskeeping instead of hiring out to Kirkland Gardening. We will likely resume with Kirkland in September, but perhaps just for the playground, while the staff continues with the lawns around both campuses. We have bought groundskeeping equipment and a shed with the thought that we will be using the equipment in the future. The landlord (Catholic Church) has been notified and is caring for their part of the property. At present, our contract states that the Landlord will provide the equipment and we will provide the labor, but that may be renegotiated.

- Report concerning selection of Auditor: With the Board's approval, we will continue with Mark Wetzel this year, but will need to change to a new CPA next year according to law.

IV. Consent Agenda:

- Minutes of April special meeting. *Approved by consent*
- Auditor selection: Mark Wetzel, CPA, with David L Mooney & CO, LLP
Pulled from mutual consent agenda due to lack of consensus, and individually voted upon after discussion: Annette opposed; Jonathan, Carla, and Shari agreed. Carried.

V. Business Report:

- Reports to be submitted to County/State will be presented in June
- Executive Director's Report of current Cashflow
- Treasurer's Report of bank reconciliations and supporting documents

VI. Governance:

- Review of Comparable Compensation Data for Charter School Executive Directors/CEOs/Principals – The Board reviewed the documents provided by our legal team which gave averages and comparable salaries for other schools.
- *Dismiss to Closed Meeting Session: Public Employee Performance Evaluation (Executive Director); Public Employment (Executive Director) – (sample evaluation attached) – **tabled until June due to the statement in the Bylaws indicating that the evaluation must be done at the last meeting of the year.***
- Approval of Employment Agreement for Executive Director- *tabled until June*

VII. Agenda Items Requested for a Future Board Meeting: Continue with Executive Director evaluation and employment agreement

VIII. Adjournment & Confirmation of next meeting. 9:29 PM

The next regularly scheduled meeting will be on Monday, *June 8, 2020*, at 7:00 PM, at the school offices, 330 E Street, Crescent City, CA 95531, and on Zoom.