

**Uncharted Shores Academy Minutes**  
**Regular Meeting of the USA Governing Board**  
**Tuesday, June 25, 2019 at 5:30 PM**  
**330 E Street, Crescent City, CA 95531**

**I. General Business**

- Call to order: 5:45 PM
- Verification of members present: Shari Smithson, Bridgette Norris, Rich Rhodes, Margie Rouge.
- Introduction of potential Board members: Carla Critz, Sue Joseph
- Annual Meeting selection of officers and Board Members. Tabled until August when we will have a chance to look at other possible community members.
- Review of Minutes of May meeting: Minutes read. No corrections noted, so minutes accepted as written.

**II. Opportunity for members of general public to speak (see notice #1 below) - none**

**III. Informational Reports and Presentations**

- **Reports Concerning Education and Operations:** Shari Smithson, Educational Director, reported on numbers of students and staff for the next school year. 266 students for next year.
- **Legal or Legislative Issues:** Margie Rouge, Executive Director, and Rich Rhodes, Director of Student Services, report on the pending legislation going forward that may affect charter schools, specifically the legislation that has already passed the house and is in the senate concerning that a chartering district could put a cap on the number of students which could attend charter schools, limiting it to as little as 10% of the total student population.

**IV. Governance:**

- **Consent Agenda: Approval requested** *The Board is requested to review the following documents, ask for clarification as needed, and be prepared to take action at the Board meeting on all items as a part of the consent agenda. 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:*
  1. **Consolidated Application Assurances:** agreement that the school will abide by the state and federal regulations applicable to the application for federal funds. (see Exhibit A)
  2. **Homeless Policy:** USA must have a Board-approved homeless policy in place for the LCAP if we have at least 15 students defined as homeless, and federal funding requires a policy which shows we are following federal law concerning homeless students. (See Exhibit B)

3. **LCAP Federal Addendum:** A Board-approved addendum to the Local Control Accountability Plan is required for federal funding. (See Exhibit C)
4. **Academic Calendar for 2019-2020:** The Board must ascertain that there are 175 days accounted for the year and that all federal and state holidays are vacation days. (see Exhibit D)

Brigette motioned, Rich seconded to approve the consent agenda. 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 previously tabled item in order to compare to the previous affidavit. Open for discussion and possible revision after comparison of both documents. (Both documents attached as exhibit E)

Brigette motioned accepting the new document with the removal of the requirement for the Board member's address to be made public. Shari seconded. Unanimously approved.

- **Discussion Concerning Make-up of the Board:** The Board is requested to review the current Board policy concerning the number and type of individuals which make up the Board to determine if a change needs to be made in order to accommodate new members now and in the future. Possible action. (Bylaws attached indicating the number of Board members with the previous corrections made at the May Board meeting still indicated in section 3.3)

Board discussed the idea of the board striving to represent the diversity of our community, capping the number of staff Board members, but allowing community members and family members to fill in the other spaces with no cap as long as the total number equaled or was less than 7. The skill set the individual is bringing to the Board would be an over-riding factor in the decision of whom to accept on the Board if there were more applicants than spaces, not whether the member was a community or family member. This item will continue to be discussed at the next Board meeting with the possible action of removing the limit for family members and community members.

- **Director's Roster of Home Study Students:** The Director requests that the Board review the policy of limiting the administrator's student load to 10 home study students, and instead limit it to 10 home study *families*.  
Shari motioned that the Board accept the change in policy. Brigitte seconded. Unanimous.
- **Designation of the dates and times for Board meetings for 2019-2020 school year.** Next Board meeting will be on Tuesday, August 27, 2019. Additional meeting dates and times will be decided at the August meeting.

**V. Business Report:**

- Executive Director's presentation of Budget for next year, along with update of the end of the year budget and a projection for future years. Director proposed major cuts to the budget, particularly in the area of staff benefits.

Brigitte motioned approval of budget, Shari seconded. Margie agreed. Rich, as staff representative, believed that he would not be representing staff well by cutting the health benefit package for staff, so was opposed. Motion carried with a majority of the members present in favor.

- Treasurer's Report of bank reconciliations – treasurer not present.

**VI. Agenda Items Requested for a Future Board Meeting:** Binder updates, plans for physical activity & recess, the school lunch program, the wellness policy, serving home study students, EPA funding, academic performance data discussion, Form 700 economic interest discussion, audit report, approval of staff salaries in accordance with the budget, and Brown Act Review will be on the August agenda.

**VII. Adjournment & Confirmation of next meeting. Adjourned 7:30.**

The next regularly scheduled meeting will be on Tuesday, August 27, at 5:30 PM, at the school offices, 330 E Street, Crescent City, CA 95531.