

**Uncharted Shores Academy Agenda**  
**Regular Meeting of the USA Governing Board**  
**Tuesday, August 10, 2021, at 5:00 PM**  
**330 E Street, Crescent City, CA 95531**

**I. General Business**

- Call to order:
- Members present:
- Administration and Secretary Present:
- Timekeeper:
- Minutes:

**II. Board Member Regulations:** Board members requested to participate in CSDC online Board Training. New Board members must complete a Conflict of Interest (Form 700). Request for Special Board Meeting on Tuesday, August 31, for the purpose of approving the unaudited actual report and updated budget, which will be presented to the District on Sept 9. (5 min)

**III. Opportunity for members of general public to speak (see notice #1 below)**

**IV. Reports Concerning Education and Operations:** Shari Smithson, Ed Director (10 min)

- Enrollment to date
- Report concerning summer facility work
- Review of staffing and operations plans for the new school year.
- Report concerning upcoming Audit

**V. Governance:** Margie Rouge, Executive Director

- Independent Study Policy Development – (45 min)
  1. [Independent Study Legal Requirements](#) (#1)
  2. [Proposed Policies for USA](#) (#2)
  3. [Planned Educational Program Master Agreement](#) (#3)
  4. PUBLIC HEARING
  5. Discussion
  6. Action for Approval of Policy
- [Parent Manual](#) review (#4) – Action Requested (30 min)
- [Employee Manual](#) review (#5) – Action Requested (30 Min)

**VI. Business Report:**

- All financial reports will be updated and presented at the next Board meeting

**VII. Agenda Items Requested for a Future Board Meeting:** Unaudited Actual Report, Revised Budget based on actual enrollment, cashflow predictions for the year, website contract, groundskeeping contract for undeveloped land, Board Manual review along with resolutions

**VIII. Adjournment & Confirmation of next meeting.**

The next regularly scheduled meeting will be on Tuesday, *September 14*, 2021 at 5:00 PM, at the school offices, 330 E Street, Crescent City, CA 95531, and on Zoom. Interested parties may request a Zoom invite by using the *Sign up for Meetings* link on the school's website ([www.shoresacademy.com](http://www.shoresacademy.com)) or sending an email requesting an invite to [office@shoresacademy.com](mailto:office@shoresacademy.com).

Notices:

1. The general public may address the board on any topic of concern within the board's jurisdiction during open discussion time. An item already listed on the agenda may be addressed at the time of the Board discussion of the item. Comments should be limited to 3 minutes or less. The Board may not respond to any comments not listed on the agenda, but may place an appropriate item on the Board agenda for a future meeting.
2. Appropriate issues may also be agendized for board deliberation at a future meeting by submitting a written request to the Board President or Executive Director two weeks prior to the board meeting. The USA Governing Board will discuss the request at the next regularly scheduled Board meeting and agendize items which are considered to be of sufficient importance to the operation and governance of the school.
3. 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.
4. Supporting documents for this agenda will be available online, at the Board meeting, or may be requested from the school office prior to the meeting.
5. Minutes from previous meetings may be requested at the school office or printed from the school's website.
6. This agenda was posted at least 72 hours prior to the meeting, in accordance with the Brown Act.