

Uncharted Shores Academy Minutes
Regular Meeting of the USA Governing Board
Monday, September 9, 2019 at 7:00 PM
330 E Street, Crescent City, CA 95531

I. General Business

- Call to order: 7:00 PM
- Verification of members present: Carla Critz, Jonathan Townley, Brigitte Norris, Margie Rouge, and Shari Smithson joined at 7:04 PM.
- Appointment of a timekeeper: Carla Critz
- Board Binder Updates. Members not present at last meeting will receive updates after the meeting.
- Board Affidavit made available - will be completed at October meeting. Director will check with legal about the completion of form 700.
- Brown Act Review will also be completed at October Meeting.

II. Opportunity for members of general public to speak (3 min max per person; 10 min max per issue) None.

III. Informational Reports and Presentations - (5 min)

- **Reports Concerning Education and Operation:** the next report from the Educational Director will be at the October meeting
 - Annette Short, Board Member, was not present, so the informational report of parent concerns and how the school may address the concerns dropped from agenda

IV. Consent Agenda: Approved by consensus if there are no objections. *The Board is requested to review the consent agenda documents, ask for clarification as needed prior to the meeting, and be prepared to take action at the Board meeting on all items. 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. Any changes to the minutes may be noted in an email to the Director prior to the meeting and these will be presented to the Board prior to the approval of the consent agenda:*

- **Minutes of the last meeting** reviewed by Jonathan. No objections. Accepted.

V. Business Report: (20 minutes)

- **Unaudited Actual report:** Executive Director's presentation of the final Budgeted report for the 2018-2019 school year. (attachment 2) . Shari motioned acceptance of report. Brigitte seconded. Unanimous.
- **2019-2020 Budget:** Board will consider the 19-20 budgeted salaries and actual salaries of teachers and administrators, and approve that salaries are within the budget. (attachment 3 & 4: budget, salary summaries) *Action Requested.* Jonathan motioned that the Board approve the accuracy of the budgeted salaries within the parameters of the budget. Brigitte seconded. Unanimous.

- **Cell Phones for Home study Teachers:** Board will consider paying for a basic cell phone for those who teach home study full time, due to safety of the homeschool teacher and educational accessibility issues for the parents. Jonathan determined that this expense did not have to come to the board as long as it was budgeted in, so the item was dropped from the agenda.

VI. Agenda Items Requested for a Future Board Meeting: the wellness policy, Form 700 economic interest discussion, clean air facility, Brown Act review, LCAP committee, K & 7th immunizations, state testing results, CA Indian Day holiday for next year.

VII. Adjournment & Confirmation of next meeting. Meeting adjourned 7:36 PM. The next regularly scheduled meeting will be on **Monday, October 7, at 7:00 PM**, in Room 6 at the main USA site, 330 E Street, Crescent City, CA 95531.

Notices:

1. The general public may address the board on any topic of concern within the board's jurisdiction. Comments should be limited to 3 minutes or less. 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 weeks prior to the board meeting. The USA Governing Board will 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.
2. 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.