

Uncharted Shores Academy Minutes
Regular Meeting of the USA Governing Board
Tuesday, *October 13, 2020*, at 5:00 PM
330 E Street, Crescent City, CA 95531

I. General Business

- Call to order:
- Members present: Daryl & Lisa Prumatico, Jennifer Taylor, Linda Monnin, Carla Critz, Jennifer Schmidt (for part of the meeting)
- Administration and Secretary Present: Margie Rouge, Shari Smithson
- Timekeeper: Jennifer Taylor
- Minutes: Finding no errors, approved by consent.

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

III. Informational Reports and Presentations

- **Reports Concerning Education and Operations:** Shari Smithson, Educational Director
 - Enrollment to date: 244 students, down about 30 from last year. 90 doing traditional homeschool split between 3 full time and 3 part time homeschool teachers (part time are full time elsewhere), 94 coming to school everyday to classes, with 6 full time teachers. 10 in total Distance Learning, 50 blended learning, with both groups working together in classes with the 3 6th-8th grade teachers.
 - Safety report: No COVID cases. Doing well on keeping distancing, cohorts separated, teaching handwashing, masks. We have masks for those who do not have them and we sanitize classrooms. We have a Wellness Verification form for both students and staff to verify wellness before coming back to school. ELC had a fire drill. The main site have not yet done the evacuation drill, but plans to have both a fire and evacuation drill by the end of November.
 - Immunization records report (K due Oct 15, 7th Nov 1) – 22 K, 14 Onshore; 16 have all necessary immunizations, 3 have medical exemptions, 3 are on independent study without immunizations. 27 7th graders, 1 is overdue for a varicella shot, 1 on medical exemption, 6 on Homestudy do not have Tdap for 7th grade. Rest have all immunizations.
 - School updates: Concerned with students who go on homestudy and back to school again.
 - Communication and Involvement: Staff have had some difficulties with communication, but now we are getting better, and having more communication with each other and with parents through the use of technology, phone messaging, and personal contacts.

IV. **Governance:**

- **Strategic Planning:** Acquisition of Dentist office and sale of some land to dentist was discussed, with possible updates to the building plan for the future campus.
- **Policy Development:**
 1. Administration has developed an **email agreement** in order to provide security and transparency with school emails. **ACTION REQUESTED** for approval of agreement. Daryl motioned and Linda seconded approval of the email agreement as edited. Unanimous.
 2. Administration would like discussion and possible action concerning vendor fingerprinting pursuant to anticipated changes in the law that may take place in January and heightened issues concerning liability. After discussion, it was suggested that we put in language concerning parents taking responsibility instead of required fingerprinting. It was decided the administrator should ask the charter school organization and legal concerning the issue before taking further action.
- **Legal or Legislative Issues:** California Department of Education is offering resources for assisting students and families who are experiencing emotional distress during this pandemic. The resources may be found on the following webpage: <https://www.cde.ca.gov/ls/cg/mh/studentcrisishelp.asp> . Presented as an informational item. The resources will be incorporated into our current resource pamphlet which we have available to parents.
- **Fundraising:** Request for fundraising for mobile playground equipment. Plan for a donation drive. Parent club may add to the fundraising with 3 or 4 small fundraising events such as selling candycanes around the holidays. Jennifer agreed to go to the parent club with the ideas and suggestions for fundraising goals as well as promote advertising for the Amazon Smile funds. No action taken, but Board agreed that the goal of playground equipment for fundraising would be appropriate.

V. **Business Report:** Margie Rouge, executive director

- Report on funds expected from grants
- Overview of financial status and development of a working budget for this year and the next few years

VI. **Agenda Items Requested for a Future Board Meeting:** Parent Club Update; Strategic Planning.

VII. **Adjournment & Confirmation of next meeting. Adjourned 7:44 PM**

The next regularly scheduled meeting will be on Tuesday, *November 10, 2020*, at 5:00 PM, at the school offices, 330 E Street, Crescent City, CA 95531, and on Zoom.