

Uncharted Shores Academy Minutes
Regular Meeting of the USA Governing Board
Tuesday, February 26, 2019, at 5:30 PM
330 E Street, Crescent City, CA 95531

I. General Business

- Call to order: 5:46
- Verification of members present: Shari Smithson, Rich Rhodes, Jonathan Townley, Margie Rouge
- Approval of January Minutes: The final ADA of 134 needs to be corrected to 234. Jonathan motioned and Margie seconded that the minutes be approved as corrected. Unanimous.

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

III. Informational Reports and Presentations

- **Student Report:** Carolin, student representative – not present
- **Parent Club Reports:** Shari reported that the parent club has about 12 members and would like to be involved in gardening, an Easter egg hunt, free events for families. They already did a family dance, and are planning a movie night, mother's tea, and bingo night.
- **LCAP Committee and other Site Council Reports:** Margie presented the notes from the site council and open public community meeting, which considered and approved the LCAP, Safety Plan, and Wellness Policy.
- **Reports Concerning Education and Operations:** Shari Smithson, Educational Director
 - Enrollment to date: 256 enrolled; enrollment for next year discussed.
 - Safety report: Need door mats for the floor at secure shores. A difficulty with the ground tarp coming up at secure shores. Need for a plan for sending information from one place to another at the two sites. The side door at the main site has been repaired enough to make it secure.
 - School events: Dr Suess Day. Family Dance. 5-8 grade dance. Parent conference with students presenting to the parents. Field Day in April. Testing begins in March.
 - Community Involvement: Shari presented several community connections we have been using for our students' education: Gardening grant. Champions for change. Fourth grade College Day. Third grade excursion to Sunset program. Cal-Ore Life Flight with staff.

IV. Governance:

Fundraiser Approvals: The Board considered the following proposals for fundraisers from the parent club and student council. Shari motioned that all fundraisers, except for Field Day Carnival Games, be approved with the caveat that Pennies

for Patients are only on Main campus and Coin Drive only at Secure Shores, and other restrictions as noted below. Rich seconded. Unanimous.

1. Peeps for Peeps: Must be only factory wrapped food items for sale.
 2. Recycle: We have had problems with homeless taking our recycling, so it will have to be collected somewhere safe.
 3. Bake Sale: no restrictions
 4. Goodbye Cards: no restrictions
 5. Field Day Games: Ms Margie said she would not like to have anyone pay for an event at field day, and it is illegal to charge kids for a school activity. Not approved by Board.
 6. Pennies for Patients – only at main site
 7. Coin Drive – only at Secure Shores
 8. Jog-athon – no restrictions
 9. Selling concessions: only at after-school events
- Policy Development: Wellness and Safety plans were reviewed, revised as needed, and adoption was requested.
 - Board agreed that the Wellness policy needs to be pared down more, so that it is just a policy with the plan of action decided by the committee. It will be reviewed in the future at a separate meeting, as it doesn't need to be approved until the end of the fiscal year.
 - Shari motioned that the Safety plan be approved with the corrections of changing the safety of teachers to the safety of staff. Margie seconded. Unanimous.
 - School Accountability Report Card was reviewed and the Board was informed that it had been posted to the website.
 - Local Control Accountability Plan reviewed. Board requested that the updated LCAP for next year be reviewed in April.
 - Legal or Legislative Issues: Rural Education Achievement Program (REAP) grant issues due to a change in CDS code was discussed. The school is not now on the list for REAP funding, but Rich has followed up and we may have it rectified before the end of the year.
 - Continued discussion concerning Board transparency in light of new interpretation of laws pertaining to public Governing Boards was tabled for next meeting after Rich has attended an upcoming seminar concerning the topic.
 - Academic calendar for 2018-2019 was reviewed and updated to ensure that the correct number of educational days were accounted for. Shari motioned that January 21 be deleted from the calendar, as we could not count MLK day as a school day, and June 10 added to bring the number of days into compliance. Rich seconded. Jonathan abstained from the vote. Motioned carried.

- Strategic Planning: Update concerning facilities plans for next year. Margie presented the progress with obtaining funding for the Secure Shores building, a mobile classroom, and land development.

V. Business Report:

- Reports to be submitted to County/State: Second Interim Report (budgeted amounts and actual expenditures through January) was presented.
- Treasurer's Report of bank reconciliations and supporting documents for the auditor was presented. Previous debit card issues and lack of documentation was addressed. The Board discussed ways in which a better system of accounting could work, including hiring a full time business officer.

VI. Agenda Items Requested for a Future Board Meeting: Physical activity/recess. School lunches. Wellness policy. Academic performance data discussion. Succession planning and governance. Con-App and other grant updates. Calendar and budget for next year. Board Recruitment. Binder updates.

VII. Adjournment & Confirmation of next meeting. Adjourned at 8:57 PM

The next regularly scheduled meeting will be on Tuesday, *March 26, 2019*, at 5:30 PM, at the school offices, 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 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 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.

Submitted by Margie Rouge: *Margie Rouge*

Date: 2/26/19