

Uncharted Shores Academy Minutes
Regular Meeting of the USA Governing Board
Tuesday, September 13, 2022, at 5:00 PM
330 E Street, Crescent City, CA 95531

Google Meet joining info

Video call link: <https://meet.google.com/bpt-zczo-bpj>

Or dial: (US) +1 256-743-3414 PIN: 703 902 762#

This meeting will be held both virtually and in person.

The public may join the meeting by clicking on the Join Google Meeting link at the top of this agenda or found posted on the school website: <https://shoresacademy.com/the-board>.

*The general public may address the board on any item already listed on the agenda at the time of the Board discussion of the item by indicating interest with a raised hand (in person or virtually). An item **not** listed on the agenda, but is a topic of concern within the board's jurisdiction, may be addressed during the open comment time at the end of the meeting. The Board may not respond to any comments **not** listed on the agenda, but may later place an appropriate item on the Board agenda for a future meeting. All comments should be limited to 3 minutes or less and the number of people addressing the Board concerning any one item may be limited due to time constraints.*

I. General Business (5 min)

- Call to order: 5:06 PM
 - Members present: Carla Critz, Linda Monnin, Jody Petersen
 - Administration and Secretary Present: Margie Rouge, Shari Smithson
 - Board Member introductions, applications, resignations, and re-designations. Notification of Jennifer Taylor's request to resign the board. Carla motioned that we do not accept the resignation until a replacement for her position can be found. Jody seconded. Unanimously agreed to wait for replacement before accepting the resignation.
 - Minutes of Previous Meeting: ([Attachment #1](#))
- Accepted by consent.

II. Informational Reports and Presentations:

- Educational Report: Shari Smithson, Educational Director (5 min)
Enrollment: Staff is stable. Some roles are shifting, but all are working as a team to keep the school running. Continuing on the process of completing a California credential for one of the teachers, but working under an emergency credential for now. Most spaces for students are full, a few spaces in classes or online.
Safety report: Covid report, ELC fire drill, cords are safely against walls in rooms.
School News: Will be cleaning up and fixing up the playground, then adding some play equipment.
- Leadership Team Report: Linda Monnin, Leadership Team member (5 min).
Crew meetings in action, and will be meeting again tomorrow. Talking about procedures, attendance, and clarification of policies.

III. Governance: Shari Smithson, Educational Director (15 min)

- Strategic Planning: Hiring Committee; Job Descriptions; Plans – have been researching hiring plans, hiring companies, and job descriptions. Connected with people to serve on the committee. Need to first make sure what we are really searching for.

IV. Business Reports:

- Consolidated Application: Bree Scott, Business Manager (10 min) (*Att. #2*)
ACTION REQUESTED: Jody motioned that we apply for the consolidated application and Linda seconded. Unanimous.
- Revised Budget: Margie Rouge, Executive Director (20 min) (*Att. #3*) Linda motioned, Jody seconded approval. Unanimously approved.

V. Open Comments from General Public: (please state name and position for the record – staff, parent, community member, etc.) (3 min per member) - None

VI. Agenda Items Requested for Consideration at a Future Board Meeting:
Comprehensive School Safety Plan

VII. Board Brown Act Governance Training: Carla Critz, Board President (15 min)
Training for the Board in legal operating procedures and responsibilities. Public may stay to attend if they wish, but no comments or questions from the public will be permitted. – tabled.

VIII. Adjournment & Confirmation of next meeting. 6:33 PM

The next meeting will be on Tuesday, *October 4, 2022*, at 5:00 PM, at the school offices, 330 E Street, Crescent City, CA 95531, and on Google Meet. Interested parties may join the meeting by simply clicking on the link available on the posted agenda.