

**Uncharted Shores Academy
MINUTES**

Regular Meeting of the USA Governing Board

Tuesday, September 9, 2025, at 5:00 PM
330 E Street, Crescent City, CA 95531

This meeting will be held in person, broadcast virtually and telephonically and will be accessible from remote viewing stations at all USA school sites.

The public may attend the meeting in person at 330 E. Street, Room 2, Crescent City, CA or by visiting remote viewing stations at the following USA schoolsites; 1492 Northcrest Dr., Crescent City, CA or 785 E. Washington Boulevard, Suite 10, Crescent City, CA.

The public may also view the meeting virtually by clicking on the Join Meeting link posted on the school website: <https://shoresacademy.com/the-board> or by logging in directly to the Google meet: Video call link: <https://meet.google.com/bax-vmkm-opa> Or dial: (US) +1 605-574-1290 PIN: 766 821 543#

*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 from the in-person audience, or virtually in the Google Meet. An item that is **not** listed on the agenda, but that is a topic of concern within the Board's jurisdiction, may be addressed during the open comment time. 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: Jennifer Mobley, Board President (10 minutes)**
 - Call to order: 5:07pm
 - Members present: Jennifer Mobley, Jill Munger, Sarah Anker, Linda Monnin
 - Administration present: Dan Cartwright, Anita Cumbra, BreeAnna Scott
 - Minutes of previous meetings (8/12/25): Attachments: [USA Board Meeting Minutes 8/12/25](#) **minutes accepted
- II. **Open Comments from General Public:** *for items NOT on the agenda (please state name and position for the record – staff, parent, community member, etc.) Each commenter is limited to 3 minutes. After a 30 minute comment period, open comments will be closed.*
- III. **Closed Session:** The board may, at its discretion, adjourn to closed session to discuss confidential personnel matters, business negotiations or confidential legal matters. **no closed session necessary
- IV. **Return to open session:** The board will report any board decisions made in closed session.
- V. **Informational Reports and Presentations:**
 - Educational Director: *Anita Cumbra* (5 minutes)

- Enrollment: 299 enrolled currently, some onshore openings
- Educational Events: Main Campus had Meet the Teacher for 2hrs the Friday before school started, ELC back to school was last night and well attended, offshore meeting with all of their families as well. We have a fully functioning TK program now and the report has been submitted to the state.
- Curriculum update: 2nd-5th is working on unifying math approach to best serve students. Carla will be facilitating a once a month math talk to help focus on essential standards and our approach. Amira has students rostered now and there will need to be training and administration. Love and Logic is being refreshed and taught to all staff. Corey is doing well with his new social studies curriculum. Some teachers have requested additional SIPPS materials.
- Business Director: *Bree Scott* (5 minutes)
 - Financial Report: Audit time has begun. Working on getting unaudited actuals done for presenting.
 - Human Resources Report: New teachers are doing very well!
- Executive Director: *Dan Cartwright* (5 minutes)
 - Facilities: Outside fencing at the ELC is done and groundskeeper has been notified to include that area as well. Admin is in communication with the city to change the conditional use permit to include portables instead of just stick built buildings including on the ELC property. Plans for the empty lot are in different phases of options that will be later presented to the Board for discussion and approval. Main campus fence around the playground is incredibly damaged and unsafe. Looking into options for repair.
 - Safety report: Fire drill went well.
 - 2025/26 Staffing Update: We are fully staffed.
 - USA/DNUSD Relations: Requesting we revisit the MOU with the district.
- Leadership Team Report: *Linda Monnin* (5 minutes)
 - No further report.

VI. **Board Member Term Expiration/Renewal-** (10 Minutes): (*USA Board*): Review of USA board member terms and possible renewal of expired member(s).
DISCUSSION/ACTION--Not needed at this time, but in December.

VII. **Board Bylaw Revisions-** (60 Minutes): (*USA Board*): Review of the board bylaws and proposed alterations/changes. Items to be covered: Bylaws Section 6.1 Advisory Committees that may be created to advise the Board; Leadership Crew, Parent Club, Finance Committee, etc. *Attachments: [2019 Posted USA Board Bylaws](#) [Bylaw revision proposed 6/23](#)* ***DISCUSSION/ACTION***

- ***2019 version- 6.1 Advisory-Use the full 2015 introductory paragraph***

- *Leadership Crew- Changing “Leadership Crew” to the title of “Leadership Council”*
- *Parent Club-Change “corporation” to “School”. With the potential to revisit later if it is decided to make it a separate entity.*
- ***Motion to approve the changes made to 6.1 Advisory Committees including changing “corporation” to “school” and “Leadership Crew” to “Leadership Council” with no changes to the 2015 version of the introductory paragraph. Motion-Linda Monnin **Second-Jennifer Mobley. **Motion carries*

BREAK: 10min

VIII. **2024/25 USA Unaudited Actuals Report-** (30 Minutes): (*Bree Scott, USA Board*): Review and acceptance of the 2024/25 USA Unaudited Actual Report. Due to Charter Authorizer DNUSD and CDE by September 15, 2025. *Attachments: [USA 24/25 Unaudited Actuals Report](#) DISCUSSION/ACTION*

- ***Motion to accept the 2024-2025 Unaudited Actuals Report. Motion-Linda Monnin Second- Jennifer Mobley*

IX. **Board Discussion Regarding Next Steps for Special Education at USA-** (30 Minutes) *Dan Cartwright*: Administration request for the USA Board to create a formal stakeholder advisory committee to advise USA on the future direction of Special Education at the school.

- Three options- Stay with DNUSD at the increased rate, go independent and we pay fully on our own as part of Humboldt Del Norte SELPA, or an Independent Charter School SELPA. Request to build an advisory committee to research and gain knowledge about all three options to present to the Board about all of the details possible before a decision can be made.
- Dan will reach out to staff to form an advisory committee to dive into all of the options prior to making a decision.

BREAK: 10min

X. **Brown Act Training** (60 minutes): *USA Board*. The USA Board will receive Brown Act Training. This is the second half of a 2 hour long, recorded webinar module series from the Charter Schools Development Center (CSDC). ***INFORMATION***

- *Module 3-5 completed to finish off this year’s Brown Act Training.*

XI. **Agenda Items Requested for Consideration at a Future Board Meeting:** Report on Athletics at USA- Scoreboard conversation and sports breakdown; Board Bylaw Revisions, Possible Budget Revision, Report on Special Education at USA, maps of the open property and what we would potentially sell. Bylaws to potentially include 6.2- all of article 7, water fountain update.

XII. **Adjournment & Confirmation of next meeting. Adjourned at 8:23pm.** The next regularly scheduled meeting of the Uncharted Shores Academy Board will be *October*

14, 2025 at 330 E. Street, Room 2, at 5:00pm Crescent City, CA or virtually from the following schoolsites; 1492 Northcrest Dr., Crescent City CA or 785 E. Washington Boulevard Suite 10, Crescent City CA. Interested parties may view the meeting simply by clicking on the link posted on the website.

Notices:

1. Appropriate issues may be requested to be placed on the agenda for board deliberation by submitting a written request to the Board President or Executive Director two weeks prior to the board meeting. Items which are considered to be of sufficient importance to the operation and governance of the school will be placed on a future agenda by the Executive Director in consultation with the Board President.
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.
3. Supporting documents for this agenda will be available at the Board meeting, may be found online, or may be requested from the school office prior to the meeting.
4. Minutes from previous meetings may be requested at the school office or printed from the school's website.
5. This agenda was posted at least 72 hours prior to the meeting, in accordance with the Brown Act.