**Uncharted Shores Academy**

**Regular Meeting of the USA Governing Board**

***Tuesday, October 13, 2026*, at 5:00 PM**
**330 E Street, Crescent City, CA 95531**

**MINUTES**

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 475 7th Street, 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: 5:00pm
- Members present: Jennifer Mobley, Jody Petersen, Linda Taber, Sarah Anker
- Administration present:Dan Cartwright, Anita Cumbra, CoRina Hendrickson, BreeAnna Scott
- Minutes of previous board meeting(s) for board review, discussion, possible correction and possible acceptance: *Attachments: Board Meeting Minutes-9/8/26 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. **Informational Reports and Presentations:**

- Educational Director: *Anita Cumbra* (5 minutes)
  - Enrollment: 313 total, 84 off, 229 onshore
  - Educational Events:
  - Curriculum update: No new updates

- Business Director: *Bree Scott* (5 minutes)
    - Financial Report:
    - Human Resources Report:

- Executive Director: *Dan Cartwright* (5 minutes)
    - Thank you to our new Special Education staff for helping to serve our kids and navigate our new program! Everyone is working together well.
    - Facilities: More information on the cost of getting in and setting up the new ORCA building in November. The ELC is in great shape building wise and when anything comes up they are handled in a timely manner. For the main campus there have been some evaluations of the building by the owners, but we are unsure on next steps or if any projects are planned. Dan is going to be reaching out to the church to talk about future leasing possibilities and what our plan would be moving forward. Door handles replaced and fixed in the second grade building. The back door by the 3rd grade classroom lock will also be replaced. A monitor will be installed by the middle door to show camera views of the outside just to increase safety.
    - Safety report:Tsunami evacuation and reunification happening next Wednesday, October 21st for the Main Campus. Teachers have been giving out information at conferences and more online and messaging will go out later this week. We may be the only school in the country who actively practice a tsunami evacuation and reunification process regularly.
    - USA/DNUSD Relations: Working on our MOU for tech such as AERIES and CalPADS systems with the County Office of Ed. Hoping this part will be done in the next few weeks.

- Leadership Team Report: *Linda Taber* (5 minutes)
    - 2nd grade to Howland Hill on October 30th, 2nd-5th grade did their first Student of the Month assembly, Mr. Andrew has taken two of his classes on field trips one to the blueberry farm and one to the Tolowa Dunes. 5th grade went to Sunset on a field trip. Whole school STEAM night on October 29th from 4:30-6:00pm. 5th/2nd grade buddies had their first meeting and it went well. Parent conferences are underway and everyone is working hard!

***BREAK:** 10min*

IV. **New Board Member Recruitment (60 minutes): (***USA Board).* The USA Board will review and discuss applications for open USA Board Positions. Those positions are (1) Parent/Family Representative and (1) Community Member Position. The board may choose to interview any candidate that is present at the meeting and may also take action and approve a new board member or members. Should it wish to, the board may

also use this as a recruitment for filling future vacancies (DISCUSSION/POSSIBLE ACTION).

- Motion to accept the Isaiah Wright into the Community Member position. Motion-Jody Petersen, Second-Jennifer Mobley, **motion carries

- Motion to accept Jean Thompson into the open Family Member position. Motion-Sarah Anker  Second- Jennifer Mobley **motion carries

V. **Brown Act and various other Mandated Board Training (60 minutes): (***USA Board, BreeAnna Scott).* The USA Board will receive Brown Act and other various mandated board training. This is the second half of a 2 hour long, recorded webinar module series from the Charter Schools Development Center (CSDC). To complete the training, board members will either need to log on themselves to the final modules, or the board will need to agendize a future meeting date for the second half of this training.

- Already completed
- Ethics training to be done at home

VI. **Approval of Uncharted Shores Academy 403(b) Plan Cycle 2 Restatement (20 Minutes):** *(BreeAnna Scott, USA Board).* The Governing Board will consider approval of the required Cycle 2 restatement of Uncharted Shores Academy's existing 403(b) Plan. The restatement updates the Plan documents to comply with current federal and IRS requirements. The restated Plan is effective October 1, 2026. The Board will also authorize BreeAnna Scott, Chief Business Officer, as the Authorized Representative to execute the restated Plan documents and take the necessary actions to implement the restatement. *Attachments: Board Documents- Cycle 2 403b Restatement*, Plan Adoption Agreement (PRESENTATION/DISCUSSION/POSSIBLE ACTION)

- Motion to approve the Cycle 2 restatement of the Uncharted Shores Academy 403(b) Plan, effective October 1, 2026, and authorize BreeAnna Scott, Chief Business Officer, as the Authorized Representative to execute the restated Plan documents and take all actions necessary to implement the restatement.

  Motion-Jennifer Mobley, Second-Sarah Anker **motion carries

VII. **Agenda Items Requested for Consideration at a Future Board Meeting:** Budget Update and possible Budget Revision, First Interim Financial Report, Annual Audit, Report on ORCA move, check in on Ethics training, SPED Director Report.

VIII. **Adjournment & Confirmation of next meeting:** Adjourned at **6:29pm.** The next regularly scheduled meeting of the Uncharted Shores Academy Board will be held on Tuesday, November 10, 2026, *at 330 E. Street, Room 2, Crescent City, CA or virtually from the following schoolsites; 1492 Northcrest Dr., Crescent City CA or 475 7th Street, Crescent City CA*. Interested parties may also view the meeting by clicking on the link posted on the school's website (www.shoresacademy.com).

**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.