

Uncharted Shores Academy
MINUTES
Regular Meeting of the USA Governing Board
Tuesday, March 11, 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 schoolsites.

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: 5:06 pm
- Members present: Jody Petersen acting president, Sarah Anker acting secretary, Jill Munger
- Administration present: Dan Cartwright, BreeAnna Scott, Anita Cumbra
- Minutes of previous meeting: Attachments: [USA Board Meeting Minutes-2/11/25](#)**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, the open comment period will be closed.

III. Special Presentation (10 Minutes) (Student Council) USA Student Council will make a special presentation to the USA School Board.

- video from student council shown about the current water fountain condition in hopes of gaining a new water fountain for the school
- Discussion about the possibility and cost. Possible fundraising for the purchase and installation
- More information needed from student council

IV. Executive Closed Session (30 Minutes): The board will adjourn to closed session to discuss confidential personnel and/or legal matters and/or contractual negotiations. No Executive Closed session.

V. **Return to open session:** The board will report any board decisions made in closed session.

- no closed session

VI. **Informational Reports and Presentations:**

- Educational Director: *Anita Cumbra* (10 minutes)
 - Enrollment: 284 students currently enrolled total. 209 onshore, 75 offshore
 - Educational Events: Spelling Bee happened Feb 25th. Two Uncharted School students placed. 2nd grade onshore student placed 1st in their division and a 5th grade offshore student took 3rd. Read Across America was Feb 28th also Dr. Seuss day at the ELC with green eggs and ham and other activities. LPAC testing for two students is currently still happening. Open House is Thursday night 3/13 from 5-7pm. Pie day is 3/14 with donated pies at the main campus. End of the school year BBQ has been secured at the Arts and Crafts building at the Fairgrounds. The VFW has been secured for the end of the year performances and 8th grade graduation
 - Curriculum Update: Renewed reading aides, Moby Max. Established Online reading comprehension quiz for the 3rd and 4th grade.
- Business Director: *Bree Scott* (10 minutes)
 - Business Operations Report: Operations are good
 - Human Resources Update: Part time testing proctor hired, and one volunteer testing proctor
- Executive Director: *Dan Cartwright* (10 minutes)
 - Facilities: Renewed lease on Main Campus
 - Safety: Drills are happening monthly
 - Staffing Updates: no current updates
- Leadership Team Report: *Linda Monnin* (10 Min) Leadership has been meeting and have been discussing a variety of topics.

BREAK: no break

VII. **Report On Open Enrollment- 2025/26 Enrollment Projections** (45 Minutes) (*Anita Cumbra*): USA Education Director Anita Cumbra will share information regarding Final Open Enrollment statistics, 2025/26 enrollment projections and potential implications. ***DISCUSSION ONLY***

- ***299 total projected enrollment for the 2025/26 school year. 222 onshore, 76 offshore. A full TK of 20 students are enrolled. A Kindergarten teacher position has been flown and applications have been received. Possibly looking for another part time homeschool teacher.***

- VIII. **USA Budget Revision** (60 Minutes) (*Bree Scott*): USA Business Director Bree Scott will present suggested budget revisions to the 2024/25 USA Budget, based on year end spending projections and USA's second Interim Financial Report presented to the board at the February meeting. *ATTACHMENTS:* [USA 24/25 Budget Revision- 3/11/25](#)

PRESENTATION/DISCUSSION/ACTION

- *Motion to accept the USA budget revisions for the 2024/25 budget : Jill Munger motion, Jody Petersen second **motion carried, revision accepted.*

BREAK:8 min. 6:52 pm resume session

- IX. **Board Bylaws-** (60 Minutes): (*USA Board*): Review of the board bylaws and proposed alterations/changes. Items to be covered: Bylaws regarding Secretary of the Board

ATTACHMENTS: [2019 Posted USA Board Bylaws](#) [Bylaw revision proposed 6/23](#)

DISCUSSION/ACTION

- *Move to table the bylaws until next time, Jill Munger motion, Sarah Anker second. Motion passed.*

- X. **Agenda Items Requested for Consideration at a Future Board Meeting:**

- A progress report on water fountain
- Board Bylaws for the secretary of the board

- XI. **Adjournment & Confirmation of next meeting.** The next regularly scheduled meeting of the Uncharted Shores Academy Board will be on 4/8/25, at 330 E. Street, Room 2, 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. Meeting adjourned at 6:58pm

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.