Uncharted Shores Academy Agenda
Regular Meeting of the USA Governing Board
Tuesday, *November 8, 2022*, at 5:00 PM
330 E Street, Crescent City, CA 95531

This meeting will be held both virtually and in person.
The public may join the meeting by clicking on the Join Meeting link posted on the school website: https://shoresacademy.com/the-board. Or may attend in person.

I. **General Business** (10 minutes)
- Call to order:
- Members present:
- Administration and Secretary Present:
- Minutes of Previous Meeting: (*Attachment #1*)
- New Potential Board Members Introduced: Jill Munger (*Attachment #2*), Marissa Northrup (*Attachment #3*) **Possible Action Item.**

II. **Informational Reports and Presentations:**
- Educational Report: Shari Smithson, Educational Director (5 minutes)
  - Immunization Report (K, 7th):
  - Safety report:
  - School Events:
- Leadership Team Report: Linda Monnin, Leadership Team member (5 minutes)
- State Testing Review: Margie Rouge, Executive Director (*Attach. #4*)- (5 min.)

III. **Governance** (1 hour)
- **Board adoption** of Transitional Kindergarten Teacher Requirements pursuant to California Department of Education and Education Code Section 48000(g). Each Local Educational Agency will determine the amount of professional experience in the classroom that is comparable to the 24 units of Early Childhood Education required by teachers teaching TK since July 1, 2015. Executive Director recommends 1 yr experience with preschool or TK = 24 ECE units. **Action Item.** *(Attachment #5)*
- **Proposed for approval**: 23-24 USA Calendar. **Action Item.** *(Attachment #6)*
- **Request for approval:** Contract for E-Rate Application. **Action Item.** *(Attachment #7)*
- **Emergency Plan**: Additional authorized signers approved for legal documents in the absence of the Executive Director: propose Business Manager and Educational Director. **Action Item.**
- **Proposed Principal:** Recruitment of principal for main campus to ease the load of the Executive Director. **Action Item.** *(Attachment #8)*
- **Administrative Positions Strategic Planning**: Evaluation of various plans for transitioning through the next few years to the final governance plan for the school. **Discussion Item.** (Attachment #9)

IV. **Business Reports:** (20 minutes)

- Predicted Cashflow for the year with the principal position included. (*Attachment #10*)
- First Interim Report: Financial report for the period from July 1, 2022 – October 31, 2022. (*Attachment #11*)

V. **Open Comments from General Public:** (please state name and position for the record – staff, parent, community member, etc.)

VI. **Agenda Items Requested for Consideration at a Future Board Meeting:**
- **E-Rate Policy Update:** Update of the E-Rate policy and agreement
- **Digital Filing System:** Contract with an E-file system for human resources
- **LCAP Survey Preparation Report**

VII. **Adjournment & Confirmation of next meeting.**
The next meeting will be on Tuesday, *December 13, 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 simply by clicking on the link posted on the website.

Notices:

1. 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.

2. 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.

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, may be found online, 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.