

**Uncharted Shores Academy
MINUTES**

Regular Meeting of the USA Governing Board

Tuesday, October 14, 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: 5:04pm
- Members present: Jennifer Mobley, Jill Munger, Sarah Anker, Linda Monnin, Jody Petersen
- Administration present: Dan Cartwright, Anita Cumbra, BreeAnna Scott
- Minutes of previous meetings (8/12/25): *Attachments: [USA Board Meeting Minutes 9/9/25](#) **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.

- N/A

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

- N/A

V. Informational Reports and Presentations:

- Educational Director: *Anita Cumbra* (5 minutes)
 - Enrollment: 303 total, 228 onshore, 75 offshore
 - Educational Events: Apple Press at the ELC and at STEAM Night was a big hit!
 - Curriculum update: Amira benchmark reading screener is in full progress. October is the month for the first benchmark and it is in progress. Add on social emotional curriculum called Zones of Regulation being launched soon.
- Business Director: *Bree Scott* (5 minutes)
 - Financial Report: Deb and Bree working on catching up the books from ordering in August and September. Matt has everything now to help tidy everything up and ready to finish the interim report. Audit is in progress and Ann, Deb and Bree are going through getting the auditor what they need.
 - Human Resources Report: Hired a couple of people to add to our sub list.
- Executive Director: *Dan Cartwright* (5 minutes)
 - Facilities: Nothing specific to report on facilities. Sarah got a Garden Grant from Whole Kids! The money is specifically for our garden. ELC and Main Campus got new toilets in some bathrooms. The ELC will need to be repainted at some point. Our lease is coming up on the ORCA building and the building has been sold to new owners. There is potential to move that space sooner rather than later, but nothing is set at this time. Different buildings have been looked at, but there is nothing that compares to what we have just yet.
 - Safety report: Tsunami reunification and evacuation drill for the main campus on October 22nd.
 - 2025/26 Staffing Update: No update.
 - USA/DNUSD Relations: We have received an updated MOU and our attorney will be going over it. Meetings set up for a focus group on options for future plans. Dan met with El Dorado Charter SELPA and asked questions to gain more knowledge to bring back to the table.
- Leadership Team Report: *Linda Monnin* (5 minutes)-STEAM Night went well and a great turnout, conference week is in full swing and volleyball season is over.

VI. Special Report on Athletics at USA- (30 Minutes): (*USA Athletic Director Kristie Perry*): Report by USA Athletic Director regarding USA student participation in interscholastic sports at USA, current Athletic expenditures including equipment/facilities, and future needs for USA Athletics. **REPORT/DISCUSSION**

- USA offers four sports throughout the school year. Volleyball runs the end of August-mid October. Girl's basketball runs mid October-to the end of December. Boy's basketball runs January-mid March. Co-ed of track runs Mid March-Mid May.
- For the last 3 years, USA sports have served roughly 50 students per school year.
- Thank you School Board! Funds spent on:
 - Approximately 12 each volleyballs, girl's basketballs and boy's basketballs
 - New volleyball net system!
 - 20 Volleyball jerseys
 - 25 girl's basketball uniforms
 - 25 boy's basketball uniforms
 - Heavy duty wagon for transporting equipment
 - \$500.00 for track training gear and equipment (note-track has had the opportunity to raise money by running the concession stand at a track meet for the last 3 years. Each time they have raised about \$500.)
 - Coaches! Each team is coached by a head coach and an assistant coach. Sometimes we get volunteers to help out as well.
 - WISH LIST: Padding behind basketball hoops, long jump pit, high jump pit, moveable stadium seating for spectators, scoreboard.
 - Why are sports important? Physical health, social and emotional benefits, cognitive abilities, future sports opportunities.

VII. Update on Potential Main Campus Drinking Fountain Project- (15 Minutes): *(Dan Cartwright)* Dan Cartwright provides USA Board with update regarding student council's request to install a new drinking fountain in the main campus hallway.

- Student Council would like to fundraise to cover the about \$3,500 cost to purchase and install a new drinking fountain.
- We still need permission from the church to see if it is a possibility.
- Would Primo water machines be a portable and more realistic options?
- Can it be a whole school fundraising effort to raise funds sooner?

BREAK: 10min

VIII. Board Bylaw Revisions- (60 Minutes): *(USA Board):* Review of the board bylaws and proposed alterations/changes. Items to be covered: Bylaw Sections 6.2 & Section 7

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

DISCUSSION/ACTION

- ***Motion to approve 6.2 Other Committees from the 2019 version with the correction of spelling on the word "publicising" and adding "etc." at the end. 6.3 approved as is from the 2015 version. *motion-Linda Monnin Second-Jennifer Mobley **MOTION CARRIES***
- ***Motion to approve 7.1, 7.2, and 7.3 from the 2019 version as is. *Motion-Jennifer Mobley, second-Sarah Anker **MOTION CARRIES***

- IX. **Review of current USA Real Estate Holdings-** (30 Minutes): *(Dan Cartwright):*
Review of real estate owned by USA, including maps and possible future proposals.
*Attachments: [USA 24/25 Unaudited Actuals Report](#) **DISCUSSION/ACTION(No action)***
- *Draft drawings were shared with potential layouts to section off the Washington property USA owns and the idea of adding modulars. For development, fees, etc it can be expected that the cost would be at least \$100,000 an acre to prepare. Admin talked to the city about a Conditional Use Permit to cover the purpose of using this land to work for our school using a modular set up if that is a route in the future.*
- X. **Agenda Items Requested for Consideration at a Future Board Meeting:**
Report on Athletics at USA- Scoreboard conversation and sports breakdown; Board Bylaw Revisions section 8, Possible Budget Revision, Report on Special Education at USA, filling vacant Board Member seat, Garden Grant, audit report, first interim financials.
- XI. **Adjournment & Confirmation of next meeting.** ADJOURNED AT 7:51pm The next regularly scheduled meeting of the Uncharted Shores Academy Board is on 11/18/25, at 5:00pm, at 330 E. Street, Room 2, 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.