

Uncharted Shores Academy Minutes
Regular Meeting of the USA Governing Board
Tuesday, April 9, 2024, at 5:00 PM
330 E Street, Crescent City, CA 95531

This meeting will be held in person and broadcast virtually.

The public may attend the meeting in person at 330 E. Street, Room 2, 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 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 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: Jody Petersen, Sarah Anker, Jenn Mobley, Jill Munger, Linda Monnin
- Administration present: Anita Cumbra, Dan Cartwright, Shari Smithson
- Minutes of previous meeting: Attachments: [Minutes 3/5/24](#) **minutes accepted

II. CLOSED SESSION: Current voting board members with Administrative Support as requested by board. USA Board, Bree Scott, Anita Cumbra **Begin 5:22pm

- Board Discussion and possible action regarding permanent employment of Interim Executive Director: USA Board, Bree Scott, Anita Cumbra.
- Return to open session & report on any action taken in closed session. **return 5:44pm
 - The Board came back from Closed Session and report the finding to hire Dan Cartwright for a contract from Apr 1, 2024 to June 2026 for \$133,000 annually.

III. Informational Reports and Presentations:

- Educational Director: Anita Cumbra (10 minutes)
 - Enrollment:
 - Educational Events: Family Dance was great! Well attended and everybody had a wonderful time. At the ELC Ms. Konnie brought in earth worms for the kids to learn about which ties into their musical they are learning. 3-8th gearing up for state testing to begin soon. Wi-fi is being worked on for gym use which will benefit groups in many ways. Ms. Kitty took 1st grade to radio station, Ms. Jessica is going to the museum, Mr. Hooper is working with parents to coordinate Howland Hill Outdoor School, 5th grade going to

Ashland in May, 8th graders going on a multi-day trip to CalPoly Humboldt. Track team has started! ELC has Smokey the Bear and a beekeeper coming.

- Curriculum update: Ms. Jessica is piloting a new language arts program called Wit and Wisdom which is a combination of reading to learn, thematic units, etc.
- Business Director: *Bree Scott* (10 minutes)
 - Monthly Cashflow Report: No new report.
 - 2024/25 Budget Development Report: In progress.
- Interim Executive Director: *Dan Cartwright* (10 minutes)
 - Facilities: Still working with the church on continuing our lease into the future.
 - Safety report: Safety committee meeting coming up this month.
 - 2024/25 Staffing Update: 4th grade position flown for next year. Working on contacts for full-service tech support to update materials, software etc.
 - 2024/25 LCAP Update: Meetings and survey information will be going out soon for parent, staff and student input.
- Leadership Team Report: *Linda Monnin* (10 Min)
 - 2-4 walking to the Kamome festival. STEAM night for Family Engagement Night on April 25th from 4:30-6:30pm.

IV. **Open Comments from General Public:** *for items NOT on the agenda* (please state name and position for the record – staff, parent, community member, etc.)

V. **Fundraising/Donation Policy (Policy number 01-24)-** (*Cartwright, Board*): Board will view draft fundraising/donation policy. (*Discussion/Possible Action*). See Attachment: [Draft Fundraising Policy](#)

- Added that any donations over \$500 will need to be accepted by the Board.
**Motion to approve the Fundraising Policy with the addition of “Donations over \$500 will need to be accepted by the Board. *Motion- Linda Monnin
Second- Jody Petersen

BREAK: *Snack items available 10min*

VI. **Board Bylaws- (USA Board):** Review of the board bylaws and proposed alterations/changes. Sections 4.2, 4.5-4.6 (*Discussion/Action*) [2019 Posted USA Board Bylaws](#) [Bylaw revision proposed 6/23](#)

- Motion to accept bylaws 4.2 and 4.6 as is, and 4.5 with the change of replacing “including” with “excluding” and with the removal of the final sentence starting with “To comply...”. *Motion Linda Monnin, Second-Jody Petersen **motion carries

VII. **Agenda Items Requested for Consideration at a Future Board Meeting:** *Board Bylaws:* Review of the board bylaws and proposed alterations/changes. Sections 4.7-4.9, donation acceptance of mural by Piece by Piece Pottery, and LCAP.

VIII. Adjournment & Confirmation of next meeting. Adjourned at 8:04pm

The next meeting will be *on Tuesday, May 14th 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.