

**Uncharted Shores Academy
MINUTES**

Regular Meeting of the USA Governing Board

**Tuesday, June 3, 2025, at 4:00 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: 4:24pm
- Members present: Linda Monnin, Jill Munger, Sarah Anker, Jennifer Mobley
- Administration present: Dan Cartwright, Anita Cumbra, BreeAnna Scott
- Minutes of previous meeting: Attachments: [USA Board Minutes 5-13-25](#)
**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. A letter was presented to the Board from a 7th grade student about the state of the scoreboard for sports.*

III. Closed Session: The board will adjourn to closed session to discuss confidential personnel matters. **No closed session needed at this time

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* (10 minutes)
 - Enrollment: No change from last month, 282 currently. Projected at 303 for 25-26 school year.
 - Educational Events: State Testing is done! End of the Year presentations are in preparation for next week. VFW hall is rented for the ELC play, 6-7 play and 8th grade graduation. Will need to remind families about limited parking in the area. Field trips in full swing.
 - Curriculum update: Curriculum purchased for Corey and his 6-8 Social Studies and language arts content. On the look out for a new SEL program for the 6-8 grades. Coordinating professional development on the Moby Max program.
- Business Director: *Bree Scott* (10 minutes)
 - Monthly Cashflow Report: Report later
 - 2024/25 Budget Development Report: Report later
 - Interviews are happening for the part time music and part time offshore teacher position(s)
- Executive Director: *Dan Cartwright* (10 minutes)
 - Facilities: Met with our realtor to discuss lease for additional space for use next school year. The strip mall that houses the ORCA has been sold to Sutter. Admin is keeping up with any updates or changes that this new ownership may bring.
 - Safety report: No new report
 - 2024/25 Staffing Update: Hired a full time kinder teacher for next year. Kristie will take over TK full time. Interviews are happening for music and offshore teacher part time options or wrapped into one position.
- Leadership Team Report: *Linda Monnin* (10 minutes)
 - No additional report

BREAK: 10min

- VI. 2025/26 USA Board Meeting Calendar (10 minutes):** *Jennifer Mobley, Board President & Linda Monnin, USA Board Secretary*: Development of 2025/26 Board Calendar for regularly scheduled board meetings. ***ACTION ITEM **Motion to approve the regular board meeting schedule being the second Tuesday of each month at 5:00pm with the exception of November moving it to the 18th due to a holiday conflict. *Motion Jennifer Mobley, second Jill Munger **MOTION CARRIES***
- VII. Board Approval of 2025/26 USA Administrator Work Year Calendar (10 minutes):** *Dan Cartwright, Executive Director*: Request for board approval of 2025/26 USA Administrator work calendar. ***ACTION ITEM- Calendar follows the regular***

*office calendar except Dan will return July 28th full time. **Motion to approve administrative work year calendar. *Motion-Jennifer Mobley, second-Jill Munger*
****MOTION CARRIES**

- VIII. **CDE Dashboard Local Indicators Report (10 minutes):** *Dan Cartwright, Executive Director.* The California Department of Education School Performance Dashboard must be updated annually by each school, and a report given to each school's local governing board before July 1. USA's 2025 Dashboard Local Indicator Report is attached.

ACTION ITEM/acceptance of report. [25/26 USA Local Indicator Attachment](#)

- *Motion to accept the CDE Dashboard Local Indicators Report.
**Motion-Jennifer Mobley, Second-Jill Munger **MOTION CARRIES
- Admin will bring this report template to the Leadership Team for consult earlier in the year for even further growth and feedback in addition to the LCAP report

- IX. **Education Protection Act (10 minutes):** Dan Cartwright, Executive Director: Request for using the revenue that is set aside by the State for specific purposes on credentialed teacher salaries. **ACTION ITEM.** [EPA Attachment](#)

- *Motion to approve the Education Protection Act. Motion-Jennifer Mobley, Second-Jill Munger. **MOTION CARRIES

BREAK: 10min

- X. **2025/26 USA Local Control & Accountability Plan (30 minutes):** *Bree Scott, Business Director; & Dan Cartwright, Executive Director.* 2025/25 LCAP presented for public hearing and comment, and board comment/acceptance. **ACTION ITEM**
ATTACHMENTS: [2025 USA LCFF Budget Overview](#) [2025/26 USA LCAP & Annual Update](#)

- Dan presented the LCAP with help from Bree on financials. *Motion to accept the 25-26 LCAP. *Motion-Jennifer Mobley, Second-Jill Munger.
**MOTION CARRIES

- XI. **Uncharted Shores Academy 25/26 Budget (30 minutes):** Bree Scott (Business Director) & Dan Cartwright (Executive Director). **ACTION ITEM.** [USA 2025-2026 Preliminary Budget - Board Meeting 6/3/2025](#)

- Bree and Dan both presented the 25-26 preliminary budget.
- **Motion to approve the 25-26 budget. *Motion-Jennifer Mobley
Second- Sarah Anker **MOTION CARRIES

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

- Scoreboard conversation and sports breakdown
- Prop 28 expenditure report
- Board Bylaws

- Brown Act Training if possible

XIII. Adjournment & Confirmation of next meeting. The next regularly scheduled meeting of the Uncharted Shores Academy Board will be *the second Tuesday, IN AUGUST, 8/12/25 at 4:00pm 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.

- Meeting adjourned 8:35pm

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.