

Uncharted Shores Academy Agenda
Regular Meeting of the USA Governing Board
Tuesday, June 20, 2023, at 4:00 PM
330 E Street, Crescent City, CA 95531

This meeting will be held in person and broadcast virtually.

The public may view the meeting by clicking on the Join Meeting link posted on the school website: <https://shoresacademy.com/the-board>. This meeting will only be broadcast for information. Any member of the public who wishes to participate in the meeting must do so in person.

*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 audience. 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 beginning 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.*

I. General Business

- Call to order:
- Members present:
- Administration and Secretary Present:
- Minutes of Previous Meeting: ([Attachment #1](#))

II. Informational Reports and Presentations:

- **Educational Report: Shari Smithson, Educational Director (5 minutes)**
 - Enrollment update:
 - Staff update:
- **Leadership Team Report: Linda Monnin, Leadership Team member**
School Events (5 minutes):

III. Governance:

- **Board Calendar meeting dates for next year confirmed. ACTION ITEM.**
- **Work Calendar Discussion led by Carla Waters, Board President, with Dan Cartwright, new Principal. (10 minutes)** Discussion of designating a specific number of days and times of required work days for administrative staff. Proposal suggested by Executive Director that admin, or admin representative, be present on campus the same designated days and times that the office is open for office staff (as indicated on the school calendar) and be present, or have a designated representative present, at all times that students are on campus for activities. Admin, as exempt employees, will be responsible for school operations and completing all necessary tasks at all times, even when not on campus or during scheduled work hours. **ACTION ITEM.**
- **LCAP Hearing and Discussion: Margie Rouge, Executive Director.** LCAP presented for open discussion with general public and the Board. **ACTION ITEM** ([Attachment #5 will be available for review 24 hours before meeting](#)) – (20 minutes)

- **Executive Director contract:** (5 minutes) Presentation by Board President of proposed contract for the period of July 1, 2023 – February 28, 2024. (.8 of annual contract) ACTION ITEM. ([Attachment #2](#))
- **Adjournment to Closed Session:** CONTRACT DISCUSSION (Gov. Code section § 54957) Proposed contract for Margie Rouge for the period of July 1, 2023 - February 28, 2024, ACTION ITEM.

Dismissed to Closed Session at:

- **Return to Open Session and Report of action taken in Closed Session**
- **Bylaws Discussion: Margie Rouge, Executive Director.** (10 minutes) Article I through Article III, section 3.3. Discussion, comparison between previous wording and proposed wording, revisions, and confirmation of acceptable language for the designated sections. **ACTION ITEM.** ([Attachments #3, #4](#))

IV. Business Reports: Bree Scott, Business Director with Margie Rouge, Executive Director (15 minutes)

- **Budget for 23-24 school year, with comparisons for last two years and projections for the following two years.** ACTION ITEM. ([Attachment #6](#))
- **Tax completion review and approval for sending to state** ([Attachment #7](#)) *will be available for review 24 hours before meeting* ACTION ITEM.

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

VI. Agenda Items Requested for Consideration at a Future Board Meeting:

VII. Adjournment & Confirmation of next meeting.

The next meeting will be on *Date and Time to be determined at the meeting*, at the school offices, 330 E Street, Crescent City, CA 95531, and on Google Meet. 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.