



Meeting Minutes

Name of Foundation: St. Johns Classical Academy, Inc.
Special Board Meeting Date: February 22, 2024
Board Meeting Location: SJCA Fleming Island Campus
Administration Building, Room 134
114 Canova Road, Fleming Island, FL 32003

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date: February 22, 2024

Start: 6:05 PM

End: 7:55 PM

Next Meeting: March 28, 2024

Next Time: 6:00 PM

Next Meeting Location: St. Johns Classical Academy
Fleming Island Campus
Academic Building, Room 134
114 Canova Road, Fleming Island, FL 32003

Prepared by: Michelle Rencarge, Ancora Management

Meeting Location: St. Johns Classical Academy
Fleming Island Campus
Academic Building, Room 134

Attended by: Geraldine Hartin, Mandy Hidalgo, Jim Horne, and Carlyle Martin

SJCA Representatives: Daniel (Matt) Johnson, Headmaster Fleming Island Campus,
Anthony (Tony) Bradley, Headmaster Orange Park Campus,

Absent: Keith Smith and Parent Liaison, Kendra Chaney

I. CALL TO ORDER, ROLL CALL

Pursuant to public notice, the meeting commenced at 6:05 PM with a Call to Order by Carlyle Martin. Quorum was established.

II. TIME CERTAIN ITEMS/PRESENTATIONS – NONE

III. PUBLIC COMMENTS – NONE

IV. APPROVAL OF MEETING MINUTES

A. Approval of the January 25, 2024 meeting minutes. The motion to approve the meeting minutes of January 25, 2024, was made by Jim Horne; and seconded by Geraldine Hartin. The motion passed 4-0.

V. CONSENT AGENDA: The motion to approve Consent Agenda Items A, C, D, F, G, H, I, and J, was made by Jim Horne; and seconded by Geraldine Hartin. The motion passed 4-0.

Consent Agenda Items B, E, and K were pulled for individual discussion and approval.

The motion to approve Consent Agenda Item B, was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion passed 4-0.

The motion to approve Consent Agenda Item E, was made by Jim Horne; and seconded by Geraldine Hartin. The motion passed 4-0.

The motion to approve Consent Agenda Item K, was made by Jim Horne; and seconded by Mandy Hidalgo. The motion passed 4-0.

- A. Orange Park Police – Off-Duty Contract through June 30, 2024 to increase hourly rate for off-duty officers.
- B. Orange Park Campus Signage, not to exceed \$60,000.
- C. Price Increase – Lake Doctors, Inc. Water Management Program Renewal at Fleming Island Campus to \$144.00 monthly from \$140.00, effective March 1, 2024.
- D. Update to the Family and Scholar Handbook for clarification on scholar absences where they have three days to submit legitimate, written documentation for an excused absence.
- E. YMCA Summer Camp to be held at the Orange Park Campus for a \$100 daily reimbursement to the school for utilities and such.
- F. Student Fee Schedule for both campuses due annually to Clay County District Schools by March 1st.
- G. Annual Enrollment Capacity for both campuses due annually to Clay County District Schools by March 1st.
- H. Updated Phase I Environmental Site Assessment Proposal with UES for the Fleming Island Campus Gymnasium Project for a total of \$2,525.00.
- I. Right-of-Way Easement with Clay Electric Cooperative, Inc. for the Fleming Island Gymnasium Project.
- J. Conflict of Interest Policy in accordance with 496.4055(2), F.S. for current and future Governing Board Members.
- K. Budget Amendment for Custodial Equipment; \$10,000 (\$5,000 per campus) for a twenty-eight-inch floor stripper to be used at Fleming Island Campus and a scrubber to be used at the Orange Park Campus.

VI. ANCORA MANAGEMENT REPORTS

- A. Strategic Oversight Calendar
- B. Monthly Financial Reports
 - 1. Fleming Island Campus Financial Report (January 2024)
 - 2. Orange Park Campus Financial Report (January 2024)
- C. Ancora Management Updates
 - 1. Amended SJCA By-Laws (draft for review)

VII. HEAD OF SCHOOLS REPORTS

- A. Fleming Island Campus – Headmaster Johnson
 - 1. Referral/Discipline Summary Report
 - 2. Enrollment Report
- B. Orange Park Campus – Headmaster Bradley
 - 1. Referral/Discipline Summary Report
 - 2. Enrollment Report

VIII. UNFINISHED BUSINESS (Chairman) – NONE

IX. NEW BUSINESS (Chairman)

A. Procurement Policy Statement for Charter Schools – Tabled for future meeting.

- X. Fleming Island Campus: Headmaster Johnson requested approval to add an additional history teaching position starting in the 2024/2025 school year to comply with Senate Bill 1054, *Dorothy L. Hukill Financial Literacy Act*, which requires all high school students to take a financial literacy course to receive a standard high school diploma. The motion to approve an additional history teaching position starting in the 2024/2025 school year to comply with Senate Bill 1054, *Dorothy L. Hukill Financial Literacy Act*, was made by Jim Horne; and seconded by Mandy Hidalgo. The motion passed 4-0.

XI. BOARD MEMBER COMMENTS

- XII. ADJOURNMENT: The motion to adjourn was made by Jim Horne; and seconded by Mandy Hidalgo. The motion passed 4-0. Meeting adjourned at 7:55 PM



Geraldine Hartin, Board Secretary

March 7, 2024

Date