



Meeting Minutes

Name of Foundation: St. Johns Classical Academy, Inc.
Board Meeting Date: April 25, 2024
Board Meeting Location: SJCA Fleming Island Campus Cafeteria
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: April 25, 2024
Start: 6:06 PM
End: 7:36 PM

Next Meeting: May 23, 2024
Next Time: 6:00 PM
Next Meeting Location: St. Johns Classical Academy
Fleming Island Campus Cafeteria
114 Canova Road, Fleming Island, FL 32003

Prepared by: Michelle Rencarge
Meeting Location: St. Johns Classical Academy
Fleming Island Campus Cafeteria

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

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

Absent: Jim Horne, Keith Smith, and Parent Liaison, Kendra Chaney

I. CALL TO ORDER, ROLL CALL

Pursuant to public notice, the meeting commenced at 6:06 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 March 28, 2024 board meeting minutes. The motion to approve the board meeting minutes of March 28, 2024, was made by Mandy Hidalgo; and seconded by Geraldine Hartin. The motion passed 3-0.

V. CONSENT AGENDA: The motion to approve Consent Agenda Items A, B, C, E, and F, as listed below, was made by Mandy Hidalgo; and seconded by Geraldine Hartin. The motion passed 3-0. Items D and G were pulled for individual voting.

A. Member School Agreement between St. Johns Classical Academy Orange Park and Hillsdale College, through its K-12 Education Office for a term of five (5) calendar years from June 30th of the calendar year of the Effective Date, or until such time as the License is terminated in accordance with the terms of the Agreement.

- B. Correction to the 2024/2025 school calendar to correct the date of the Annual Winter Dinner from February 3, 2025 to February 7, 2025.
- C. Waste Management Contract Cancellation for Fleming Island Campus. Due to a significant rate increase (20%), the monthly cost with Waste Management rose from \$830 monthly to \$1,145 monthly. This rate increase was accepted because the account is autopay and the new payment amount was made, thereby accepting the new rate. Trust Environmental submitted a proposal to Waste Management with an exit strategy, resulting in a buyout of the current contract and savings over the term of the current contract of \$1,600. Since SJCA is a member of a co-op dedicated to the protection of the environment, SJCA will have an on-going reduction of 20%.
- E. Fleming Island Campus – 2024/2025 K-12 Comprehensive Evidence-Based Reading Plan
- F. Orange Park Campus – 2024/2025 K-12 Comprehensive Evidence-Based Reading Plan
- D. School Resource Officer for 2024/2025 School Year.

The motion to approve a School Resource Officer starting in the 2024/2025 school year at the Orange Park Campus with the Orange Park Police Department funded by safe school funds, 1 mil, and operating funds was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion passed 3-0.

Fleming Island Campus will continue utilizing an off-duty officer with the Clay County Sheriff's Office for the 2024/2025 school year. Fleming Island Campus will revisit the potential of a School Resource Officer for the 2025/2026 school year on a future date.

- G. 2022/2023 IRS Form 990. No action required – informational purposes only.

VI. ANCORA REPORTS

- A. Monthly Financial Reports
 - 1. Fleming Island Campus Financial Report
 - 2. Orange Park Campus Financial Report
- B. Strategic Oversight Calendar
- C. Ancora Updates
- D. School Perceptions Survey
- E. Review of 2024 Board Preparation Calendar

VII. HEAD OF SCHOOLS REPORTS

- A. Fleming Island Campus; Mr. Daniel Johnson
 - 1. Enrollment Report
 - 2. Referral / Discipline Summary Report
- B. Orange Park Campus; Mr. Anthony Bradley
 - 1. Enrollment Report
 - 2. Referral / Discipline Summary Report

VIII. UNFINISHED BUSINESS (Chairman)

- A. Grade Expansion for the Orange Park Campus. No action required – discussion only.
- B. Procurement Policy Statement Charter Schools. The motion to approve the Procurement Policy Statement as presented was made by Mandy Hidalgo; and seconded by Geraldine Hartin. The motion passed 3-0.
- C. Miscellaneous Discussion Items - No action required – discussion only.
 - 1. Annual fundraising
 - 2. Summer camps
 - 3. Future building plans for the Orange Park Campus
 - 4. Debt service as a percentage of cash flow.

IX. NEW BUSINESS (Chairman)

- A. Approval of issuing a Five-Year Temporary Adjunct Instructor Certification at the Orange Park Campus. The motion to approve a Five-Year Temporary Adjunct Instructor Certification to Mr. Bryon A. Guy, in K-12 Physical Education, in conjunction with SJCA governing board approval on November 30, 2023, and in accordance with Florida Statute 1012.57 that was amended in May 2023, allowing charter school governing boards to issue adjunct teaching certificates, subject to specific requirements and who fulfills the requirements of s. 1012.56(2)(a)-(f) and (11), including having expertise in the subject area to be taught, was made by Mandy Hidalgo; and seconded by Geraldine Hartin. The motion passed 3-0.
- B. Request for Additional Personnel for the 2024/2025 school year at the Fleming Island Campus. The motion to approve the following positions was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion passed 3-0.
 - 1. Additional upper school math teacher
 - 2. Curriculum coach teacher
 - 3. Changing the part-time physical education position to a full-time physical education teacher
 - 4. Adding Dean of Campus Life duties to an upper school history teacher's job description, including paying additional compensation for the extra class period
 - 5. Changing job description and title for current Academic Advisor to Director of Academic Resources, which includes additional job duties.
 - 6. Revising job description for Academic Advisor (Licensed Mental Health Counselor) approved November 30, 2023 to Academic Advisor, removing the Licensed Mental Health Counselor duties as part of the job description.
- C. Modifications to the SJCA Family and Scholar Handbook for clarification of Orange Park Campus K-6 uniforms starting in the 2024/2025 school year. The motion to approve modifications to the SJCA Family and Scholar Handbook for clarification to the K-6 uniforms at the Orange Park Campus, where K-6th grades will remain as wearing grammar school (light/powder blue) uniforms, was made by Mandy Hidalgo; and seconded by Geraldine Hartin. The motion passed 3-0.

X. BOARD MEMBER COMMENTS

XI. UPCOMING MEETINGS

Monthly Governing Board Meeting

May 23, 2024, 6:00 p.m. – 8:00 p.m.

Location: 114 Canova Road, Fleming Island, FL 32003

- XII. ADJOURNMENT: The motion to adjourn was made by Mandy Hidalgo; and seconded by Geraldine Hartin. The motion passed 3-0. Meeting adjourned at 7:36 PM.



Geraldine Hartin, Board Secretary

May 23, 2024

Date