

Meeting Minutes

Name of Foundation: St. Johns Classical Academy, Inc.
Board Meeting Date: June 27, 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: June 27, 2024
Start: 6:05 PM
End: 8:11 PM

Next Meeting: July 25, 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 (arrived at 6:08 PM), Mandy Hidalgo, Jim Horne, and Keith Smith

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

Absent: Carlyle Martin; Kendra Chaney, Parent Liaison, Fleming Island Campus; and Alisha Theisen, Parent Liaison, Orange Park Campus

I. CALL TO ORDER, ROLL CALL

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

II. TIME CERTAIN ITEMS/PRESENTATIONS – NONE

III. PUBLIC COMMENTS – NONE

IV. APPROVAL OF MEETING MINUTES

- A. Approval of the May 23, 2024 board meeting minutes. The motion to approve the board meeting minutes of May 23, 2024, was made by Jim Horne; seconded by Mandy Hidalgo. The motion passed 3-0.
- B. Approval of the June 7, 2024 special board meeting minutes. The motion to approve the special board meeting minutes of June 7, 2024, was made by Jim Horne; seconded by Mandy Hidalgo. The motion passed 3-0.
- C. Approval of the amended March 28, 2024 board meeting minutes. The motion to approve the amended board meeting minutes of March 28, 2024, was made by Jim Horne; seconded by Mandy Hidalgo. The motion passed 4-0.

V. CONSENT AGENDA: The motion to approve Consent Agenda Items A-M, as listed below, was made by Jim Horne; seconded by Mandy Hidalgo. The motion passed 4-0.

- A. Approval of the Child Nutrition Program Agreement for 2024/2025 school year required for participation in the National School Lunch Program.
- B. Approval of a five-year adjunct teaching certificate for Coni Mobley, K-6, Orange Park Campus.
- C. Approval of a five-year adjunct teaching certificate for David Bush, K-6, Fleming Island Campus.
- D. Approval of Volunteer School Chaplains policy (House Bill 931), June 2024.
- E. Approval of Employee Progressive Discipline Policy, June 2024.
- F. Approval of policy on School Safety (Marjory Stoneman Douglas High School Public Safety Act, Rule 6A-1.0018, FAC, Rule 6A-1.0017 FAC), June 2024, that is considered confidential and exempt from disclosure under the Public Records Act, pursuant to Section 119.071(3), Florida Statutes.
- G. Approval of revised Employee Handbook for the 2024/2025 school year.
- H. Approval of MySchoolBucks / Mosaic Renewal for the 2024/2025 school year (effective dates October 1, 2024 through July 31, 2025, total cost \$2,166.01).
- I. Approval of Clay County Sheriff's Office Memorandum of Understanding for access to Orange Park Campus Cameras for a period of five (5) years, unless terminated earlier by either party.
- J. Approval of Ameris Bank Drawdown Wire Agreement for payroll purposes with Applied Business Solutions/HR Delivered.
- K. Approval of Youth Crisis Center Memorandum of Understanding (MOU) for the 2024/2025 school year for both Fleming Island and Orange Park Campuses. MOU provides four (4) hours each week of licensed mental health services to the scholars, providing a mental health counselor at the Florida model monthly threat assessment meetings, and providing on-call services as needed at no charge to the schools.
- L. Approval of a Pool Substitute Position at the Fleming Island Campus.
- M. Approval of the letters to the Clay County Sheriff's Office and the Orange Park Police Department requesting off-duty officers for the 2024/2025 school year.

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. Orange Park Campus Expansion Discussion

VII. HEAD OF SCHOOLS REPORTS

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

VIII. UNFINISHED BUSINESS (Vice Chairman)

- A. Dana B. Kenyon Request for Change Order: Addition of site work at Area "A" and the Legg Property (Fleming Island Campus). The motion to approve the

bid from East Coast Site & Utilities for the work to be completed at Area “A” and the Legg Property for the total of \$470,033, was made by Jim Horne; and seconded by Geraldine Hartin. The motion passed 4-0.

IX. NEW BUSINESS (Vice Chairman)

- A. SJCA Governing Board of Directors Annual Meeting The motion to appoint Vice Chairman/Chair Elect Keith Smith to serve as the Chairman effective June 27, 2024 was made by Mandy Hidalgo; seconded by Geraldine Hartin. The motion passed 3-0; Keith Smith abstained. The motion to appoint Geraldine Hartin as the Chair Elect, effective June 27, 2024 was made by Jim Horne; seconded by Mandy Hidalgo. The motion passed 3-0; Geraldine Hartin abstained.
- B. May 2024 results of School Perceptions survey – tabled to old business for the July 25, 2024 board meeting.
- C. Annual stipend for retired teachers who return to the classroom and classical education homeschool teachers. The motion to approve a \$2,000 annual stipend for retired teachers who return to the classroom and the approval of a modest three-step pay increase to those newly hired teachers who have experience in a cooperative homeschool setting (i.e. leading Classical Conversations) with at least five years of teaching experience, including Headmaster approval (case by case basis) was made by Jim Horne; seconded by Mandy Hidalgo. The motion passed 4-0.
- D. Exit survey initiative for staff and families. The motion to approve Option A as presented proceeding with the exit surveys for those who have already left St. Johns Classical Academy was made by Jim Horne; seconded by Mandy Hidalgo. The motion passed 4-0.
- E. Electrical bid for Orange Park Campus electrical sign board – tabled for future meeting.

X. BOARD MEMBER COMMENTS

- A. Mr. Smith informed the Board that the Clay County Sheriff’s Office investigation conducted on a faculty member during the 2023/2024 school year has been closed with no findings or additional actions to be taken. The Board did ask that the Headmaster to continue to mentor and observe this faculty member going into the next school year.

XI. UPCOMING MEETINGS

Monthly Governing Board Meeting
July 25, 2024, 6:00 p.m. – 8:00 p.m.
Location: 114 Canova Road, Fleming Island, FL 32003

- XII. ADJOURNMENT: The motion to adjourn the meeting was made by Jim Horne; seconded by Geraldine Hartin. The motion passed 4-0; meeting adjourned at 8:11 PM.

Geraldine Hartin
Geraldine Hartin (Aug 5, 2024 13:08 EDT)
Geraldine Hartin, Board Secretary

July 25, 2024
Date

Signature: Geraldine Hartin
Geraldine Hartin (Aug 5, 2024 13:08 EDT)

Email: geraldine.hartin@stjca.org

2024.06.27 Board Meeting Minutes

Final Audit Report

2024-08-05

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