Board Meeting Minutes

Name of Foundation:	St. Johns Classical Academy, Inc.
Board Meeting Date:	December 12, 2024
Board Meeting Location:	St. Johns Classical Academy 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: December 12, 2024
Start: 6:03 PM
End: 7:40 PM

Next Meeting: January 23, 2025
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
Attended by:	Geraldine Hartin (via phone), Mandy Hidalgo, Jim Horne, and Keith Smith
Absent:	Carlyle Martin
SJCA Representative:	Carole McCullough, Head of School Fleming Island Campus Anthony Bradley, Headmaster Orange Park Campus
Parent Liaisons:	Kendra Chaney, Fleming Island Campus; and Alisha Theisen, Orange Park Campus

I. CALL TO ORDER, ROLL CALL
   - A. Call to Order. Pursuant to public notice, the meeting commenced at 6:03 PM with a Call to Order by Chairman Keith Smith. Quorum was established.
   - B. Attendance – Keith Smith
   - C. Pledge of Allegiance – Keith Smith
   - D. Invocation / Prayer – Anthony Bradley
   - E. Reading of the Mission Statement – Anthony Bradley

II. TIME CERTAIN ITEMS / PRESENTATIONS
   - A. Outstanding Scholar Recognition – Keith Smith presented to Class of 2025 Senior Scholar Kiah Doughty a plaque in recognition of for her athletic scholarship and acceptance to Hillsdale College

III. PUBLIC COMMENTS –Faculty Members: Amber Futch, Rita Lambert, RN, Jennifer Kiep, Kelli Freeman, Julie Morro, and Kelly Arnett.

IV. APPROVAL OF THE MINUTES – The motion to approve the board meeting minutes of October 24, 2024, was made by Jim Horne; and seconded by Mandy Hidalgo. The motion passed 4-0.

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

   - A. Tree Removal (Orange Park Campus)
   - B. Single Audit Report (draft)

C. SJCA Nepotism Policy
D. SJCA Upper School Course Guide

VI. PERSONNEL CONSENT AGENDA: The motion to approve the Personnel Consent Agenda as listed below was made by Mandy Hidalgo; and seconded by Jim Horne. The motion passed 4-0.

A. Personnel Changes for FY 2024/2025 (July 1, 2024 – December 2, 2024)

VII. 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

VIII. HEAD OF SCHOOLS REPORTS
A. Fleming Island Campus; Mrs. Carole McCullough
1. Referral / Discipline Summary Report
2. Enrollment Report

B. Orange Park Campus; Mr. Anthony Bradley
1. Referral / Discipline Summary Report
2. Enrollment Report

IX. UNFINISHED BUSINESS (Chairman)
A. Fleming Island Campus – Head of School Position. Mrs. Carole McCullough expressed her interest in removing the title of Interim Head of School and becoming Head of School at the Fleming Island Campus going forward. After Board discussion, if the posting of this position is not required to be publicly advertised first, the motion to submit Mrs. McCullough's name to Hillsdale as the next Head of School candidate for St. Johns Classical Academy Fleming Island Campus was made by Jim Horne; and seconded by Geraldine Hartin. The motion passed 4-0.

X. NEW BUSINESS (Chairman)
A. Fleming Island Campus Fine Arts Department Needs – Mrs. Cassie Crosby, Fine Arts Director, presented to the Board the needs at the Fleming Island Campus in order to have a successful Fine Arts Department. NO ACTION REQUIRED – more to come in future meetings.
B. After-School Tutoring (Fleming Island and Orange Park Campuses). The motion to approve funding after-school tutoring at both campuses for scholars scoring a Level 1 and/or a Level 2 in PM1 and PM2 testing during the 2024/2025 school year, for a total amount of $12,800 ($6,400 at each campus) was made by Mandy Hidalgo; and seconded by Jim Horne. The motion passed 4-0.
C. Fleming Island Campus Third-Party Cleaning Services. After discussion, the motion to approve as presented by staff for the company, Coverall to become the after-hours cleaning service at the Fleming Island Campus was made by Jim Horne; and seconded by Mandy Hidalgo. The motion passed 4-0.
D. Orange Park Campus Electrical Work. The motion to approve the necessary electrical service work completed due to a tripping breaker that began on November 21, 2024, which supports the office lighting, office printer and the WiFi for the school completed by Essential Electric in the amount of

$1,345.00, was made by Jim Horne; and seconded by Mandy Hidalgo. The motion passed 4-0.

A. Fleming Island Campus – Athletic Building Renovations (current locker room). The motion to approve up to $45,000 for remodeling the current athletic building to be completed over winter break to become the Fleming Island Campus' new main entrance, with a new visitor conference room, and office space was made by Mandy Hidalgo; and seconded by Jim Horne. The motion passed 4-0.

XI. BOARD MEMBER COMMENTS

XII. UPCOMING MEETINGS
Monthly Governing Board Meeting
January 23, 2025, 6:00 p.m. – 8:00 p.m.
Location: 114 Canova Road, Fleming Island, FL 32003

XIII. ADJOURNMENT: The motion to adjourn the meeting was made by Jim Horne; seconded by Mandy Hidalgo. The motion passed 4-0; the meeting adjourned at 7:40 PM.

Geraldine Hartin, Board Secretary

January 23, 2025
Date