**Board Meeting Minutes**

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| Name of Foundation: | St. Johns Classical Academy, Inc. |
| Board Meeting Date: | January 23, 2025 |
| Board Meeting Location: | St. Johns Classical Academy<br>Fleming Island Campus Cafeteria<br>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: January 23, 2025
Start: 6:06 PM
End: 7:43 PM

Next Meeting: February 27, 2025
Next Time: 6:00 PM

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| Next Meeting Location: | St. Johns Classical Academy<br>Fleming Island Campus Cafeteria<br>114 Canova Road, Fleming Island, FL 32003 |
| Prepared by: | Michelle Rencarge |
| Attended by: | Geraldine Hartin, Mandy Hidalgo, Jim Horne, Carlyle Martin, and Keith Smith |
| SJCA Representative: | Carole McCullough, Head of School Fleming Island Campus<br>Anthony Bradley, Headmaster Orange Park Campus |
| Parent Liaisons: | Kendra Chaney, Fleming Island Campus (via phone); and<br>Alisha Theisen, Orange Park Campus |

I. CALL TO ORDER, ROLL CALL
   A. Call to Order. Pursuant to public notice, the meeting commenced at 6:06 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 – Carole McCullough

II. TIME CERTAIN ITEMS / PRESENTATIONS - NONE

III. PUBLIC COMMENTS – Hillsdale College Representative: Becky Lincoln; Faculty Member: Jennifer Kiep

IV. APPROVAL OF THE MINUTES – The motion to approve the board meeting minutes of December 12, 2024, was made by Jim Horne; and seconded by Carlyle Martin. The motion passed 5-0.

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 5-0.

   A. Revised: 2025-2026 School Calendar
   B. SJCA Proposed Fee Schedule 2025-2026 v1.0
   C. Annual Enrollment Capacity 2025-2026

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 5-0.

A. Personnel Changes for FY 2024/2025 (December 13, 2024 – January 23, 2025)

VII. ANCORA REPORTS

A. Monthly Financial Reports
   1. Fleming Island Campus Financial Report (November 2024)
   2. Fleming Island Campus Financial Report (December 2024)
   3. Orange Park Campus Financial Report (November 2024)
   4. Orange Park Campus Financial Report (December 2024)

B. Strategic Oversight Calendar

C. Ancora Updates

D. Out of Field Teachers (Fleming Island and Orange Park Campuses)

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 – NONE

X. NEW BUSINESS (Chairman)

A. Campus Resource Officers / Fidelity Security Information – NO ACTION REQUIRED – Discussion Only.

B. Dental Care for Scholars. The motion to approve providing free or billed dental screenings for those scholars who do not have dental coverage, are on Medicaid or Chip, or who have dental coverage with an outside vendor to be held on campus was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion failed 2-3 with Jim Horne, Carlyle Martin, and Keith Smith dissenting.

C. Job Descriptions / Allocations at the Fleming Island Campus – NO ACTION TAKEN – tabled for future meeting.

D. Proposed P-Card Policies and Procedures Manual. The motion to approve as presented the P-Card (purchasing card) Policies and Procedures Manual was made by Jim Horne; and seconded by Carlyle Martin. The motion passed 5-0.

E. Additional money for after-school tutoring (Fleming Island and Orange Park Campuses). The motion to approve additional funding for 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 $13,600 ($10,000 for Fleming Island Campus and $3,600 for Orange Park Campus) was made by Jim Horne; and seconded by Geraldine Hartin. The motion passed 5-0.

F. Irrigation Repair Quote at the Orange Park Campus. After discussion, the motion to approve N.F. Preferred Home Service to replace the existing Hunter series rotors with Rainbird 5000 series rotors on the soccer field, in the amount of $1,400, was made by Jim Horne; and seconded by Carlyle Martin. The motion passed 5-0.

G. Gate Replacements at the Fleming Island Campus. After discussion, the motion to approve as presented by staff Armstrong Fence Company to replace the existing ingress/egress gates at the Fleming Island Campus in the amount of $54,300, was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion passed 5-0.

H. Fleming Island Campus electrical work for the new replacement gates. The motion to approve an electrician not to exceed $10,000 for the electrical work necessary for the replacement gates was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion passed 5-0.

XI. BOARD MEMBER COMMENTS

XII. UPCOMING MEETINGS
Monthly Governing Board Meeting
February 27, 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 5-0; the meeting adjourned at 7:43 PM.

Geraldine Hartin
Geraldine Hartin (Mar 3, 2025 14:46 EST)

Geraldine Hartin, Board Secretary

February 27, 2025
Date

# 2025.01.23 Board Meeting Minutes_1

Final Audit Report 2025-03-03

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|---|---|
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