



Board Meeting Minutes

Name of Foundation: St. Johns Classical Academy, Inc.
Board Meeting Date: April 22, 2025
Board Meeting Location: St. Johns Classical Academy
Orange Park Campus Gymnasium
1324 Kingsley Avenue, Orange Park, FL 32073

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 22, 2025
Start: 4:08 PM
End: 5:18 PM

Next Meeting: May 22, 2025

Next Time: 4:00 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 (arrived at 5:08 PM), Mandy Hidalgo, Carlyle Martin, and Keith Smith

Absent: Jim Horne

SJCA Representative: Carole McCullough, Head of School Fleming Island Campus
Anthony Bradley, Headmaster Orange Park Campus

Parent Liaisons: Kendra Chaney, Fleming Island Campus (via phone)
Alisha Theisen, Orange Park Campus

- I. CALL TO ORDER, ROLL CALL
 - A. Call to Order. Pursuant to public notice, the meeting commenced at 4:08 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 – Mr. Bradley introduced Mrs. Sylvia Mencner as the Florida Consortium of Public Charter Schools Champion Award Winner. Mrs. Mencner was also the 2024/2025 Teacher of the Year at the Orange Park Campus.
- III. PUBLIC COMMENTS – Parents from the Orange Park Campus: Christina Thomas, Nicole Capps, and Staci Harding.
- IV. ADOPTION OF THE AGENDA – The motion to approve the adoption of the agenda for April 22, 2025 was made by Carlyle Martin; and seconded by Mandy Hidalgo. The motion passed 3-0.
- V. APPROVAL OF THE MINUTES – The motion to approve the board meeting minutes of March 27, 2025, was made by Mandy Hidalgo; and seconded by Carlyle Martin. The motion passed 3-0.

- VI. CONSENT AGENDA: The motion to approve Consent Agenda items A, B, C, and D, as listed below, was made by Carlyle Martin; and seconded by Mandy Hidalgo. The motion passed 3-0.
- A. Classical Education Teaching Certificates
 - B. Fleming Island Campus Leadership Team 2025/2026
 - C. University of Florida Teacher Intern Agreement
 - D. Florida Virtual Academy (FLVS) Agreement
- VII. PERSONNEL CONSENT AGENDA: The motion to approve the Personnel Consent Agenda as listed below was made by Mandy Hidalgo; and seconded by Carlyle Martin. The motion passed 3-0.
- A. Personnel Changes for FY 2024/2025 (March 2025)
- VIII. ANCORA REPORTS
- A. Monthly Financial Reports
 - 1. Fleming Island Campus Financial Report (March 2025)
 - 2. Fleming Island Campus Credit Card Statements (March 2025)
 - 3. Orange Park Campus Financial Report (March 2025)
 - 4. Orange Park Campus Credit Card Statements (March 2025)
 - B. Strategic Oversight Calendar
 - C. Ancora Updates
- IX. HEAD OF SCHOOLS REPORTS
- A. Fleming Island Campus; Mrs. Carole McCullough
 - 1. Referral / Discipline Summary Report
 - 2. Enrollment / Withdrawal Reports
 - B. Orange Park Campus; Mr. Anthony Bradley
 - 1. Referral / Discipline Summary Report
 - 2. Enrollment / Withdrawal Reports
- X. UNFINISHED BUSINESS – NONE
- XI. NEW BUSINESS (Chairman)
- A. Website Redevelopment for St. Johns Classical Academy. After discussion, the motion to approve the agreement with StudioCRA, a marketing agency, in the amount of \$7,350 for the initial project, \$299.99 monthly recurring fee and \$120 for annual SSL, was made by Mandy Hidalgo; and seconded by Carlyle Martin. The motion passed 3-0.
 - B. Fleming Island Campus Trust Environmental Services Contract – After discussion, the motion to approve the agreement with Trust Environmental Services, effective April 1, 2025, at a monthly base charge of \$825, plus Clay County Franchise Fees, with the waste container picked up five times a week, was made by Mandy Hidalgo; and seconded by Carlyle Martin. The motion passed 3-0.
 - C. Orange Park Campus Traffic Study - No Action Required – FYI Only.
 - D. Fleming Island Campus – The motion to approve the waxing / sealing floors in the academic building, cafeteria, and gymnasium court/flooring with Southern Cleaning Service Inc. (SCSI) for the 2024/2025 school year in the amount of \$6,874 and for the 2025/2026 school year at \$23,012, was made by Mandy Hidalgo; seconded by Carlyle Martin. The motion passed 3-0.
- XII. BOARD MEMBER COMMENTS

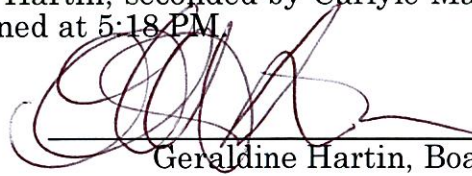
XIII. UPCOMING MEETINGS

Monthly Governing Board Meeting

May 22, 2025, 4:00 p.m. – 6:00 p.m.

Location: 114 Canova Road, Fleming Island, FL 32003

- XIV. ADJOURNMENT: Chairman Smith called for a motion to adjourn the meeting, which was made by Geraldine Hartin; seconded by Carlyle Martin. The motion passed 4-0; the meeting adjourned at 5:18 PM.



Geraldine Hartin, Board Secretary

May 22, 2025

Date