

Board Meeting Minutes

Name of Foundation: St. Johns Classical Academy, Inc.
Board Meeting Date: August 28, 2025
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: August 28, 2025

Start: 5:43 PM

End: 6:38 PM

Next Meeting: September 25, 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, Mandy Hidalgo, Carlyle Martin, and Keith Smith

Absent: Jim Horne

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

Parent Liaisons: Melissa Taylor, Fleming Island Campus
Alicia Theisen, Orange Park Campus

I. CALL TO ORDER, ROLL CALL

- A. Call to Order. Pursuant to public notice, the meeting commenced at 5:43 PM with a Call to Order by Chairman Keith Smith. Quorum was established.
- B. Attendance – Keith Smith
- C. Pledge of Allegiance – Anthony Bradley
- D. Invocation / Prayer – Anthony Bradley
- E. Reading of the Mission Statement – Carole McCullough

II. TIME CERTAIN ITEMS / PRESENTATIONS – NONE

III. PUBLIC COMMENTS – NONE

IV. ADOPTION OF THE AGENDA – The motion to approve the adoption of the agenda for August 28, 2025 was made by Mandy Hidalgo; and seconded by Carlyle Martin. The motion passed 4-0.

V. APPROVAL OF THE MINUTES – The motion to approve the board meeting minutes for the following was made by Mandy Hidalgo; and seconded by Carlyle Martin. The motion passed 4-0.

- A. 2025.07.24 Monthly Meeting Minutes
- B. 2025.08.08 Emergency Board Meeting Minutes

VI. CONSENT AGENDA: The motion to approve Consent Agenda items B, C, D, E, F, G, H, I. and J as listed below, was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion passed 4-0.

- B. Fleming Island Campus Fitness Program Shirt Colors for Grades 7-12,

- consisting of 1. White, 2. Light Gray, 3. Dark Gray, 4. Heathered Navy, and 5. Solid Navy.
- C. Parental Permission for Name Deviation, under Fla. Code R. 6A-10955: Education Records for parents to complete the approved form consenting to deviate from their child's legal name in school.
 - D. Proposed 2025-2026 Board Meeting Dates
 - E. Ratification of RTU Condenser Replacement Contract with AirMax for \$61,371.00 for eight condenser coils in the academic building (TRANE RTUs 1-4), replacing the previously approved contract with Thigpen Heating and Cooling that only included four condenser coil replacements.
 - F. Ratification of Orange Park Police Department Secondary Employment Agreement between St. Johns Classical Academy and Orange Park Police Department for the 2025/2026 School Year (August 1, 2025 through July 31, 2026).
 - G. Family and Scholar Handbook Modification - Uniform Policy – Addition of Navy Blue Shorts and Pants for Grades 7-12 as approved everyday items for both girls and boys. Khaki pants (no shorts) remain the only approved bottoms for formal days for boys and girls will continue to wear the proper plaid skirts on formal days for Grades 7-12.
 - H. Youth Crisis Center, Inc. Agreement to provide at no cost to St. Johns Classical Academy: 1. intake and assessment, 2. mental health therapy (individual, group, or family), 3. presentations / trainings to teachers and scholars, and 4. referral to community partners for further services, as needed or requested for the 2025/2026 school year (August 11, 2025 through May 29, 2026) at both campuses.
 - I. King & Walker, CPAs, PL DRAFT Independent Auditor's Report 2025 St. Johns Classical Academy - Fleming Island Campus for fiscal year ended June 30, 2025
 - J. King & Walker, CPAs, PL DRAFT Independent Auditor's Report 2025 St. Johns Classical Academy – Orange Park Campus for fiscal year ended June 30, 2025 DRAFT Audit 2025 St. Johns Classical Academy -
 - A. Family and Scholar Handbook Modifications all proposed changes were approved as presented but the language about hair styles was pulled for more discussion/clarification. After discussion, the motion to change the proposed language of "Hair must be clean, neat, and styled. Only natural colors are allowed. Hair may not be partially shaved in any way. Boys' hair must be neatly groomed, not touch the shoulders, and may not be worn in a ponytail. Hair must not cover the eyes, and mullets are not allowed" to remove "and mullets are not allowed" changing the sentence to Hair must not cover the eyes, was made by Geraldine Hartin; and seconded by Carlyle Martin. The motion passed 4-0.

VII. PERSONNEL CONSENT AGENDA – NONE

VIII. ANCORA REPORTS – FYI ONLY; NO ACTION TAKEN

- A. Monthly Financial Reports
 - 1. Fleming Island Campus Financial Report (July 2025)
 - 2. Fleming Island Campus Credit Card Statements (July 2025)
 - 3. Orange Park Campus Financial Report (July 2025)
 - 4. Orange Park Campus Credit Card Statements (July 2025)
- B. Strategic Oversight Calendar
- C. Ancora Updates

IX. HEAD OF SCHOOLS REPORTS– FYI ONLY; NO ACTION TAKEN

- A. Fleming Island Campus: Mrs. Carole McCullough

1. Referral / Discipline Report
2. Enrollment Report
- B. Orange Park Campus: Mr. Anthony Bradley
 1. Referral / Discipline Report
 2. Enrollment Report

X. UNFINISHED BUSINESS:

- A. Fleming Island Campus Gymnasium Building Band Classroom – Acoustic panels for sound clarity. After discussion, the motion to approve the purchase of acoustic panels for sound clarity in the band classroom located in the gymnasium building for \$9,576.80, with Trinity Audio and Video, LLC, was made by Mandy Hidalgo; and seconded by Geraldine Hartin. The motion passed 4-0.

XI. NEW BUSINESS (Chairman)

- A. Fleming Island Campus Head of School, Carole McCullough, brought to the board the need to have vertical safety bars installed on the gymnasium interior doors in order to meet the safety requirements of a classroom. After discussion, the motion to approve the installation of required vertical safety bars in the gymnasium interior doors was made by Carlyle Martin; seconded by Geraldine Hartin. The motion passed 4-0.
- B. Fleming Island Campus Head of School, Carole McCullough, brought to the board the need to have sand bought and placed in the physical education field after construction of the gymnasium to level out the uneven grass/holes from settling of the new sod laid during the summer. The estimated cost to complete this project is \$5,000. The motion to approve the purchase of sand to be placed in the physical education field was made by Mandy Hidalgo; seconded by Carlyle Martin. The motion passed 4-0.

XII. BOARD MEMBER COMMENTS:

Board Member, Carlyle Martin presented to the Board the concept of designating one month (possibly February) each year to school safety awareness for faculty, scholars, and parents to demonstrate the seriousness of school safety and what St. Johns Classical Academy is doing to protect all on campus each and every day.

Diane Hutchings with Ancora introduced Mrs. Lori Horne to the Board as a possible board member once Jim Horne's term is completed in September 2025.

XIII. UPCOMING MEETINGS

Monthly Governing Board Meeting
 September 25, 2025, 6:00 p.m. – 8:00 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 Mandy Hidalgo. The motion passed 4-0; the meeting adjourned at 6:38 PM.

Geraldine Hartin

Geraldine Hartin (Sep 29, 2025 16:18:37 EDT)

Geraldine Hartin, Board Secretary

September 25, 2025

Date

2025.08.28 Board Meeting Minutes

Final Audit Report

2025-09-29

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-  Document created by Ancora Management (info@ancorafoundation.net)
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-  Signer geraldine.hartin@stjca.org entered name at signing as Geraldine Hartin
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