

Board Meeting Minutes

Name of Foundation: St. Johns Classical Academy, Inc.
Board Meeting Date: October 23, 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: October 23, 2025
Start: 6:07 PM
End: 6:47 PM

Next Meeting: December 11, 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, Lori Horne, and Keith Smith

Absent: Carlyle Martin

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

Parent Liaison: Melissa Taylor, Fleming Island Campus

Parent Liaison Absent: Alicia Theisen, Orange Park Campus

I. CALL TO ORDER, ROLL CALL

- A. Call to Order. Pursuant to public notice, the meeting commenced at 6:07 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. PUBLIC COMMENTS: Chairman Smith introduced the newest Board Member, Lori Horne to the audience. Separate public comments were made by employee Julie Morro, parent Brian Fleck, and employee Lisa Minic.

III. ADOPTION OF THE AGENDA – The motion to approve the adoption of the agenda for October 23, 2025 was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion passed 4-0.

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

- A. 2025.09.15 Special Board Meeting Minutes
- B. 2025.09.25 Monthly Board Meeting Minutes

V. CONSENT AGENDA: The motion to approve Consent Agenda items A, B, and C as listed below, was made by Mandy Hidalgo; and seconded by Geraldine Hartin. The motion passed 4-0.

- A. Health Room / Clinic Forms for all campuses
- B. Revised 2025/2026 Scholar Calendar – Graduation Early Dismissal
- C. 2025/2026 Employee Handbook

- VI. ANCORA REPORTS – FYI ONLY; NO ACTION TAKEN
- A. Monthly Financial Reports
 - 1. Fleming Island Campus Financial Report (September 2025)
 - 2. Fleming Island Campus Credit Card Statements (September 2025)
 - 3. Orange Park Campus Financial Report (September 2025)
 - 4. Orange Park Campus Credit Card Statements (September 2025)
 - B. Strategic Oversight Calendar
 - C. Ancora Updates
- VII. 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
- VIII. UNFINISHED BUSINESS:
- A. Fleming Island Campus – Lions Council Annual Memorandum of Understanding for the 2025/2026 school year. After discussion, the motion to approve the Fleming Island Campus Lions Council Annual Memorandum of Understanding for the 2025/2026 school year, which includes minor modifications/requirements, was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion passed 4-0.
- IX. NEW BUSINESS (Chairman)
- A. Fleming Island Campus – Pressure Washing Academic Building. After discussion, the motion to approve Patriotic Pressure Washing & Paver Sealing, LLC to pressure wash the academic building, soft wash the playground awning, and single wall only of the office building for a total cost of \$2,700, was made by Mandy Hidalgo; and seconded by Geraldine Hartin. The motion passed 4-0.
 - B. Possibility of switching weekly early release days from Wednesday to Friday – NO ACTION TAKEN – tabled for future discussion.
- X. BOARD MEMBER COMMENTS:
- XI. UPCOMING MEETING:
- NOTE: No November 2025 Board Meeting; will be combined with December meeting to accommodate for the holiday season.
- Monthly Governing Board Meeting
December 11, 2025, 6:00 p.m. – 8:00 p.m.
Location: 114 Canova Road, Fleming Island, FL 32003
- XII. 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 6:47 PM.

Geraldine C. Hartin

Geraldine C. Hartin (Jan 2, 2026 10:58:08 EST)

Geraldine Hartin, Board Secretary

December 15, 2025

Date

2025.10.23 Board Meeting Minutes

Final Audit Report

2026-01-02

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