



Board Meeting Minutes

Name of Foundation: St. Johns Classical Academy, Inc.
Board Meeting Date: December 11, 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: December 11, 2025
Start: 4:13 PM
End: 5:27 PM

Next Meeting: January 15, 2026
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: Carlyle Martin, Mandy Hidalgo, Lori Horne, and Keith Smith

Absent: Geraldine Hartin

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 4:13 PM with a Call to Order by Chairman Keith Smith. Quorum was established.
 - B. Attendance – Keith Smith
 - C. Pledge of Allegiance – Carlyle Martin
 - D. Invocation / Prayer – Anthony Bradley
 - E. Reading of the Mission Statement – Anthony Bradley
- II. TIME CERTAIN ITEMS / PRESENTATIONS - NONE
- III. PUBLIC COMMENTS: Employee, Jennifer Kiep
- IV. ADOPTION OF THE AGENDA – The motion to approve the adoption of the agenda for December 11, 2025 was made by Mandy Hidalgo; 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; seconded by Lori Horne. The motion passed 4-0.

A. 2025.10.23 Monthly Board Meeting Minutes

- VI. CONSENT AGENDA: The motion to approve Consent Agenda items A, B, C, D, and E as listed below, was made by Mandy Hidalgo; seconded by Lori Horne. The motion passed 4-0.

- A. Fleming Island Campus – Perry Weather Service Proposal (lighting and weather-monitoring system) for an annual amount of \$3,400 and a one-time hardware shipping fee of \$400 for a five-year term.
- B. Approval of Single Combined Audit with King & Walker, CPAs, PL for fiscal year ended on June 30, 2025 for St. Johns Classical Academy Fleming Island and Orange Park Campuses.
- C. Ratification of Weight Room Flooring Contract with Fitnessmith Flooring to remove existing flooring in the weight room and replace with new flooring in the amount of \$10,650, to be funded by the bond funding account.
- D. Employee Work Calendars (2025/2026 & 2026/2027 school years)
- E. Scholar Calendar 2026/2027

VII. PERSONNEL CONSENT AGENDA

- A. Personnel Consent Agenda (September – November 2025)

VIII. ANCORA REPORTS – FYI ONLY; NO ACTION TAKEN

- A. Monthly Financial Reports
 - 1. Fleming Island Campus Financial Report (October 2025)
 - 2. Fleming Island Campus Credit Card Statements (October 2025)
 - 3. Fleming Island Campus Credit Card Statements (November 2025)
 - 4. Orange Park Campus Financial Report (October 2025)
 - 5. Orange Park Campus Credit Card Statements (October 2025)
 - 6. Orange Park Campus Credit Card Statements (November 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 – NONE

- XI. NEW BUSINESS (Chairman) – The motion to approve the new business items A and B, as listed below, was made by Mandy Hidalgo; seconded by Lori Horne. The motion passed 4-0.

- A. Fleming Island & Orange Park Campuses – Resolution regarding filing an exemption report to the Florida Department of Education where Florida Legislature in its 2025 Session amended § 1001.42, Florida Statutes, for Middle School / High School Starting School Times, where beginning in the 2026/2027 school year, middle schools may not begin before 8:00 AM, and high schools may not begin before 8:30 AM, and created an exemption process through submission of a report to the Florida Department of Education by June 1, 2026.
- B. Fleming Island & Orange Park Campuses – Exemption steps required to complete by deadlines stated in conjunction with the approved resolution (XI.A. above) – Additional Action Items.
- C. Enrollment / Scheduling Discussion – No action required; discussion only.
- D. Exploration of possible additional facilities manager position for the remaining 2025/2026 school year so there is coverage at both campuses. The motion to approve the exploration of an additional facilities manager position was made by Carlyle Martin; seconded by Mandy Hidalgo. The motion passed 4-0.

XII. BOARD MEMBER COMMENTS:

XIII. UPCOMING MEETINGS:

Workshop - Exemption to Florida Legislature (§ 1001.42, Florida Statutes) for Middle School / High School Start Times.

January 15, 2026, 5:00 p.m. – 6:00 p.m.

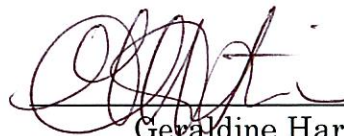
Location: 114 Canova Road, Fleming Island, FL 32003

Monthly Governing Board Meeting

January 15, 2026, 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 Carlyle Martin; seconded by Mandy Hidalgo. The motion passed 4-0; the meeting adjourned at 5:27 PM.



Geraldine Hartin, Board Secretary

January 15, 2026

Date