



Board Meeting Minutes

Name of Foundation: St. Johns Classical Academy, Inc.
Board Meeting Date: January 15, 2026
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: January 15, 2026
Start: 6:02 PM
End: 7:15 PM

Next Meeting: February 26, 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: Geraldine Hartin, Mandy Hidalgo, Lori Horne (virtual), Carlyle Martin, and Keith Smith

Absent: None

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 6:02 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: Employees, Lisa Minic and Amber Futch; Parent Brandy Kosecki

IV. ADOPTION OF THE AGENDA – The motion to approve the adoption of the agenda for January 15, 2026 was made by Carlyle Martin; seconded by Mandy Hidalgo. The motion passed 5-0.

- V. APPROVAL OF THE MINUTES – The motion to approve the board meeting minutes for the following was made by Mandy Hidalgo; seconded by Carlyle Martin. The motion passed 5-0.

- A. 2025.12.11 Board Meeting Minutes.
- B. 2025.12.11 Special Board Finance Meeting Minutes

- VI. CONSENT AGENDA: The motion to approve Consent Agenda items A, B, C, and D as listed below was made by Geraldine Hartin; seconded by Carlyle Martin. The motion passed 5-0. Item E. Projected Enrollment for 2026-2027 was tabled for future date.

- A. IRS 990 Form (2025).
- B. Proposed Fee Schedule 2026-2027 as required by Clay County District Schools contract with SJCA.
- C. Rescind Perry Weather Service Contract previously approved on December 11, 2025, for lightning and weather monitoring system of an annual amount of \$3,400 at the Fleming Island Campus.
- D. Cardiac Emergency Response Plan (CERP) at the Orange Park Campus ensuring procedures are in place and properly addressed in case of event on campus.

Tabled for future date:

- E. Projected Enrollment for 2026-2027.

- VII. PERSONNEL CONSENT AGENDA - NONE

- VIII. ANCORA REPORTS – FYI ONLY; NO ACTION TAKEN

- A. Monthly Financial Reports
 - 1. Fleming Island Campus Financial Report (November 2025)
 - 2. Fleming Island Campus Credit Card Statements (December 2025)
 - 3. Orange Park Campus Financial Report (November 2025)
 - 4. Orange Park Campus Credit Card Statements (December 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)

- A. Fleming Island & Orange Park Campuses – Job Sharing Opportunities as an employment exception. The motion to approve job share opportunities as an employment exception was made by Geraldine Hartin; seconded by Mandy Hidalgo. The motion passed 5-0.
- B. Orange Park Campus – Gymnasium flooring refinishing. This item was tabled for future discussion, specifically for additional warranty information before motion is made.
- C. Orange Park Campus 2026/2027 Staffing Needs. After discussion, the motion to approve four new instructional and one assistant, contingent to 2026/2027 budget approval, was made by Mandy Hidalgo; seconded by Geraldine Hartin. The motion passed 5-0.
- D. Orange Park Campus – Stormwater Management Preconstruction Proposal. Item tabled for future date to obtain more options/ideas.
- E. Fleming Island Campus – Plumbing Fixture Replacements and Repairing Multiple Leaks. The motion to approve Herzer Plumbing Service, Inc, to repair multiple leaks (replacement of fixtures (toilets/faucets) will be addressed at a later date) on campus, not to exceed \$1,500, was made by Geraldine Hartin; seconded by Mandy Hidalgo. The motion passed 5-0.

XII. BOARD MEMBER COMMENTS:

XIII. UPCOMING MEETINGS:

Monthly Governing Board Meeting
February 26, 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 Mandy Hidalgo; seconded by Gerladine Hartin. The motion passed 5-0; the meeting adjourned at 7:15 PM.

Geraldine C Hartin

Geraldine C Hartin (Mar 2, 2026 17:09:29 EST)

Geraldine Hartin, Board Secretary

February 26, 2026

Date

2026.01.15 Board Meeting Minutes v2

Final Audit Report

2026-03-02

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