



Meeting Minutes

Name of Foundation: St. Johns Classical Academy
Board Meeting Date: September 28, 2023
Board Meeting Location: Academic Building, Room 134

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: September 28, 2023
Start: 6:10 PM
End: 7:39 PM

Next Meeting: October 26, 2023
Next Time: 6:00 PM
Next Meeting Location: Multi-Purpose Building

Prepared by: Michelle Rencarge
Meeting Location: Academic Building, Room 134
Attended by: Mandy Hidalgo, Carlyle Martin, and Keith Smith
Absent: Geraldine Hartin and Jim Horne
SJCA Administrator: Daniel (Matt) Johnson, Headmaster Fleming Island Campus
Anthony (Tony) Bradley, Headmaster Orange Park Campus
Parent Liaison: Kendra Chaney

- I. CALL TO ORDER, ROLL CALL.
Pursuant to public notice, the meeting commenced at 6:10 PM with a Call to Order by Carlyle Martin. Quorum was established.
- II. TIME CERTAIN ITEMS/PRESENTATIONS:
 - A. Headmaster Bradley introduced to the Board the 2023/2024 Teacher of the Year, Jan Clifton and Support Employee of the Year, Amber Futch for the Orange Park Campus.
- III. PUBLIC COMMENTS - NONE
- IV. CONSENT AGENDA.
 - A. 2023.08.24 Board Meeting Minutes. The motion to approve the Board Meeting Minutes from August 24, 2023, was made by Keith Smith; and seconded by Mandy Hidalgo. The motion passed 3-0.
 - B. Florida Consortium of Public Charter School Based Teacher and Administrator Evaluation System 2023/2024 school year. The motion to approve the Florida Consortium of Public Charter School Based Teacher and Administrator Evaluation System for the 2023/2024 school year was made by Keith Smith; and seconded by Mandy Hidalgo. The motion passed 3-0.
 - C. SJCA Bathrooms, Locker Rooms, and Dressing Rooms Policy. The motion to approve and adopt the Bathrooms, Locker Rooms, and Dressing Rooms Policy was made by Mandy Hidalgo; and seconded by Keith Smith. The motion passed 3-0.

- D. SJCA Revised Internet Safety Policy. The motion to approve and adopt the Revised Internet Safety Policy in accordance with the State Board of Education Rule 6A-1.0957, to ensure the safety of our scholars while using the Internet and digital technologies that was previously approved on August 24, 2023 was made by Keith Smith; and seconded by Mandy Hidalgo. The motion passed 3-0.
- E. Teachers' Special Magistrate Policy. The motion to approve and adopt the Teachers' Special Magistrate Policy was made by Mandy Hidalgo; and seconded by Keith Smith. The motion passed 3-0.
- F. Name Deviation Requests Policy. The motion to approve and adopt the Name Deviation Requests Policy was made by Mandy Hidalgo; and seconded by Keith Smith. The motion passed 3-0.
- G. School Safety Policy. The motion to approve and adopt the School Safety Policy was made by Keith Smith; and seconded by Mandy Hidalgo. The motion passed 3-0.

V. FLEMING ISLAND CAMPUS REPORTS

- A. Ancora Reports to the Board - Fleming Island Campus Financial Package August 2023
- B. Ancora Reports to the Board - Fleming Island Campus Enrollment as of September 22, 2023.
- C. Ancora Reports to the Board - Fleming Island Campus Discipline Report from August 10, 2023 to September 22, 2023.
- D. Ancora Reports to the Board - Strategic Oversight Calendar.

VI. FLEMING ISLAND CAMPUS BOARD ITEMS

- A. Fleming Island Campus Board Item – 2023/2024 Teacher Salary Increase Allocation Plan. The motion to approve the 2023/2024 Teacher Salary Allocation Plan was made by Keith Smith; and seconded by Mandy Hidalgo. The motion passed 3-0.
- B. Fleming Island Campus Board Item – Gymnasium Project Civil Engineering Fee Increase. The motion to approve the \$6,200 additional civil engineering fee to Matthews Engineering was made by Mandy Hidalgo; and seconded by Keith Smith. The motion passed 3-0.
- C. Fleming Island Campus Board Item – Parent Liaison. The motion to approve Kenrdra Chaney for the 2024/2025 school year was made by Mandy Hidalgo; and seconded by Keith Smith. The motion passed 3-0.

VII. ORANGE PARK CAMPUS REPORTS

- A. Ancora Reports to the Board – Orange Park Campus Financial Package August 2023.
- B. Ancora Reports to the Board – Orange Park Campus Discipline Report from August 10, 2023 to September 22, 2023.
- C. Ancora Reports to the Board – Orange Park Campus Enrollment as of September 22, 2023.

VIII. ORANGE PARK CAMPUS BOARD ITEMS

- A. Orange Park Campus Board Item – 2023/2024 Teacher Salary Increase Allocation Plan. The motion to approve the 2023/2024 Teacher Salary

Allocation Plan was made by Keith Smith; and seconded by Mandy Hidalgo. The motion passed 3-0.

- B. Orange Park Campus Board Item – Air Conditioning Maintenance Agreement. The motion to approve the Air Max Preventative Maintenance Agreement in the annual amount of \$4,950, was made by Keith Smith; seconded by Mandy Hidalgo. The motion passed 3-0.
- C. Orange Park Campus Board Item – Lawn Care Maintenance – Campus Grounds and Athletic Field. The motion to approve AgrowPro for a 36-month contract, \$1,650 monthly fee for the athletic field only and for TLC (Total Lawn Care) for a 24-month contract, \$1,988 monthly fee for the remaining campus grounds was made by Keith Smith; and seconded by Mandy Hidalgo. The motion passed 3-0.
- D. Orange Park Campus Board Item – Parent Liaison for 2024/2025 school year. The motion to approve Alisha Theisen as the Parent Liaison for the 2024/2025 school year was made by Mandy Hidalgo; and seconded by Keith Smith. The motion passed 3-0.

IX. ALL CAMPUSES BOARD ITEMS

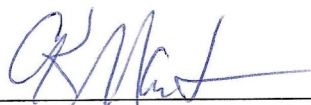
- A. All Campuses Board Item - Summer Camp – NO ACTION, FYI ONLY
- B. All Campuses Board Item - 990 Tax Engagement Letter for 2023. The motion to approve King & Walker CPA in the amount of \$1,000 for the 990 Tax Engagement Letter for 2023 was made by Mandy Hidalgo; and seconded by Keith Smith. The motion passed 3-0.
- C. All Campuses Board Item - Universal Waste Management Contract for Biomedical Disposal. The motion to approve the ratification of the Universal Waste Management Contract for Biomedical Disposal signed by Carlyle Martin on September 13, 2023, was made by Mandy Hidalgo; and seconded by Keith Smith. The motion passed 3-0.
- D. All Campuses Board Item – 2023/2024 Teacher Out of Field Letters. The motion to approve the 2023/2024 Teacher Out of Field letters was made by Keith Smith; and seconded by Mandy Hidalgo. The motion passed 3-0.
- E. All Campuses Board Item – Outside Vendor Facilities Use Agreement. ITEM PULLED FOR FUTURE MEETING.
- F. All Campuses Board Item – Revised 2023/2024 Teacher Salary Schedule. The motion to approve the revised 2023/2024 Teacher Salary Schedule was made by Keith Smith; and seconded by Mandy Hidalgo. The motion passed 3-0.

X. BOARD MEMBER COMMENTS

XI. HEADMASTER COMMENTS

XII. ANCORA MANAGEMENT COMMENTS

XIII. ADJORNMENT: 7:39 PM



Carlyle Martin, Board Chairman

October 26, 2023

Date