



Meeting Minutes:

Name of Foundation: St. Johns Classical Academy

Board Meeting: April 16, 2020

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: April 16, 2020

Start: 6:12pm

End: 7:25pm

Next Meeting: May 20, 2020

Next Time: 6:00 p.m.

Prepared By: Lori Meredith

Meeting Location: St. Johns Classical Academy
114 Canova Road
Fleming Island, FL 32003
Room 210

Attended by: Diane Hutchings, Alexandra Compere, Jim Horne, Amy Miller

SJCA Administrator: Lori Meredith, Interim Principal

Absent: None

I. CALL TO ORDER, ROLL CALL

Pursuant to public notice, the meeting commenced at 6:12pm with a Call to Order by Diane Hutchings. Quorum was established.

II. TIME CERTAIN ITEMS/PRESENTATIONS There were none.

III. CONSENT AGENDA – NO DISCUSSION UNLESS AN ITEM IS PULLED BY A BOARD MEMBER. If these items are not provided to the board members 5 days prior to the meeting they will automatically be pulled for review at the meeting.

1. 2020-2021 Organizational Chart 1.a. Organizational Titles

Amy Miller motioned to adopt a change in titles as follows:

Principal changes to Headmaster; Vice Principal changes to Dean of Administration Jim Horne seconded the motion and it carried unanimously 4-0.

Matt Johnson recommended a School Organizational Chart reflecting the alignment of direct reports. Jim Horne motioned to adopt the chart with the one change of Assistant Headmaster to Dean of Administration. Amy Miller seconded the motion and it carried unanimously 4-0.

2. AMENDMENT TO TEACHER SALARY SCHEDULE

Amy Miller moved to adopt the language regarding Pay Differentials for regularly contracted teachers accepting a special assignment in the TEACHER PAY SALARY SCHEDULE as recommended by Alliance, the motion was seconded by Alexandra Compere. Approved 4-0

3. REQUESTED STAFFING CHANGES

- a. Jim Horne moved to approve the position of Academic Advisor with a proposed salary scale of 45,000-50,000 and a job description to follow for a later approval. The motion was seconded by Alexandra Compere and was approved 4-0.
- b. Amy Miller moved to approve the position of Administrative Assistant for Human Resources and the Job Description provided to follow for a later approval. The motion was seconded by Jim Horne and was approved 4-0.
- c. Amy Miller moved to approve the position of Secretary with the Job Description provided. The motion was seconded by Alexandra Compere and was approved 4-0.
- d. A list of 2020-2021 positions to be filled was provided for information purposes only.
- e. Amy Miller moved to approve the recommended Payroll Calendars for 10-month and 11-month employees. Alexandra Compere seconded the motion and it was approved 4-0.

IV. PUBLIC COMMENT – PLEASE COMPLETE A COMMENT CARD AND SUBMIT FOR THE RECORD: Lisa Hong-Requested a plan for when school is allowed to re-open.

V. APPROVAL OF MINUTES

- a. Board President Hutchings requested the February 26, 2020 minutes be delayed for approval until the May 20, 2020 meeting.
- b. Jim Horne moved approval to adopt the March 19 and March 25, 2020 minutes, seconded by Amy Miller and approved unanimously 4-0.

VI. FINANCE COMMITTEE REPORT

The report as of 3/30/2020 was presented to the Governing Board by Board Treasure Amy Miller.

VII. BOARD DISCUSSION AND ACTION ITEMS

A. ON-GOING BUSINESS - None

B. NEW BUSINESS

Payroll Protection Program Proposal: Amy Miller proposed to apply for the assistance and if granted the funding to place on a board agenda for discussion. Jim Horne seconded the motion and it was approved 4-0.

VIII. DIRECTOR COMMENTS

2020-21 743 students enrolled, 642 returning and 450 on our wait list

IX. BOARD MEMBER COMMENTS

There were comments around the impact of the stay at home order on the collection or lack of collection of the state sales tax for this year and the possible impact to our school budget next year.

The board members expressed their appreciation for the outstanding job our staff is doing during this time of dislocation.

X. ADJOURNMENT TIME: 7:25pm



Diane Hutchings, President

Date: 5/21/2020