



Meeting Minutes

Name of Foundation: St. Johns Classical Academy

Board Meeting: November 18, 2021

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: November 18, 2021

Start: 6:01 pm

End: 7:12 pm

Next Meeting: December 16, 2021

Next Time: 7:00 pm

Prepared by: Michelle Rencarge
Meeting Location: St. Johns Classical Academy

Attended by: Diane Hutchings, Carlyle Martin, Geraldine Hartin
SJCA Administrator: Daniel (Matt) Johnson, Headmaster
SJCA Staff: Yanzhu Lopez, Director of Finance
Absent: Amy Miller, Jim Horne

I. CALL TO ORDER, ROLL CALL.

Pursuant to public notice, the meeting commenced at 6:01 pm with a Call to Order by Diane Hutchings. Quorum was established.

II. TIME CERTAIN ITEMS/PRESENTATIONS

A. Introduction of the Lions Council Executive Committee – Headmaster Johnson introduced some of the executive committee to the Board and the purpose of the Lions Council.

III. PUBLIC COMMENT – NONE

IV. CONSENT AGENDA – NONE

V. REPORTS FOR THE BOARD (Matt Johnson)

A. Enrollment Data (November 2021) - REVIEWED

B. Three Month Trailing Report (September – November 2021) - REVIEWED

C. Referral Data (October 22 – November 9) – REVIEWED

D. Classical Learning Test Results - REVIEWED

VI. APPROVAL OF MINUTES – The motion to approve the meeting minutes of October 28, 2021, was made by Geraldine Hartin; and seconded by Carlyle Martin. The motion passed 3-0.

VII. FINANCE COMMITTEE REPORT (Yanzhu Lopez)

- A. Review of Monthly Financials – October 2021 – REVIEWED.

VIII. STRATEGIC OVERSIGHT CALENDAR – REVIEWED

IX. BOARD DISCUSSION AND ACTION ITEMS

- A. Uniform Agreement between Lands' End and St. Johns Classical Academy. The motion to approve the Uniform Agreement between Lands' End and St. Johns Classical Academy was made by Geraldine Hartin; and seconded by Carlyle Martin. The motion passed 3-0.
- B. Lands' End Blazers for 11th and 12th grade scholars to be worn on formal days. The motion to approve using the six percent (6%) rewards program money from Lands' End to cover the cost of the 11th and 12th grade scholars was made by Geraldine Hartin; and seconded by Carlyle Martin. The motion passed 3-0.
- C. Instructional Continuity Plan Amendment – Public Hearing. Public Hearing opened for public comment at 6:25 pm and closed at 6:25 pm. The motion to approve the Instructional Continuity Plan Amendment was made by Geraldine Hartin; and seconded by Carlyle Martin. The motion passed 3-0.
- D. The Cares Act, American Rescue Plan Elementary and Secondary School Emergency Relief Fund – The motion to approve the Cares Act, American Rescue Plan Elementary and Secondary School Emergency Relief Fund was made by Geraldine Hartin; and seconded by Carlyle Martin. The motion passed 3-0.
- E. Performance Evaluation Allocation for Instructional Staff – The motion to approve and increase salary requirements for instructional staff that move to the step level, as applicable, was made by Geraldine Hartin; and seconded by Carlyle Martin. The motion passed 3-0.
- F. Update on the following items:
- A. Swing set installation in the lower school playground. The motion to approve the installation of the swing set in the lower school playground area by National Playground Construction, in the amount of \$3,300, was made by Carlyle Martin; and seconded by Geraldine Hartin. The motion passed 3-0.
- B. Athletic field improvement project – well and irrigation system. The motion to approve the athletic field improvements on the well and irrigation system not to exceed \$5,000, including applicable electrical work, was made by Carlyle Martin; and seconded by Geraldine Hartin. The motion passed 3-0.
- C. Architectural plans for bathroom and storage project. Plans to be sent out to bid the week of December 6, 2021 and award to successful bidder on January 27, 2021.
- D. Update on the new school monument sign – FYI still on schedule to be installed before the end of 2021.
- E. Discuss hiring an irrigation system maintenance person for the irrigation and system. See B. above

- F. Pay electrician for well work. See B above.
- G. Update on the playground drainage system problems. No new updates currently.

X. HEADMASTER COMMENTS: NONE

XI. BOARD MEMBER COMMENTS:

- A. Guard rail expansion at the corner of County Road 220 and Canova. Would like to investigate the possibility of expanding the guard rail in the future.

XII. ADJOURNMENT: 7:12 PM



Diane Hutchings, Board President

12-16-21

Date

