

## MEETING MINUTES

Name of Foundation: St. Johns Classical Academy

Board Meeting: November 20, 2017

*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 20, 2017

Start: 4:00 pm

End: 5:47 pm

Next Meeting, December 1, 2017

Next Time: 4:00 pm

Prepared by: D. Johnson

Meeting Location:

7100 Hwy 17 S

Fleming Island, FL

Attended by:

Board Members: Diane Hutchings, Amy Miller, Daniel Johnson

SJCA Administrators: Michelle Knapp, Anthony Bradley

Absent:

None

- I. CALL TO ORDER, ROLL CALL  
Pursuant to public notice, the meeting commenced at 4:19 pm with a Call to Order by Diane Hutchings. Quorum was established.
- II. TIME CERTAIN ITEMS – NONE.
- III. CONSENT AGENDA - NO DISCUSSION UNLESS AN ITEM IS PULLED BY A BOARD MEMBER
  - A. APPROVAL OF MINUTES
  - B. REPORTS
    1. ENROLLMENT REPORT
      1. CURRENT WAIT LIST
      2. WITHDRAWAL LOG
      3. FTE ENROLLMENT REPORT
    2. FINANCIAL REPORTS
      1. CSP REPORT

**Motion to approve the Consent Agenda was made by Amy Miller and seconded by Daniel Johnson. Motion was approved (3-0).**

- IV. PUBLIC COMMENT – PLEASE COMPLETE A COMMENT CARD AND SUBMIT FOR THE RECORD – NONE.

V. BOARD DISCUSSION AND ACTION ITEMS

A. OLD BUSINESS

1. RESOLUTION OF BOND ISSUE - **Motion was made by Daniel Johnson and seconded by Amy Miller to approve the Certificate of Corporate Resolution. Motion was approved (3-0).**
2. NEW BUILDING UPDATES
  1. AUXILARY COSTS - DISCUSSED PRIORITIES
3. NEW LEASE AGREEMENT – EFFECTIVE DECEMBER 1, 2017.

B. NEW BUSINESS

1. SOLE SOURCE LEASE LETTER
2. BCSI SEMI ANNUAL SCHOOL LEADER MTG/RECRUITMENT FAIR
  1. TRAVEL FEB 20, MEETING FEB 21, FAIR FEB 22
3. IDEA FUNDED POSITION - **Motion was made by Amy Miller and seconded by Daniel Johnson to approve a new position for a certified teacher. Motion was approved (3-0).**
4. LABEL – APPROVAL OF CONTRACT WITH CONSTRUCTION MONITOR - **Motion was made by Diane Hutchings and seconded by Amy Miller to approve bringing on the Baker Klein Group to be the Construction Monitor service. Motion was approved (3-0).**
5. PEX CARD - **Motion was made by Daniel Johnson and seconded by Amy Miller to approve PEX Card. Motion was approved (3-0).**
6. ADD ANTHONY BRADLEY TO BANK SIGNATURE - **Motion was made by Diane Hutchings and seconded by Amy Miller to approve the addition of Mr. Anthony Bradley to the VyStar account. Motion was approved (3-0).**
7. 2018-2019 SALARY SCALES – DISCUSSION.

VI. DIRECTOR COMMENTS

- A. STATUS OF CURRENT TASKS
- B. SUPERINTENDENT'S STUDENT ACTIVITIES DIRECTIVE
- C. UPCOMING EVENTS: SJCA SOCCER, SPELLING BEE, HOLIDAY SHOW, MIDDLE SCHOOL DANCE, STAFF LUNCHEON

VII. BOARD MEMBER COMMENTS

ADJOURNMENT – 5:47 PM.



Diane Hutchings  
Diane Hutchings, President

Date: 12/1/17