



## MEETING MINUTES

Name of Foundation: St. Johns Classical Academy  
 Board Meeting: July 12, 2018

*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: July 12, 2018  
 Start: 4:00 pm  
 End: 5:00 pm  
 Next Meeting: August 10, 2018  
 Next Time: 4:00 pm  
 Prepared by: L Meredith  
 Meeting Location: St. Johns Classical Academy  
 114 Canova Road  
 Fleming Island, FL

Attended by:

Board Members: Diane Hutchings, Amy Miller, Daniel Johnson, Scott Norteman  
 SJCA Administrators: Melanie Williams

Absent:

Alexandra Compere

### I. CALL TO ORDER, ROLL CALL

Pursuant to public notice, the meeting commenced at 4:05 pm with a Call to Order by Diane Hutchings. Quorum was established.

### II. CONSENT AGENDA - NO DISCUSSION UNLESS AN ITEM IS PULLED BY A BOARD MEMBER

IF THESE ITEMS ARE NOT PROVIDED TO BOARD MEMBERS 5 DAYS PRIOR TO THE MEETING THEY WILL AUTOMATICALLY BE PULLED FOR REVIEW AT THE MEETING

**A. PRINCIPAL'S REPORTS**

1. ENROLLMENT REPORT
  - A. SCHOOL MINT CURRENT WAIT LIST - 669
  - B. 2018-19 ENROLLMENT - 600
2. FINANCIAL REPORTS
  - A. FINANCIALS- MAY 2018
3. STRATEGIC OVERSIGHT CALENDAR

**III. PUBLIC COMMENT – PLEASE COMPLETE A COMMENT CARD AND SUBMIT FOR THE RECORD**

Mrs. Cosme-Griffiths made an inquiry about social media and the public discussions on Facebook.

**IV. BOARD DISCUSSION AND ACTION ITEMS**

**A. ON-GOING BUSINESS**

- A. APPROVAL OF MINUTES FOR 6/18/2018
- B. APPROVAL OF MINUTES FOR 6/23/2018
- C. APPROVAL OF MINUTES FOR 6/30/2018

Motion to approve minutes of the meetings for 6/18/2018, 6/23/2018 and 6/30/2018 was made by Amy Miller and seconded by Matt Johnson. Motion was approved (4-0).

**B. NEW BUSINESS**

1. APPROVE WAIVING 10-DAY WAIT PERIOD FOR LONG TERM SUBSTITUTE  
 Motion to approve waiving 10-day wait period was made by Amy Miller and seconded by Scott Norteman. Motion was approved (4-0).
2. APPROVE DIRECTOR OF ENROLLMENT & ACADEMIC SERVICES  
 Motion to approve Director of Enrollment & Academic Services made by Matt Johnson and seconded by Amy Miller. Motion was approved (4-0).
3. APPROVE ADDITIONAL FUNDING FOR CAFETERIA TABLES  
 Motion to approve additional funding for cafeteria tables made by Scott Norteman and seconded by Matt Johnson. Motion was approved (4-0).
4. APPROVE CONTRACT FOR DCSI HR SUPPORT  
 Motion to approve Contract for DCSI HR Support was made by Amy Miller and seconded by Scott Norteman. Motion was approved (4-0).
5. APPROVAL OF BUDGET EXPENSE FOR MATH CURRICULUM  
 Dr. Williams clarified an discussed the plan for the 20181-19 Math Curriculum.

Motion to approve budget expense was made by Amy Miller and seconded by Scott Norteman. Motion was approved (4-0).

**6. ADDITION OF SIGNERS FOR VYSTAR ACCOUNT**

Motion to approve signers for VyStar Account was made by Scott Noretmen and seconded by Matt Johnson. Motion was approved (4-0).

**7. APPROVE CONTRACT FOR MELANIE WILLIAMS**

Motion to approve contract for Melanie Williams was made by Amy Miller and seconded by Scott Norteman. Motion was approved (4-0).

**8. APPROVE PURCHASE OF IXL LICENSE FOR ONLINE MATH PROGRAM**

Discussion of online Math program was address and approved as part of line item 5, budget expense for Math Curriculum.

Motion to approve budget expense was made by Amy Miller and seconded by Scott Norteman. Motion was approved (4-0).

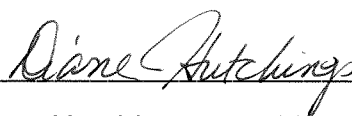
**9. DISCUSS PRINCIPAL INCENTIVE PLAN PROPOSAL**

Mr. Norteman and Dr. Williams discussed the details of the incentive proposal. Discussion to be continued at a later time.

**V. DIRECTOR COMMENTS**

**VI. BOARD MEMBER COMMENTS**

**VII. ADJOURNMENT TIME: 5:13 PM**



Diane Hutchings, President

Date:

