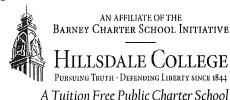


St. Johns Classical Academy



Governing Board Workshop Minutes

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief Summary of the action taken at the meeting.

Board Workshops provide an opportunity for the board to participate in review, education and discussion. No action is taken during a board workshop.

Date: January 26, 2019

Start: 8:00am End: 11:47am

Prepared by: Lori Meredith

Meeting Location: St. Johns Classical Academy

114 Canova Road

Fleming Island, FL 32003

Attended by: Diane Hutchings, Amy Miller, Scott Norteman, Alexandra Compere, Darryl Daniels SJCA Administrative Team: Dr. Melanie Williams, Principal and Lori Meredith, Executive Administrative Assistant

Absent: None

- I. CALL TO ORDER, ROLL CALL-- PURSUANT TO PUBLIC NOTICE, THE MEETING COMMENCED AT 4:05 WITH A CALL TO ORDER BY TREASURER AMY MILLER. A QUORUM WAS ESTABLISHED.
- I. PUBLIC COMMENT NONE
- II. STATE OF ST JOHNS CLASSICAL THE FOLLOWING ITEMS WERE REVIEWED
 - 1. ENROLLMENT / WAITING LIST (DR. WILLIAMS)
 - A. MARKETING PLANS FOR 2019
 - B. LOTTERY PROCESS/POLICY REVIEW (DIANE)
 - 2. FINANCIAL TUTORIAL, CONDITION AND OUTLOOK (AMY MILLER, TREASURER)
 - 3. ACCREDITATION WORK PLAN (Dr. WILLIAMS) FACT FINDING FOR NOW, TARGET DATE OF 21-22
 - 4. STAFFING PLAN FOR 2019-20 (DR. WILLIAMS & AMY MILLER)-DISCUSSION OF LIMITING HIGHER PAID POSITIONS TO ACADEMIC -DR. WILLIAMS WILL ADDRESS FOR 19-20

POSITIONS NEEDED AND SALARY LEVELS BASED UPON BUDGET

REVIEW OF CURRENT STAFF/PAYROLL

- SCHOOL PLANT/FACILITY NEEDS (DR. WILLIAMS)
 2019-20 CLASSROOM ALLOCATION/PARENT DROP-OFF AND PICKUP
 2020-21
 2021-22
- 6. How are we doing: Survey Monkey -
 - A. DEVELOP SURVEY QUESTIONS-CONTACT HILLSDALE FOR INPUT
 - B. CALENDAR SURVEY / COMMUNICATE INVITATION TO RESPONDERS
 - C. PUBLISH RESULTS FORMAT, AVENUE,

~ Learn the True, Do the Good, Love the Beautiful ~

St. Johns Classical Academy



- III. STATUS OF CRITICAL SYSTEMS (DIANE)
 - 1. MOTIONS LOG (DR. CARPENTER)
 - 2. FIVE YEAR APPLICATION REQUIREMENTS LOG (FCPCS)
- IV. POLICY REVIEWS FOR ADOPTION BY MAY 2019 GOVERNING BOARD MEETING (DIANE & DR. WILLIAMS)
 - 1. EMPLOYEE HANDBOOK
 - 2. FAMILY/STUDENT HANDBOOK
 - 3. INSTITUTIONAL POLICY BOOK
- V. DIRECTOR COMMENTS
- VI. BOARD MEMBER COMMENTS
- VII. ADJOURNMENT 11:47AM

DIANE HUTCHINGS, BOARD PRESIDENT

DATE