



St. Johns Classical Academy



AN AFFILIATE OF THE
BARNEY CHARTER SCHOOL INITIATIVE

HILLSDALE COLLEGE
PURSUING TRUTH · DEFENDING LIBERTY SINCE 1844

A Tuition Free Public Charter School

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
 5. 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,

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- 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

2/4/2019
DATE

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