

MEETING MINUTES

Name of Foundation: St. Johns Classical Academy
Board Meeting: November 6, 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 6, 2017
Start: 4:00 pm
End: 5:44 pm
Next Meeting: November 20, 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 4:00 pm with a Call to Order by Diane Hutchings. Quorum was established.

II. TIME CERTAIN ITEMS

A. Eric Jaffe, Integrity Consulting Group, presented a proposal for IT consulting.

III. CONSENT AGENDA

- A. Minutes
- B. Reports
 - a. Enrollment Report
 - i. Current Wait List
 - ii. Withdrawal Log
 - b. Financial Reports
 - i. CSP Report
 - c. Staffing Updates
 - i. New Teacher Starting January 2018

IV. PUBLIC COMMENT –

Scott Norteman, Parent: Asked about SJCA participation in National Junior Capital League – discussion.

V. BOARD DISCUSSION AND ACTION ITEMS

A. OLD BUSINESS

- a. Resolution of Bond issue/documents – discussion.
- b. New building updates – discussion.

B. NEW BUSINESS

- a. Chris Anderson at the Commission on Ethics was contacted by Diane Hutchings on 10-26-2017 to confirm requirements for financial disclosure of Charter School Governing Board members as well as the lease with Hibernia Baptist Church. His recommendation was to terminate the lease and to disclose board member membership at Hibernia, including any compensation they may receive from the church. Additionally, there should be a sole source memo to memorialize the determination for why Hibernia was selected. The following actions were agreed upon:
 - 1. Conflict of interest disclosure for board members. We need to draft this with the following verbiage: "All three members of the Board of Directors are members of Hibernia Baptist Church in good standing and do not receive compensation from the church
 - 2. Terminate current lease agreement – discussion.
 - 3. Sole source memo from staff regarding facility –
 - 4. Adoption of lease with HBC for November thru June –
- b. Vote on IT plan for 2018-2019. Board will vote on IT plan at the December board meeting after obtaining two other bids.
- c. Operating account at Regions Bank – discussion.

VI. DIRECTOR COMMENTS

- a. Status of current tasks
- b. Field trip – Washington DC
- c. Veterans Day Ceremony
- d. Middle School Dance
- e. Surprise Thanksgiving Luncheon for teachers

VII. BOARD MEMBER COMMENTS

None

VIII. ADJOURNMENT – 5:44 pm


Diane Hutchings, President

Date: 11/20/17