



**Meeting Minutes**

Name of Foundation: St. Johns Classical Academy  
Board Meeting Date: December 21, 2022  
Board Meeting Location: Academic Building, Room 135

*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: December 21, 2022  
Start: 10:17 AM  
End: 12:09 PM

Next Meeting: December 23, 2022  
Next Time: 6:00 PM  
Next Meeting Location: Via Zoom <https://us04web.zoom.us/j/71147451229?pwd=lrhZF5eObvLvg5nQqPaxhYH7vfEbvP.1>  
Meeting ID: 711 4745 1229; Passcode: fVu3K3

Prepared by: Michelle Rencarge  
Meeting Location: St. Johns Classical Academy Academic Building, Room 135  
Attended by: Geraldine Hartin, Mandy Hidalgo, Jim Horne, Carlyle Martin, and Keith Smith  
SJCA Administrator: Daniel (Matt) Johnson, Headmaster  
Absent: Parent Liaison Kendra Chaney

- I. CALL TO ORDER, ROLL CALL.  
Pursuant to public notice, the meeting commenced at 10:17 AM with a Call to Order by Carlyle Martin. Quorum was established.
- II. TIME CERTAIN ITEMS/PRESENTATIONS – NONE
- III. PUBLIC COMMENT – NONE
- IV. CONSENT AGENDA: The motion to approve the consent agenda items listed below was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion passed 5-0.
  - A. Approval of Minutes – December 15, 2022
- V. REPORTS TO THE BOARD (Ancora Management, LLC) – NONE
- VI. BOARD ITEMS
  - A. EasySuite Software system. The motion to approve the software contract with EasySuite Software company to use for enrollment, lottery, purchasing, lunch program, and parent permission slips was made by Jim Horne; and seconded by Keith Smith. The motion passed 5-0.

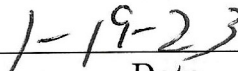
- B. Use of Online Educational Service Policy. The motion to approve the Use of Online Educational Service Policy was made by Jim Horne; and seconded by Geraldine Hartin. The motion passed 5-0.
- C. Selection of E-Rate Consultant. The motion to approve the selection of E-Rate Consultant, Communications Audit Services, LLC. (CAS), was made by Geraldine Hartin; and seconded by Mandy Hidalgo. The motion passed 5-0.
- D. Bond Reserve Fund Optimization. The motion to approve the tier/ladder investment with BOK Financial (bond holder) to reinvest bond funds was made by Jim Horne; and seconded by Keith Smith. The motion passed 5-0.
- E. Campus I Gymnasium Contractor Selection – NO ACTION; tabled for future discussion.
- F. Campus I Gymnasium Bid Tabulation – NO ACTION; tabled for future discussion.
- G. Campus II Site Selection. The motion to approve Board President to make an offer for the property located at 1324 Kingsley Avenue, Orange Park, in an amount not to exceed four million dollars (\$4,000,000) was made by Jim Horne; and seconded by Keith Smith. The motion passed 5-0.

VII. HEADMASTER COMMENTS

VIII. BOARD MEMBER COMMENTS

IX. ADJORNMENT: 12:09 PM

  
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Carlyle Martin, Board President

  
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Date