

## Meeting Minutes

Name of Foundation: St. Johns Classical Academy  
Board Meeting Date: February 23, 2023  
Board Meeting Location: Multi-Purpose Building



*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: February 23, 2023  
Start: 6:03 PM  
End: 7:57 PM

Next Meeting: March 23, 2023  
Next Time: 6:00 PM  
Next Meeting Location: Multi-Purpose Building

Prepared by: Michelle Rencarge  
Meeting Location: Multi-Purpose Building  
Attended by: Geraldine Hartin, Mandy Hidalgo, Jim Horne; Carlyle Martin, and Keith Smith  
SJCA Administrator: Daniel (Matt) Johnson, Headmaster  
Absent: SJCA Parent Liaison, Kendra Chaney

- I. CALL TO ORDER, ROLL CALL.  
Pursuant to public notice, the meeting commenced at 6:03 PM with a Call to Order by Carlyle Martin. Quorum was established.
- II. TIME CERTAIN ITEMS/PRESENTATIONS – NONE
- III. PUBLIC COMMENT – NONE
- IV. CONSENT AGENDA.
  - A. Approval of Minutes – January 19, 2023. The motion to approve the minutes of January 19, 2023 was made by Jim Horne; and seconded by Keith Smith. The motion passed 5-0.
  - B. Approval of Background Screening Policy. The motion to approve the Background Screening Policy as it pertains to Senate Bill 2524, 435.12 Florida Statutes, for employees, vendors, volunteers/chaperones using the clearinghouse with the Agency for Health Care Administration; was made by Mandy Hidalgo; and seconded by Geraldine Hartin. The motion passed 5-0.
  - C. Approval of Unpaid Meal Charge Policy. The motion to approve the Unpaid Meal Charge Policy for up to three (3) grace period meals will be served and up to two (2) cold meals will be served until the account balance is restored to a positive balance was made by Jim Horne; and seconded by Geraldine Hartin. The motion passed 5-0.
  - D. Approval of Revised 2023/2024 School Calendar. The motion to approve the Revised 2023/2024 school calendar was made by Geraldine Hartin; and seconded by Keith Smith. The motion passed 5-0.
  - E. Approval of the First Amendment to Charter Contract between the School Board of Clay County, Florida and St. Johns Classical Academy Orange Park. The motion to approve the First Amendment to Charter Contract between the School Board of Clay County, Florida and St. Johns Classical Academy Orange Park was made by Jim Horne; and seconded by Mandy Hidalgo. The motion passed 5-0.

V. REPORTS TO THE BOARD (Ancora Management, LLC) – NONE

VI. BOARD ITEMS

- A. Memorandum of Understanding between the Lions Council, Inc. and St. Johns Classical Academy, Inc. The motion to approve the Memorandum of Understanding between the Lions Council, Inc. and St. Johns Classical Academy, Inc. was made by Geraldine Hartin; and seconded by Keith Smith. The motion passed 5-0.
- B. Approval of investment policy statement for contributions raised for construction of gymnasium at the Fleming Island Campus that are FDIC or NCUA insured. The motion to approve the investment policy statement for contributions raised for construction of gymnasium at the Fleming Island Campus that are FDIC or NCUA insured to be moved from restricted funds to vehicle for short term, higher interest rate investment was made by Jim Horne; and seconded by Mandy Hidalgo. The motion passed 5-0.
- C. Approval of school security quote at Fleming Island Campus. The motion to approve the quote from MakingIT Happen Services to perform security health check, installation of network connection, and camera viewing station at the Fleming Island Campus, not to exceed \$11,826.11, was made by Jim Horne; seconded by Keith Smith. The motion passed 5-0.
- D. Approval of Fleming Island Mid-Year Budget True-Up for 2022/2023 school year. The motion to approve the Fleming Island Mid-Year Budget True-Up for 2022/2023 school year was made by Jim Horne; seconded by Keith Smith. The motion passed 5-0.
- E. Approval of Charter Management Organization contract with St. Johns Classical Academy and Ancora Management for the Orange Park Campus. NO ACTION – ITEM PULLED FOR FUTURE MEETING.
- F. Orange Park Campus Five Year Budget with six portable buildings. The motion to approve the Orange Park Campus Five Year Budget with six portable buildings for Kindergarten to Fourth Grade for the 2023/2024 school year was made by Geraldine Hartin; and seconded by Keith Smith. The motion passed 5-0.

VII. HEADMASTER COMMENTS - NONE

VIII. BOARD MEMBER COMMENTS - NONE

IX. ADJORNMENT: 7:57 PM



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Carlyle Martin, Board President

3/23/2023

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Date