



## Meeting Minutes

Name of Foundation: St. Johns Classical Academy  
Board Meeting Date: April 27, 2023  
Board Meeting Location: Academic Building, Room 134

*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: April 27, 2023  
Start: 5:00 PM  
End: 6:08 PM

Next Meeting: May 25, 2023  
Next Time: 6:00 PM  
Next Meeting Location: Multi-Purpose Building

Prepared by: Michelle Rencarge  
Meeting Location: Academic Building, Room 134  
Attended by: Mandy Hidalgo, Jim Horne; Carlyle Martin, and Keith Smith  
Jim Horne left the meeting at 6:01 PM  
Absent: Geraldine Hartin  
SJCA Administrator: Daniel (Matt) Johnson, Headmaster Fleming Island Campus  
Anthony (Tony) Bradley, Headmaster Orange Park Campus  
SJCA Parent Liaison: Kendra Chaney

- I. CALL TO ORDER, ROLL CALL.  
Pursuant to public notice, the meeting commenced at 5:00 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. The motion to approve the consent agenda of meeting minutes on March 23, 2023 and April 13, 2023, and the CSP Grant Budget Ratification for the Orange Park Campus was made by Keith Smith; and seconded by Mandy Hidalgo. The motion passed 4-0.
  - A. Approval of Minutes – March 23, 2023.
  - B. Approval of Minutes – April 13, 2023.
  - C. CSP Grant Budget Ratification for the Orange Park Campus
- V. FLEMING ISLAND CAMPUS REPORTS
  - A. Ancora Reports to the Board – Fleming Island Campus Enrollment Numbers
  - B. Ancora Reports to the Board – Fleming Island Discipline Report dated April 13, 2023
  - C. Ancora Reports to the Board – Strategic Oversight Calendar May – July 2023.

- D. Ancora Reports to the Board – Industry Update Tracking Spreadsheet dated April 13, 2023
- E. Ancora Reports to the Board – Financial Package March 2023
- F. Town Hall Meeting PowerPoint dated April 3, 2023

VI. FLEMING ISLAND CAMPUS BOARD ITEMS – NONE

VII. ORANGE PARK CAMPUS REPORTS

- A. Ancora Reports to Board – Orange Park Campus Enrollment Numbers
- B. Ancora Reports to Board – Orange Park Campus Development Status

VIII. ORANGE PARK CAMPUS BOARD ITEMS

- A. Board Action Item – Approval of designating Mr. Anthony S. Bradley as an authorized check signer for St. Johns Classical Academy. The motion to approve designating Mr. Anthony S. Bradley as an authorized check signer for St. Johns Classical Academy was made by Mandy Hidalgo; and seconded by Keith Smith. The motion passed 4-0.
- B. Board Action Item – Approval of new internet service provider for the Orange Park Campus. Four bids were received for providing internet service at the Orange Park Campus: Comcast Business, IQ Fiber, AT&T, and IPFone. The motion to approve Comcast Business as the internet service provider at the Orange Park Campus for a term of 36-months was made by Jim Horne; and seconded by Mandy Hidalgo. The motion passed 4-0.

IX. ALL CAMPUSES BOARD ITEMS

- A. Board Action Item – Approval of revised employee handbook for the 2023/2024 school year. The motion to approve the revised employee handbook for the 2023/2024 school year was made by Jim Horne; and seconded by Keith Smith. The motion passed 4-0.
- B. Board Action Item – Approval of Facility Policy. The motion to approve the Facility Policy was made by Jim Horne; and seconded by Keith Smith. The motion passed 4-0.
- C. Board Action Item – Approval of Key Policy. The motion to approve the Key Policy was made by Mandy Hidalgo; and seconded by Keith Smith. The motion passed 4-0.
- D. Board Action Item – Approval of liquid investments under \$250,000 at an approved financial institute. The motion to approve a ladder CD approach of \$1.013 million dollars at the approved financial institutions up to \$250,000 at each financial institution was made by Jim Horne; seconded by Mandy Hidalgo. The motion passed 4-0.
- E. Board Action Item – Approval of telephone service provider at the Fleming Island and Orange Park Campuses. Two bids were received to provide telephone services: IPFone and SynaIT. The motion to approve SynaIT as the telephone service provider at the Fleming Island and Orange Park Campuses was made by Jim Horne; seconded by Mandy Hidalgo. The motion passed 4-0.
- F. Board Action Item – Approval of the purchase of a previously owned enclosed trailer to be used for Fleming Island and Orange Park Campuses in the amount not to exceed \$2,000. The motion to purchase a previously owned

enclosed trailer to be used for Fleming Island and Orange Park Campuses in the amount not to exceed \$2,000 was made by Jim Horne; and seconded by Keith Smith. The motion passed 4-0.

- G. Board Action Item – Approval of adding to the annual budget an off-duty uniformed officer for the remainder of the 2022/2023 school year and continuing in the 2023/2024 school year at the Fleming Island Campus. The motion to approve adding to the annual budget an off-duty uniformed officer for the remainder of the 2022/2023 school year and continuing in the 2023/2024 school year at the Fleming Island Campus was made by Keith Smith; seconded by Mandy Hidalgo. The motion passed 4-0.

Approval of adding to the annual budget an off-duty uniformed officer starting in the 2023/2024 school year at the Orange Park Campus. The motion to approve adding to the annual budget an off-duty uniformed officer starting in the 2023/2024 school year at the Orange Park Campus was made by Mandy Hidalgo; seconded by Keith Smith. The motion passed 4-0.

- X. ANCORA MANAGEMENT COMMENTS – Memorandum of Understanding Putnam County. FYI ONLY NO BOARD ACTION REQUIRED.

Mrs. Risa B. Waldron, owner of Little Sprouts Learning Center preschool in Putnam County is converting her preschool into a private school for the 2023/2024 school year, which will be called Putnam Classical Academy. It is Mrs. Waldron’s desire to have the school become a Hillsdale College K-12 member candidate school called St. Johns Classical Academy, Putnam (K-8) starting in the 2025/2026 school year. A memorandum of understanding is being prepared by the Arnold Law Firm for the governing board to review and approve at a future date.

- XI. HEADMASTER COMMENTS - NONE

- XII. BOARD MEMBER COMMENTS - NONE

- XIII. ADJORNMENT: 6:08 PM

  
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Carlyle Martin, Board President

5-25-23  
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Date