

MEETING MINUTES

Name of Foundation: St. Johns Classical Academy

Board Meeting: January 22, 2018

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: January 22, 2018

Start: 6:00 pm

End: 8:22 pm

Next Meeting: February 5, 2018

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 6:00 pm with a Call to Order by Diane Hutchings. Quorum was established.

II. TIME CERTAIN ITEMS

III. CONSENT AGENDA - NO DISCUSSION UNLESS AN ITEM IS PULLED BY A BOARD MEMBER

A. APPROVAL OF MINUTES

B. PRINCIPAL'S REPORTS

1. ENROLLMENT REPORT

A. CURRENT WAIT LIST

B. WITHDRAWAL LOG

C. CURRENT APPLICATIONS

2. FINANCIAL REPORTS

A. DECEMBER FINANCIALS

B. CSP REPORT

3. COMMUNICATIONS REPORT

A. CCSD COMMUNICATIONS

4. STAFFING UPDATES

5. SUMMARY OF SCHOOL DISCIPLINE


Motion to approve the Consent Agenda was made by Daniel Johnson and seconded by Diane Hutchings. Motion was approved (3-0).

- IV. PUBLIC COMMENT – PLEASE COMPLETE A COMMENT CARD AND SUBMIT FOR THE RECORD - NONE

- V. BOARD DISCUSSION AND ACTION ITEMS
 - A. ON-GOING BUSINESS
 - 1. SCHOOL SITE UPDATES- DECISIONS NEEDED
 - A. FIELD, FURNISHINGS- SMART BOARDS VS PROJECTORS - DISCUSSION
 - 2. AUDIT FIRM FOR 2017-2018 FISCAL YEAR – WILL REQUEST AT LEAST 4 BIDS FROM AUDIT FIRMS.
 - 3. DISCUSSION OF FUNDS REGARDING BOND ISSUE
 - 4. MARKETING PLAN: BROCHURES, SIGNS, NEWSPAPER ADVERTISING, FACEBOOK BOOSTS
 - Motion to add a line item to the budget for \$3K for marketing was made by Amy Miller and seconded by Daniel Johnson. Motion was approved (3-0).**
 - 5. UPDATE ON SUPERINTENDENT’S STUDENT ACTIVITIES MANDATE
 - B. NEW BUSINESS
 - 1. CONTRACTS
 - A. YMCA PRYME TIME FOR 2018-2019
 - B. ADVANCED ED ACCREDITATION
 - 2. 2018-19 SCHOOL YEAR CALENDAR
 - Motion to adopt the CCSD calendar for the 2018-19 school year was made by Daniel Johnson and seconded by Amy Miller. Motion was approved (3-0).**
 - 3. MOVING PLAN FOR CURRENTLY STORED ITEMS
 - 4. FINANCIAL PLANNING
 - A. FUNDRAISING PLANS: COMMITTEE AND PROCESS
 - B. 2018-2019 BUDGET
 - 5. EMPLOYEE DRUG TESTING – DRAFT A PRE-HIRE POLICY.
 - 6. APPROVAL OF BYLAWS AND POLICY AMENDMENTS

- VI. DIRECTOR COMMENTS
 - A. STATUS ON CURRENT TASKS
 - 1. FSA PREPARATION
 - 2. BCSI VISIT
 - B. MARKETING

- C. CSP AUDIT
- D. HEALTH DEPARTMENT AUDIT
- VII. BOARD MEMBER COMMENTS
- VIII. ADJOURNMENT TIME: 8:22 PM



Diane Hutchings, President

Date: 2 / 6 / 2018