



**Jacksonville Classical Academy, Inc. (JXC)**  
**Jacksonville Classical Academy East (JXCE)**

Agenda for Joint Board of Directors Annual Meeting  
Location: 2043 Forest Street, Jacksonville, FL 32204  
August 10, 2023, 11:30 a.m.

MINUTES

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Members in Attendance

- Mr. John D. Rood (via phone)
- Mr. Len Allen (via phone)
- Dr. Allison DeFoor
- Ms. Rebecca Dugger
- Mr. Daryl Gottlieb
- Ms. Shantel Davis, JXC Parent Liaison (via phone)

School Personnel in Attendance

- Mrs. Lindsay Hoyt, Executive Director
- Ms. Kate Richardson, JXCE Parent Liaison
- Allison Becka
- Rick Davis

Members Absent

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1. Meeting Called to Order by Mr. Rood at 11:31 a.m.
  2. Attendance Roll Call recorded by Mr. Rood.
  3. Election of Board Officers
    - a. ***Motion to move Mr. Allen from a Class B to Class A board member (JXCE) to align with his JXC board term, with an expiration of July 31, 2023.***
    - b. ***Motion to nominate Mr. Allen to the Governing Board of JXC/JXCE for three years with a term expiring on July 31, 2026.***
    - c. ***Motion to elect Mr. Rood as Chairman for JXC/JXCE***
    - d. ***Motion to elect Mr. Allen as Vice Chairman for JXC/JXCE***
    - e. ***Motion to elect Mr. Gottlieb as Secretary/Treasurer for JXC/JXCE***
    - f. ***Motion to appoint Mr. Rood, Dr. DeFoor, and Ms. Davis as members of the Nominating Committee, with Mr. Rood as Chairman.***
    - g. ***Motion to appoint Mr. Gottlieb and Mr. Rood to the Audit Committee, with Mr. Gottlieb as Chairman.***

***Motion to approve 3a. and 3b. made by Ms. Dugger and seconded by Ms. Davis. Motion unanimously approved by the Board.***

***Motion to approve 3c. thru 3e. made by Dr. DeFoor and seconded by Ms. Davis. Motion unanimously approved by the Board.***

***Motion to approve 3f. and 3g. made by Mr. Allen and seconded by Ms. Dugger. Motion unanimously approved by the Board.***
  4. Adoption of Agenda

***Motion to approve the adoption of the agenda with the addition of current JXC/JXCE capacity approval and the 2024-2025 JXC/JXCE enrollment approval made by Mr. Allen and seconded by Ms. Davis. Motion unanimously approved by the Board.***

5. Adoption of Minutes  
*Motion to approve the adoption of minutes from the Emergency Joint JXC/JXCE Meeting on June 29, 2023 made by Mr. Gottlieb and seconded by Ms. Dugger. Motion unanimously approved by the Board.*
6. Public Comments – None  
*Board policy states that anyone wanting to make public comments, must make this request in writing 24 hours prior to the meeting.*
7. Chairman’s Report – John D. Rood  
*Mr. Rood thanked Ms. Haley and Mr. Warren for their service as founding board members. Their participation as a member of the board was instrumental to the schools’ success.*  
*He discussed the wonderful news that there was a 16-percentage point increase in 3<sup>rd</sup> grade reading scores at the main campus. He also reviewed the numerous capital improvements at both campuses. He mentioned the first ever orientation for the families of the kindergarten class.*
8. Executive Director’s Report – Lindsay Hoyt  
*Ms. Hoyt introduced the management team to the Board: Danielle Crain - Director of Student Services, Courtney Hughes – Director of Student Life, Kate Richardson - Compliance Coordinator, Becca Palmer - Marketing Manager, Joe Kleiner - IT Director, Brice Carmichael - Director of Facilities, and Sydnee Larson – Executive Assistant. Ms. Hoyt mentioned they are interviewing candidates for the JXCE Principal. Ms. Hoyt told the board that they have recruited and hired teachers for all open positions. They offered reading endorsement classes to prepare our teachers for the reading endorsement test. She reported that 9 summer camps were held at the main campus with enrollment over 300 children. She also mentioned that clubs will be offered this fall. National Honor Society will be at both campuses and they have contracted with Full Service Schools for mental health services.*
9. Principal’s Report – Nick Barker  
*Mr. Barker said it is a joy to come serve here every day. Teaching and administrative teams are amazing. Teachers are saying the schools are a breath of fresh air and they are committed to the work. Mr. Barker mentioned the high academic standards and increased accountability of our teachers. He said he is very excited to get all the kids and parents back in the building on Monday. We will continue to build the community and serve the families very well.*
10. Financial Report – Allison Becka
  - a. FY2023 Annual Financial Review – JXC/JXCE  
*Motion to add \$200,000 in expense contingency to the JXC and JXCE 2022-2023 budget in the event there are accounting adjustments. Motion to approve made by Mr. Allen and seconded by Ms. Davis. Motion approved unanimously by the Board.*
  - b. Approve 2023-2024 Amended Operating Budget – JXC/JXCE  
*Motion to approve the amended JXC budget with the following clarifications:*
    - Break out the Pre-K4 income expenses.
    - Add capital improvement costs as shown on the capital improvement schedule.*Motion to approve made by Ms. Dugger and seconded by Mr. Allen. Motion approved unanimously by the Board.*  
  
*Motion to approve the amended JXCE budget with the following clarifications:*
    - Add capital improvement costs as shown on the capital improvement schedule.
    - Add \$75,000 payroll contingency.*Motion to approve made by Ms. Dugger and seconded by Mr. Gottlieb. Motion approved unanimously by the Board.*

- c. Approve Gym Pre Construction Budget  
***Motion to approve the Gym Pre Construction Budget as submitted and proceed with architecture and engineering. Motion made by Ms. Davis and seconded Mr. Allen. Motion approved unanimously by the Board.***

11. Capital Project Report – Rick Davis

- JXC - Mr. Davis reported that the Resource Center and the Pre-K playground has been completed. Furniture for Pre-K has been received. Striping completed at crosswalks.
- JXCE – Mr. Davis reported that the JXCE play court will be poured soon. Canopies have been installed at the entrance to the JXCE school.

12. Audit Committee Report – None

13. Unfinished Business

- a. General Financial Policies Update

Ms. Hoyt reviewed the updates to this policy that were discussed at the previous board meeting and requested that the board approve this amended policy.

***Motion to approve revised policy made by Mr. Gottlieb and seconded by Mr. DeFoor. Motion approved unanimously by the Board.***

14. New Business

- a. Policy and Document Updates for JXC/JXCE
  - i. JXC Crisis Response Plan 2023-2024 - VOTE
  - ii. JXCE Crisis Response Plan 2023-2024 - VOTE
  - iii. Active Assailant (283)Plan JXC/JXCE 2023-2024 - VOTE
  - iv. 6700 Travel and Entertainment Expenses JXC/JXCE - VOTE
  - v. Signing Authority Resolutions for JXC/JXCE – VOTE

***Motion to approve 14a i. thru v. made by Mr. Gottlieb and seconded by Ms. Dugger. Motion approved unanimously by the Board.***

- b. ADDED – School Capacity. Motion to approve school capacity for fall of 2023 as provided for JXC (832) and JXCE (283), effective August 15, 2023.

***Motion to approve made by Mr. Allen and seconded by Ms. Davis. Motion approved unanimously by the Board.***

- c. ADDED – 2024/2025 School Year Enrollment. Motion to approve 2024/2025 capacity at JXC (840 students) and JXCE (290 Students).

***Motion to approve made by Dr. DeFoor and seconded by Ms. Dugger. Motion approved unanimously by the Board.***

15. Board Comments

***Mr. Rood thanked all the board members that made time for the meeting today. So many great teachers and parents returning this year. There is such joy and enthusiasm when walking the hallways. The teachers are grateful and excited.***

16. Adjournment – 12:40 p.m.

*Next Regular Board Meeting – November 16<sup>th</sup> at 11:30 a.m. at JXCE.*