



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

Agenda for Joint Board of Directors Special Meeting
Location: 5900 Forest Street, Jacksonville, FL 32207
June 15, 2023, 11:30 a.m.

MINUTES

Members in Attendance

- Mr. John D. Rood, JXC Chairman
- Mr. Len Allen, JXCE Chairman (via phone)
- Dr. Allison DeFoor, JXC Vice Chair, JXCE Secretary / Treasurer
- Mr. Daryl Gottlieb (via phone)
- Ms. Colleen Haley, JXC Secretary (via phone)
- Ms. Rebecca Dugger (via phone)

School Personnel in Attendance

- Mrs. Lindsay Hoyt, Executive Director
- Ms. Lancy Hinson, Preschool Director
- Ms. Kate Richardson, JXC/JXCE Parent Liaison
- Mr. Nick Barker, JXC Interim Principal
- Ms. Rebekah Walton, JXCE Interim Principal

Members Absent

- Mr. Cleve Warren, JXC Treasurer
- Ms. Shantel Davis, JXC Parent Liaison
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1. Meeting Called to Order by Mr. Rood at 11:36 a.m.
 2. Attendance Roll Call recorded by Mr. Rood.
 3. Adoption of Agenda
 - a. ***Motion to approve the adoption of agenda adding Code of Conduct and District Progression Plan, was made by Mr. DeFoor and seconded by Ms. Dugger. Motion unanimously approved by the Board.***
 4. Adoption of Minutes
 - a. ***Motion to approve the adoption of minutes was made by Mr. DeFoor and seconded by Mr. Gottlieb Motion unanimously approved by the Board.***
 5. Public Comments
 - a. Ms. Bishop discussed the school lunch program, supplies, and uniforms.
 - b. Ms. Spencer discussed the school lunch program and other general comments concerning the operation of the school.
 - c. A letter, regarding uniform policy, from Ms. Bryan was presented to the board. (All board members were emailed a copy of her letter.)
 6. **Pre-K 4 Executive Director's Report – Lancy Hinson**
 - a. Ms. Hinson discussed the significant progress that has been made and that the pre-k program is on track for licensing. She mentioned there is only one spot left, and there are 50 families expressing interest. Majority of staff has been hired and they are passionate about early learning. It will be a stimulating learning experience, and parents are so excited about the pre-school.
 7. **JXC Principal's Report – Nick Barker**
 - a. Mr. Barker discussed the end of year ceremony, where 9 students were recognized. Several teachers were recognized for the Socrates Award.

- b. 85% of teacher vacancies have been filled, and interviewing is ongoing. He mentioned the that they have had phenomenal candidates and they all want to be a part of JXC.
- c. Mentor teachers will work with Mr. Barker to create policies, expectations of teachers, and best practices. A reading endorsement class was held on June 5th and over 20 JXC staff attended. We are in partnership with Flagler College Institute for Classical Education, and they hosted teachers and administrators for workshops.
- d. There has been positive feedback from parents at in person meetings and on phone calls. Uniform issues have been brought up and a uniform assistance program will be implemented.

8. JXCE Principal’s Report – Rebekah Walton

- a. Ms. Walton reported that they ended the school year with a positive – fun activities for students and families. Muffins for Moms was a huge success.
- b. Forty students have registered for summer school and we will work on improving literacy and math skills. Kids are excited and enjoying the time with their teachers.
- c. We ended the school year with 223 students. Currently, we are at 298 students for the 23-24 school year. Our goal is to have 21 teachers. There are 7 openings – kindergarten, 1st and 6th grade.
- d. In the fall we will continue to assist our students with their deficits by implementing one on one instruction to get them where they need to be.

9. Executive Director Report – Lindsay Hoyt

- a. Ms. Hoyt discussed how they have bonded as a team through many challenges, and they are on a collective mission to provide an exceptional experience for our students. The team is committed to the growth and success of JXC & JXCE.
- b. Word is getting out that things are changing. There are three teachers that are coming back that had previously left. Parents are excited about being welcomed to the school, and they feel very confident about the trajectory.
- c. We have had 20 major events on campus (JXC) – field trips to MOSH and Cummer, and a carnival that was attended by over 600 people.
- d. We are actively searching for a JXCE principal. FHAA Board approved JXC, and Athletic Director Justin Smith came onboard June 1st to build out the athletics program. Girls Soccer went to district championship.
- e. Current year professional development points have been processed and credited to future teacher certificates. Youth mental health training is being held and 92% at JXCE and 94% at JXC have completed the training.
- f. We are focusing on enrollment – direct mailings, parent information nights, tours, radio shows, and radio ads with 4 stations in Jacksonville. We reached out to 9 churches in the Riverside area and 7 in Arlington, to development relationships with them. We have a Refer a Friend program where they will get a \$50 Poindexter gift card. We want to keep kids and families engaged. Iceman Spirit Night will be in November. Activities calendar will be finalized in the next few weeks.
- g. There will be one website for both schools instead of multiple websites.

10. Chairman’s Report

- a. We are focused on excellence, getting parents engaged, into the school, to be a part of the school culture. Summer camp programs, carnival was very successful. Wonderful to see everything that is happening. A play court is going in at JXCE, that was donated by a site work construction company. Thank you to Optima for helping with a smooth transition.

11. Financial Report – Susan Turner

- a. Review Q3 Financial Statements for JXC & JXCE.
Motion to accept financial statements made by Mr. DeFoor, seconded by Mr. Allen. Motion approved unanimously by the Board.

12. Audit Committee Report

- a. Approve FY2023 (2022-23), JXCE Audit by Carr, Riggs, & Ingram. (VOTE)
Motion to approve audit by Carr, Riggs, & Ingram made by Mr. Allen, seconded by Mr. DeFoor. Motion approved unanimously by the Board.

13. **Unfinished Business** – None

14. **New Business**

- a. Approve adding Executive Director Lindsay Hoyt & Compliance Coordinator Kate Richardson as a signatory to JXC & JXCE bank accounts. (VOTE)
Motion to approve made by Mr. DeFoor, and seconded by Mr. Allen. Motion approved unanimously by the Board.
- b. Approve opening two new bank accounts for JXC & JXCE. (VOTE)
Motion to approve made by Mr. Allen, and seconded by Mr. DeFoor. Motion approved unanimously by the Board.
- c. Approve the requirement for JXC & JXCE to have two signatories on any checks in excess of \$100,000. (Current signatories are John D. Rood & Lindsay Hoyt). (VOTE)
Motion to approve made by Mr. Allen, and seconded by Ms. Haley. Motion approved unanimously by the Board.
- d. Approve the JXCE land purchase of \$619,733.00 from ACA, Inc. and the note from Vestcor Family Foundation. (John D. Rood & Len Allen recusing themselves from voting). (VOTE)
Motion to approve made by Ms. Haley, and seconded by Mr. DeFoor. Motion approved unanimously by the Board.
- e. Approve transactions of \$1,269,868.90 for the FY ending 06/30/22, which comprise the current open balance for the JXCE Promissory Note from Vestcor Family Foundation dated April 28, 2021 (everything except the land purchase). (John D. Rood & Len Allen recusing themselves from voting). (VOTE)
Motion to approve made by Ms. Haley, and seconded by Mr. DeFoor. Motion approved unanimously by the Board.
- f. Approve calendar year joint Board meeting schedule for JXC & JXCE. (VOTE)
Motion to approve made by Mr. DeFoor, and seconded by Mr. Allen. Motion approved unanimously by the Board.
- g. Discuss JXC/JXCE Board member terms and offices.
- h. Approve 2021 JXCE 990's. (VOTE)
Motion to approve by Mr. DeFoor, and seconded by Mr. Allen. Motion approved unanimously by the Board.
- i. Approve current Parent Liaison for JXC (Shantel Davis) & JXCE (Kate Richardson) for FY2024 (2023-2024). (VOTE)
Motion to approve made by Mr. DeFoor, and seconded by Ms. Haley. Motion approved unanimously by the Board.
- j. Approve JXC & JXCE Executive Director Lindsay Hoyt contract for FY2024 (2023-2024). (VOTE)
Motion to approve made by Mr. Allen, and seconded by Mr. DeFoor. Motion approved unanimously by the Board.
- k. Approve the continuance of the interest free loan from Vestcor Family Foundation, in lieu of the proposed Truist 6.25% for five years loan. (VOTE)
Motion to approve made by Ms. Haley, and seconded by Mr. DeFoor. Motion approved unanimously by the Board.
- l. Approve JXC & JXCE FY2023-2024 Budget. (VOTE)
Motion to approve made by Mr. DeFoor, and seconded by Len Allen. Motion approved unanimously by the Board.
- m. Approve the JXC/JXCE 2023-2024 Employee Handbook. (VOTE)
Motion to approve made by Ms. Dugger, and seconded by Ms. Haley. Motion approved unanimously by the Board.
- n. Approve the JXC/JXCE 2023-2024 Family and Student Handbook. (VOTE)
Motion to approve made by Ms. Dugger, and seconded by Ms. Haley. Motion approved unanimously by the Board.

- o. Approve Code of Conduct
Motion to approve made by Ms. Dugger, and seconded by Ms. Haley. Motion approved unanimously by the Board.
- p. District Progression Plan
Motion to approve made by Mr. Allen, and seconded by Mr. DeFoor. Motion approved unanimously by the Board.

15. Board Comments

- a. *Mr. Rood thanked all the board members. Thanks to Susan Turner for the smooth transition. Thanks to all the visitors and staff members for being here.*

16. Adjournment – 1:17 p.m.

Next Annual Board Meeting – August 10, 2023 at 11:30 a.m. at JXC.