



**Jacksonville Classical Academy, Inc. (JXC – Riverside Campus)
Jacksonville Classical Academy East, Inc. (JXCE – Ft. Caroline Campus)**

Minutes for Joint Annual Board of Directors Meeting

Location: Jacksonville Classical Academy Resource Center, 2043 Forest Street, Jacksonville, FL 32204

May 14th, 2026 11:30 AM

Preliminary – not approved by the Board

Members in Attendance

- ❖ Mr. John D. Rood, Board Chairman
- ❖ Mr. Daryl Gottlieb
- ❖ The Honorable Arthur Graham
- ❖ Mr. Tyler Matthews (via phone) (left at 1:14pm)
- ❖ Rebecca Stubbs (via phone at 11:41am)
- ❖ Dr. Allison DeFoor (via phone at 11:47am)

School Personnel in Attendance

- ❖ Mrs. Caitlyn Nemeth, Operations Director, JXC Parent Liaison
- ❖ Ms. Kate Richardson, Compliance Coordinator
- ❖ Mr. Nick Barker, Principal (Riverside Campus)
- ❖ Ms. Claudia Shisler, Principal (Ft. Caroline Campus)
- ❖ Ms. Courtney Hughes, Director of Student Life, JXCE Parent Liaison
- ❖ Ms. Kelly Goddin, SFS Representative (via phone)
- ❖ Mr. Rick Davis

Members Absent

- ❖ Ms. Shantel Davis

Call to Order and Quorum.

An annual meeting of the Joint Board of Directors of Jacksonville Classical Academy, Inc. (“JXC or Riverside”) and Jacksonville Classical Academy East, Inc. (“JXCE or Ft. Caroline”) was held pursuant to public notice on May 14, 2026, at 11:30 a.m., at 2043 Forest Street, Jacksonville, Florida, and via Zoom. A quorum was present and the meeting was called to order at 11:38 a.m.

Adoption of Agenda

Motion to approve the agenda with the addition of the Q3 Financial Report for JXC and JXCE and the ETM proposal was made by Mr. Gottlieb, seconded by Mr. Graham, and approved unanimously by the Board.

Approval of Prior Minutes

Motion to approve the Joint Special Board Meeting minutes dated 10/08/25 and the Joint Regular Board Meeting minutes dated 02/05/26 made by Mr. Gottlieb, seconded by Ms. Stubbs. Motion unanimously approved by the Board.

Presiding Officers.

Mr. Rood served as Chairman, and Mr. Gottlieb served as Secretary.

Public Comments. None

Chairman Update.

Mr. Rood reported that the school culture continues to strengthen, with students earning recognition in Latin, debate and rhetoric, and athletics. He expressed pride in the accomplishments of students and the positive momentum across campus.

He shared that administration is focused on long-term high school progression and scheduling, working with the academic team to expand Advanced Placement (AP) opportunities and hire additional instructors to support those programs. Mr. Rood also reflected on a recent classical education conference in Miami attended by faculty members, noting Florida's growing leadership role in the classical education movement and the strong support from state leadership and the Florida Department of Education.

In facilities planning, leadership has begun developing a five-year campus master plan to maximize use of school property. Potential future additions discussed include sand volleyball courts, track and field training areas, and pickleball courts, with architects scheduled to assess development opportunities on campus.

Mr. Rood also provided an update on facilities funding, sharing that the school finalized approval with the City of Jacksonville for the previously awarded \$1.8 million gym grant, eliminating the need for a major capital campaign. Additional funding opportunities, including a PECO grant and a potential \$1 million foundation contribution for athletic field improvements, remain under consideration. He concluded by expressing optimism for the continued growth and future direction of the school.

Ft. Caroline Principal Update.

Mrs. Shisler, Principal of JXCE, shared excitement about the strong momentum and growth experienced across the Fort Caroline campus this year. She reflected on the recent classical education conference in Miami, noting the encouragement gained from collaborating with educators across Florida and the state's growing leadership in the classical education movement.

An academic update was provided as the school concluded PM3 testing. Preliminary results indicate strong performance, particularly in third grade reading, where students achieved 93% proficiency. Mrs. Shisler praised the work of teachers and students and highlighted the strength of the school's foundational academic model, noting that the current third grade class is the first cohort to attend continuously from kindergarten through third grade. She also shared that 91% of students who began the year reading on grade level maintained proficiency. Continued intervention and support efforts for fourth grade students were also discussed.

Mrs. Shisler shared that administration has been conducting individual staff meetings focused on professional growth, collaboration, and goal setting for the coming year. She also highlighted several end-of-year events, including "Jet Jam," a carnival-style celebration tied to student achievement and testing growth, as well as upcoming fifth grade and Pre-K celebrations. The recent patriotic spring recital was also recognized as a meaningful event celebrating the nation's 250th anniversary.

Enrollment trends for next year remain positive, particularly in Pre-K, with increased applications and campus tours resulting from targeted marketing efforts. Staffing plans are being developed strategically to support enrollment growth while maintaining stability in the lower grades.

Finally, Mrs. Shisler announced that the school's CSP grant was approved, providing funding for campus enhancements including shade structures, musical instruments, risers, and curriculum support. She recognized staff

members for their extensive work in securing grant funding that will continue to strengthen the educational experience for students.

Riverside Principal Update

Mr. Barker, Principal of JXC, reflected on the many accomplishments and areas of growth occurring across both campuses during this season of testing, planning, and preparation for the upcoming school year. He noted that while the schools continue to celebrate successes, this time of year also provides an opportunity to identify areas for improvement and begin strategic planning for the future.

Mr. Barker provided an update on teacher certification and professional development efforts, sharing that approximately 96% of Riverside teachers and 98% of Fort Caroline teachers are currently certified, with most holding classical education certification. He emphasized that maintaining certification and developing long-term renewal systems remain priorities as the classical certification process continues to evolve in Florida. Administration is working closely with staff to establish structured renewal plans and identify meaningful professional development opportunities.

The schools continue to utilize resources such as ClassicalU, in-house training, conferences, and partnerships with organizations including the Florida Institute for Classical Learning (FICL) and Flagler. Mr. Barker highlighted the recent Miami classical education conference as an example of the valuable training opportunities available to faculty and noted the schools' desire to remain engaged in shaping future classical certification standards in Florida.

Additional discussion focused on the differences between traditional state certification and the classical certification model, which emphasizes mentorship, administrator evaluation, professional development, and demonstrated teaching effectiveness. Mr. Barker also clarified that while bonuses are not directly tied to certification status, additional compensation opportunities exist for lead teachers, coaches, faculty demonstrating exceptional commitment, and teachers achieving strong academic growth outcomes. Administration continues developing systems to ensure teachers remain on pace to meet ongoing professional development requirements.

Curriculum List for Approval (State Requirement): Mr. Barker shared that several novels within the curriculum have been adjusted over time to ensure texts remain developmentally appropriate while maintaining academic rigor and alignment with the school's classical education model. He noted that students continue to engage with full-length, challenging literature across grade levels, and that teachers intentionally incorporate required state standards into instruction to support academic growth and curriculum accountability. Mr. Barker concluded by offering to answer any additional questions regarding curriculum and instructional materials.

Operations Update.

Mrs. Nemeth, Operations Director, provided updates regarding facilities, maintenance, and operational planning across both campuses. She highlighted the addition of Facilities Manager Timothy Haynes, who joined the team in February and has already made a significant positive impact through his leadership and organization of the facilities department. She also shared that the schools successfully transitioned cleaning and facilities operations in-house several months ago, with the facilities team performing exceptionally well in maintaining both campuses and supporting school events.

The opening of the new gym in January has expanded opportunities for athletics, student activities, and community events, including basketball games, tournaments, dances, prom, science fairs, and parent events. Mrs. Nemeth noted that facilities operations continue to run smoothly as the team supports both daily campus needs and growing event usage.

Summer collaboration between the Riverside and Fort Caroline facilities teams is planned to support major maintenance and improvement projects, including floor refinishing, painting, and campus preparation for the upcoming school year. Teachers have also received end-of-year checkout procedures to assist with summer planning.

Mrs. Nemeth further shared that operations staff are working closely with accountants and school leadership on development of next year's budget and expressed optimism regarding the financial outlook for both schools. Additional work is also underway to implement equipment and resources funded through the recently approved CSP grant for Fort Caroline.

Capital Projects Update

Mr. Davis reported on the recent quarterly facilities and grounds inspections conducted across both campuses, during which approximately 225 items were evaluated for cleanliness, maintenance, safety, and overall condition. He noted that despite the typical wear associated with the end of the school year, both campuses performed better than in previous years. Riverside received an overall score of 81, Fort Caroline received an 80, and the newly opened gym received a 75, with maintenance and cleanliness improvements already underway for the facility.

Several priority improvement areas were identified, including HVAC monitoring and temperature regulation at Fort Caroline, water leaks and ceiling tile damage at Riverside, and continued maintenance needs in student restrooms due to heavy daily use. Additional focus areas included improving storage room organization and addressing maintenance needs related to security cameras with obstructed or unclear views.

Student Life Report

Ms. Hughes reviewed results from a recent anonymous staff survey, which reflected strong confidence in school leadership, positive communication, and a supportive work environment. She highlighted that 100% of staff members at both campuses indicated their intention to return next year, describing the results as a strong reflection of the positive culture established across the schools. Survey participation was also reported to be nearly 100%, providing valuable feedback for leadership.

Additional discussion focused on student life, athletics, and school culture. Ms. Hughes highlighted the continued growth of athletic programs and extracurricular involvement, noting their positive impact on student engagement and community pride. The track and field program expanded significantly this year to 65 middle and high school student-athletes, with several students advancing to district and regional competition for the first time in school history. She also recognized the accomplishments of the baseball program during its second season, including strong participation from younger students competing against older athletes and the addition of a new on-campus batting cage to support training and development. Overall, she emphasized the continued growth of athletics and student activities as important contributors to school culture and student experience.

Nominating Committee - NONE

Audit Committee - Daryl Gottlieb

Audit Committee Chair Daryl Gottlieb reported that the preliminary SY26-27 annual budgets were reviewed with administration and continue to track in line with expectations, with no major financial concerns identified. He shared confidence that both schools remain on a positive financial trajectory and noted that leadership is implementing a more conservative budgeting approach by projecting revenues at approximately 95% of current enrollment levels to create greater financial stability and reduce the need for mid-year adjustments.

Mr. Gottlieb also reviewed proposed Q3 budget amendments related to capital expenditures at Jacksonville Classical Academy East. Proposed projects include outdoor seating additions, expanded student lounge seating, and architectural programming work by PQH Architects as part of the school's developing five-year campus master plan.

The improvements are intended to support future campus development and enhance student spaces across the school. He concluded by noting that board approval would be required for the revised budget amendments and accompanying financial reports.

A motion to approve the Q3 financials for JXC and JXCE was made by Mr. Rood and seconded by Mr. Gottlieb. Motion was approved unanimously by the Board.

Unfinished Business

- a. Leadership Award – Moved to the next meeting.
- b. JXC and Eleven 22 Facility Use Agreement Summary

Mr. Rood revisited discussions regarding the proposed facility use agreement with 1122, which would allow use of the gymnasium for Sunday worship services and classrooms for youth programming during the week. He shared that legal counsel reviewed the arrangement and confirmed that it complies with all applicable requirements related to public charter school facilities and separation of church and state considerations. It was also noted that the organization currently utilizes facilities at several public schools in neighboring districts.

Under the proposed agreement, 1122 would pay \$6,000 per month in rental fees and invest approximately \$500,000 in facility improvements, including lighting, curtains, sound systems, and audiovisual upgrades, all of which would ultimately remain property of the school. Mr. Rood emphasized that these enhancements would benefit future school productions, performances, and events while also increasing community awareness of the school.

Board discussion included liability coverage, maintenance expectations, and operational flexibility. Administration confirmed that the organization would maintain liability insurance naming the school as additionally insured and that the agreement includes standards for facility care and cleanliness. Leadership expressed confidence that the partnership would provide meaningful financial and facility benefits while maintaining flexibility should the arrangement no longer meet the school's expectations.

Motion to approve the JXC and Eleven 22 Facility Use Agreement made by Mr. Matthews seconded by Mr. Graham. Motion approved unanimously by the Board.

New Business.

- a. Final SY26-27 Enrollment Projection for JXC and JXCE – VOTE
Motion to approve the final SY26-27 Enrollment Projection for JXC and JXCE made by Ms. Stubbs seconded by Mr. Graham. Motion approved unanimously by the Board.
- b. Comprehensive Evidenced Based Reading Plan (CERP) for JXC and JXCE – VOTE
Motion to approve the Comprehensive Evidenced Based Reading Plan for JXC and JXCE made by Mr. Gottlieb seconded by Mr. Graham. Motion approved unanimously by the Board.
- c. Employee & Family Handbooks for JXC and JXCE – VOTE
Moved to next meeting.
- d. Opt-in again to DCPS Mental Health Allocation Plan for JXC and JXCE.
Motion to approve 14d made by Ms. Stubbs seconded by Mr. Gottlieb. Motion approved unanimously by the Board.
- e. Board Notification of Parent Concern
The board was made aware and the issues have been discussed with the parent.
- f. Optima Reconciliation – VOTE
Motion to approve the Optima reconciliation made by Mr. Gottlieb, seconded by Mr. Graham, contingent upon legal review and approval. Motion approved unanimously by the Board.

- g. Policy Approvals – VOTE
 - i. JXC 4004 Food Service Policy 2026
Motion to approve made by Mr. Graham, seconded by Mr. Gottlieb. Motion approved unanimously by the Board.
 - ii. JXC 5001 Medical Policy 2026
Motion to approve made by Ms. Stubbs, seconded by Mr. Graham. Motion approved unanimously by the Board.
 - iii. JXC 5002 Safety and Security Policy 2026
Motion to approve made by Mr. Graham, seconded by Mr. Gottlieb. Motion approved unanimously by the Board.
 - iv. JXC 5004 Files and Record Management Policy 2026
Motion to approve made by Mr. Graham, seconded by Mr. Mathews. Motion approved unanimously by the Board.
 - v. JXC 5005 Emergency Policy 2026
Motion to approve made by Mr. Graham, seconded by Mr. Mathews.
 - vi. JXC 5006 Public Records Request Policy 2026
Motion to approve made by Ms. Stubbs, seconded by Mr. Graham. Motion approved unanimously by the Board.

Board Comments – NONE

This meeting was adjourned at 1:18 p.m.

The next Joint Regular Board Meeting is scheduled for September 17, 2026 at 11:30 a.m.

Approved by the Governing Board on _____.

Daryl Gottlieb
Board Secretary
Jacksonville Classical Academy, Inc.
Jacksonville Classical Academy East, Inc.