

Cornerstone Classical Academy
September 28, 2021, 4 p.m.
Board of Directors Meeting
Minutes
Cornerstone Classical Academy
2360 St. Johns Bluff Road S. Jacksonville, FL 32246

Call to Order: Meeting called to order at 4:05 p.m.

	Present	Absent	Late
Mrs. Lindsay Hoyt, President	X		
Mr. David Wood, Secretary	X		
Mr. Chris Engl, Treasurer	X		
Mrs. Sally Lutz	X		

Roll Call: A quorum was established.

Guests: Mrs. Edi Wohlgemuth, Mrs. Dawn Oehmann

Reading the Mission Statement, Director Hoyt: The mission of Cornerstone Classical Academy is to sharpen the minds and cultivate the hearts of students through a content-rich classical education in the liberal arts and sciences, with instruction in the principles of moral character, civic virtue, and knowledge of truth.

Agenda: Motion to approve the agenda by Dir. Lutz, seconded by Dir. Engl. Unanimously approved.
Motion to amend the motion to includes a vote on HVAC inspection by Dir. Engl, seconded by Dir. Lutz. Unanimously approved.

Public Comments: none

Consent Agenda: Motion to approve the consent agenda consisting of meeting minutes for July 27, 2021, Aug. 26, 2021, and Sept. 22, 2021; July and Aug. 2021 financials; and Florida Consortium of Public Charter Schools State Approved Evaluation Systems for School Based Administrators and Classroom Teachers and other Instructional Personnel by Dir. Wood, seconded by Dir. Lutz.

Reports of Officers and Standing Committees

- a) Audit and Financial Oversight Committee
 - 1) Independent Auditor's Report: Motion to approve the independent auditor's report by Dir. Engl, seconded by Dir. Lutz. Unanimously approved.

Executive Director's Report: no questions from the Board

Unfinished Business

- a) Duval County Funding Deficit: Motion to give the Executive Director (ED) authority to file suit against DCPS regarding the funding deficit between 552 students and the actual enrollment by Dir. Engl, seconded by Dir. Lutz. Unanimously approved.

New Business

- a) Out of Field Teacher: Motion to approve the following out of field teachers: Robin Siegers for English, Mirna Blaylock for Latin, Jason Trent for math and science, Deana Snider for Latin, and Deborah Raab for history, by Dir. Wood, seconded by Dir. Engl. Unanimously approved.
- b) Enrollment Projection: Motion to approve the 2022-2023 enrollment project of 772 students by Dir. Engl, seconded by Dir. Lutz. Unanimously approved.

- c) Enrollment Allocation: Discussion of enrollment distribution by grade, the number of students allowed per classroom or teacher, and the number of students allowed per grade level grouping.
- d) School Mint Contract: Motion to renew the School Mint contract by Dir. Lutz, seconded by Dir. Wood. Unanimously approved.
- e) Board Travel Expenses: Motion to approve travel expenses for Board Members to attend the 2021 Florida Charter School Conference by Dir. Wood, seconded by Dir. Lutz. Unanimously approved.
- f) COVID Policy: Motion to update the COVID policy by Dir. Engl, seconded by Dir. Wood. Unanimously approved.
- g) Lunch Vendor: Motion to terminate current lunch vendor and authorize ED to select a new vendor by Dir. Wood, seconded by Dir. Lutz. Unanimously approved.
- h) Executive Director Evaluation: Motion to table discussion of the ED evaluation template by Dir. Wood, seconded by Dir. Hoyt. Unanimously approved.
- i) Facility Cleaning: Motion to transition to in-house cleaning personnel by Dir. Engl, seconded by Dir. Lutz. Unanimously approved.
- j) Election of Officers: Motion to elect Dir. Hoyt as Chairwoman, Dir Wood as Secretary, and Dir. Engl as Treasurer by Dir. Lutz, seconded by Dir. Wood. Unanimously approved.
- k) Window Replacement: Motion to approve the window replacement project by Home Rite utilizing the Elementary and Secondary School Emergency Relief Fund by Dir. Engl, seconded by Dir. Wood. Unanimously approved.
- l) Voluntary Prekindergarten (VPK): Motion to start the process of establishing a VPK program to open in 2022 by Dir. Wood, seconded by Dir. Lutz. Unanimously approved. Dir. Engl requests a business plan inclusive of forecast budgets.

HVAC Inspection: Motion to approve up to \$8000 for an inspection of the HVAC system and pending the outcome to make a 3rd party company and give authorization to Executive Director to select vendor for inspection. Dir. Engl, seconded by Dir. Lutz. Unanimously approved.

Adjourn: Motion to adjourn by Dir. Wood, seconded by Dir. Lutz. Unanimously approved.

Board Meeting adjourned at 6:04 p.m.

Minutes approved by the Board of Directors on December 8, 2021.

A handwritten signature in black ink, appearing to read "D Wood III". The signature is fluid and cursive, with a large initial "D" and a stylized "W".

By: Mr. David Wood, CCA Board Secretary