

**Cornerstone Classical Academy**  
**December 8, 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 4:07 p.m.

	<b>Present</b>	<b>Absent</b>	<b>Late</b>
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, Ms. Amber Rodenkirch

**Reading the Mission Statement, Dir. Engl:** 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.

**Consent agenda:** Motion to approve the agenda to include: December 1, 2021 Special Board Meeting minutes, October 2021 Financials, and November 2021 Financials, by Dir. Engl, seconded by Dir. Wood. Unanimously approved.

**Public Comments:** none

**Treasurer's Report:** no discussion

**Executive Director's Report:** Discussion of the federal school lunch program, voluntary prekindergarten preparations and budget, financial management, water line, environmental permitting for roadwork, and American Land Title Association survey

**Unfinished Business**

- a. Executive Director Evaluation: Motion to approve the executive director (ED) evaluation rubric by Dir. Lutz, seconded by Dir. Wood. Approved 3-1 (Engl voted no).

**New Business**

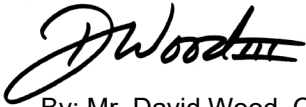
- a. Employee Handbook: Motion to give ED authority to make updates to the employee handbook by Dir. Lutz, seconded by Dir. Wood. Motion to amend the motion to require the ED to notify the board of any updates to the employee handbook by Dir. Wood, seconded by Dir. Lutz. Unanimously approved.
- b. Portable Renovations: Motion to approve renovations for six portables by Dir. Lutz, seconded by Dir. Engl. Motion to amend the motion not to exceed \$35,000 for flooring and decking materials by Dir. Wood, seconded by Dir. Lutz. Unanimously approved.
- c. Minutes: Motion to approve the Sept. 28 minutes with edits discussed by Dir. Lutz, seconded by Dir. Engl. Unanimously approved.
- d. Payment Processor: Motion to approve the My School Bucks contract by Dir. Engl, seconded by Dir. Wood. Discussion of fee structure. Unanimously approved.

- e. Strategic Plan: Motion to approve the strategic plan with edits discussed by Dir. Wood, seconded by Dir. Engl. Discussion of edits and funding expectations and goals. Motion to amend the motion to table the discussion by Dir. Engl, seconded by Dir. Wood. Approved 3-1 (Dir. Hoyt voted no)

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

**Board Meeting adjourned at 5:51 p.m.**

Minutes approved by the Board of Directors on February 22, 2022.

A handwritten signature in black ink that reads "D Wood". The signature is stylized with a large, looping initial "D" and a cursive "Wood".

By: Mr. David Wood, CCA Board Secretary