



**Cornerstone Classical Academy
March 30, 2021, 4:00 p.m.
Board of Directors Meeting
Minutes**

2360 St. Johns Bluff Road S. Jacksonville, FL 32246

Call to Order: Meeting called to order at 4:03 p.m.

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

Roll Call: A quorum was established.

Guests: Mrs. Dawn Oehmann, Mr. David Hoyt, Mr. Brian Hosang, Mrs. Allie Mora

Mission Statement, read by Dir. Lutz: 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 by agenda by Dir. Wood, seconded by Dir. Engl. Unanimously approved.

Public Comments

- a) Meredith Holladay - 1507 Holly Oaks Lake Road West, Jacksonville, Florida 32225
- b) Kristen Boucher - 4847 Mariners Point Drive, Jacksonville, Florida 32225

Reports of Officers and Standing Committees

- a) Audit and Financial Oversight Committee
 - 1) Monthly financials – Motion to approve February 2021 Financials by Dir. Lutz, seconded by Dir. Baker. Unanimously approved.
 - 2) Audit Committee – Motion to approve Audit Committee Charter with Lauren Wilder as chair by Dir. Engl, seconded by Dir. Baker. Unanimously approved.
 - 3) Financing Solution – Motion to approve investors' financing solution to not redeem \$800,000 in bonds and retain the \$800,000 in CSP funding by Dir. Engl, seconded by Dir. Wood. Unanimously approved.
 - 4) AF+O Function Descriptions – Motion to approve budget & financing planning, audit, and investments function descriptions by Dir. Engl, seconded by Dir. Lutz. Unanimously approved.

Treasurer's Report

Principal's Report

Unfinished Business

- a) Organizational Chart – Motion to approve the 2021-22 org chart by Dir. Wood, seconded by Dir.

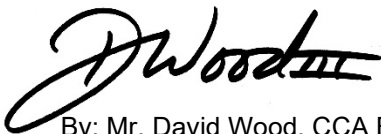
- Engl. Unanimously approved.
- b) Benchmark Assessment – Motion to approve the NWEA MAP benchmark assessment contract not to exceed \$12,000 by Dir. Lutz, seconded by Dir. Baker. Unanimously approved.
 - c) Facility Updates – Motion to approve wall removals in the main building and buildings A and B; and in buildings A, B, and C: wood rot repair, exterior painting, door and window replacement, and security keypad replacement not to exceed \$86,000 by Dir. Baker, seconded by Dir. Wood. Unanimously approved.
 - d) Principal Stipend – Motion to table the principal stipend discussion by Dir. Wood, seconded by Dir. Engl. Unanimously approved.
 - e) Parent Liaison – Motion to approve Amber Rodenkirch as parent liaison for the remainder of the 2020-21 school year by Dir. Baker, seconded by Dir. Wood. Unanimously approved.
 - f) Cleaning Services – Motion to approve Office Pride not to exceed \$6,700 for a one-month contract for cleaning by Dir. Baker, seconded by Dir. Lutz. Unanimously approved.

New Business

- a) Playground discussion
- b) Property Insurance Renewal Policy – Motion to approve property insurance: 3% wind and \$2,500 AOP deductible with \$485,000 contents coverage currently, with option to increase to \$1,000,000 in contents, not to exceed \$20,000 in total annual premium by Dir. Engl, seconded by Dir. Lutz. Unanimously approved
- c) Teacher Contract – Motion to table teacher contract by Dir. Engl, seconded by Dir. Lutz. Unanimously approved.
- d) Therapy Services – Motion to approve Florida Kids Therapy Services contract for 2021-22 by Dir. Baker, seconded by Dir. Wood. Unanimously approved.
- e) Professional Staff Development – Motion to approve Signature School Solutions agreement not to exceed \$4,000, the addendum to Kristen Rodriguez's consulting agreement not to exceed \$400, Math Champions Professional Development agreement not to exceed \$6,200, and Access Literacy agreement not to exceed \$5,200 by Dir. Lutz, seconded by Dir. Baker. Unanimously approved.
- f) Executive Search – Motion to table executive search discussion by Dir. Wood, seconded by Dir. Baker. Approved 4-1 (nay: Dir. Engl).
- g) Board Training – Motion to approve RFP for board training by Dir. Engl, seconded by Dir. Baker. Unanimously approved.
- h) Audit of IT Contract Work – Motion to approve RFP for audit of IT contract work by Dir. Lutz, seconded by Dir. Engl. Unanimously approved.
- i) Retirement Package – Motion to approve RFP for retirement plan by Dir. Engl, seconded by Dir. Wood. Unanimously approved.
- j) Childcare for Planning Days – Motion that the board is not opposed to minor children of staff providing informal childcare on staff planning days by Dir. Wood, seconded by Dir. Lutz. Unanimously approved.

Board Meeting adjourned at 6:18 p.m.

Minutes approved by the Board of Directors on April 27, 2021.

A handwritten signature in black ink, appearing to read "D. Wood". The signature is stylized with a large, looping initial "D" and a trailing flourish.

By: Mr. David Wood, CCA Board Secretary