

# **Sarasota Military Academy**

BOARD OF DIRECTORS

ANNUAL MEETING MINUTES

13 June, 2019

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## **Board of Director Members' Attendance**

### **Present:**

F. Steven Herb, Esquire, Vice Chairman  
Ben Knisely, COL USA (Ret), Secretary  
Ms. Carter Donovan  
Ms. Linda Long  
Dr. Thomas J. McElheny

Howard G. Crowell, Jr., LTG USA (Ret), Chairman, SMA Foundation Inc.  
Frederick M. Derr, CAPT USN (Ret), Treasurer, SMA Foundation Inc.

**Absent:** Mr. Herb Jones, Chairman; Mr. Kimball Bobbitt, Treasurer; Dr. Logan Malone, RADM USN (Ret); SMA-LTC Frederick Fout, Head of School, High School Campus; SMA-LTC Abby Williams, Assistant Head of School, High School Campus; SMA-LTC Lisa Currie, Assistant Head of School, Middle School Campus; SMA-MAJ Amy Mazner, Athletic Director, High School Campus; SMA-CPT Leslie Smith, Athletic Director, Middle School Campus; Michele Collins, HS PTCC President

## **SMA Administrative Staff in Attendance**

SMA-COL Christina Bowman, Executive Director of Schools  
LTC Ben Weiss, Commandant of Cadets – Senior Army Instructor  
SMA-LTC Dr. Catherine Rodriguez, Assistant Head of School, High School Campus  
SMA-LTC Pamela Donehew, Director of Literacy and IB  
SMA-MAJ Steve Kok, Director of Finance  
SMA-LTC Tom Vara, Head of School, Middle School Campus  
SMA-LTC Ryan Lee, Assistant Head of School, Middle School Campus  
MAJ Becky Morris, Assistant Head of School, Middle School Campus

## **Guests: Members of the SMA faculty, staff and PTCC representatives.**

SMA-MAJ Charlie Carver, Science Department Chair, High School Campus, SMA-MAJ Michael Finley, Performing Arts Department Chair

Location: SMA High School campus. The chairman called the meeting to order at 2:32 pm.

**Motion to Approve the Minutes from the 9 May, 2019 meeting:**

Dr. Tom McElheny moved to approve the 9 May, 2019 minutes; Ms. Carter Donovan seconded the motion and the board unanimously approved.

Vice Chairman F. Steven Herb discussed the proposed changes to the bylaws including the term of office from two years to one year.

**Ms. Donovan moved to accept the provisions of bylaws; Dr. McElheny seconded the motion and the board unanimously approved.**

**Executive Director of School Report:** SMA-COL Christina Bowman provided a read-ahead report. She provided an update of the current enrollment and waiting lists. SMA-COL Bowman stated receiving a sixty day notice on the current off campus parking lot. Mr. Frederick Derr mentioned meeting with the Deputy City Manager and Public Works on plans for one hundred thirty-five spots. Vice Chairman Herb suggested informing the departments approving our parking plan of the sixty day notice received on other lot.

SMA-COL Bowman mentioned she will schedule a board retreat in August once she receives the final Strategic Planning report from the consultant. She informed the board of SMA-MAJ Amy Mazner receiving notification that SMA was chosen to host the Class 1A Regional Golf Tournament held at The Meadows Country Club on 21 October. SMA-COL Bowman stated the district recognized SMA-LTC Ryan Lee and SMA-CPT Katie Martin at the county's board meeting to be the first attendees from charter schools to attend the leadership program.

**COL Ben Knisely moved to approve the 2019-2020 Board Meeting Schedule; Ms. Linda Long seconded the motion and the board unanimously approved.**

SMA-COL Bowman mentioned a county board work session on 18 June to discuss the budget to charters for the upcoming school year. She informed the board of the Superintendent's intentions to provide charter schools with the additional funds. SMA-COL Bowman discussed compiled data on our 2019 graduating class and their plans after high school.

**HR Report:** N/A

**SMA Prep Head of School Report:** SMA-LTC Tom Vara provided a read-ahead report. He discussed the end of year collection of iPads from all seventh graders as well as two additional positions still needing to be filled.

**SMA Prep Athletics Report:** N/A

**MYP:** SMA-LTC Lisa Currie provided a read-ahead report.

**SMA Head of School Report:** N/A

**SMA HS Athletics Report:** Athletic Director SMA-MAJ Mazner provided a read-ahead report.

**IB Report:** SMA-LTC Pamela Donehew provided a read-ahead report as well as a timeline of IB history. She discussed the addition of IB signage outside the school building as well as in the main office. SMA-LTC Donehew discussed the challenges of the IB program with the four by four schedule and offered suggestions for alternative schedules. SMA-COL Bowman eliminated any concerns regarding the IB program by stating that the program will always be part of SMA. SMA-LTC stated she will be retiring at the end of the school year and introduced SMA-MAJ Charlie Carver, Science Department Chair, as the new IB Coordinator.

**SAI/Commandant's Report:** LTC Ben Weiss provided a read-ahead report. He mentioned the success of the JCLC Leadership Camp held in Georgia.

**Staff Representatives:** SMA-CPT Ashley Wyka stated issues brought up by staff were handled by Administration. She mentioned invitations are included to all board members for the upcoming Raiders banquet.

**Treasurer's Report:** SMA-MAJ Kok provided a read-ahead report. He discussed the end of year numbers and the balanced budget for next year. SMA-COL Bowman discussed the additional funds from the state to the FTE and the possibility of additional funds to the FTE from the district. The board discussed potential marketing opportunities for community outreach. Dr. Tom McElheny stated we have the ability to move forward now that there is a unified vision of committed people.

**PTCC Report:** Ms. Michele Collins provided a read-ahead report.

**Foundation, Inc.:** Chairman Howard Crowell discussed new challenges of the Foundation with the possibilities of acquiring land out east and the direction of marketing and fundraising. He discussed options in hiring a new fundraiser and suggested Ms. Alexander Quarles and Ms. Carter Donovan work with SMA-COL Bowman in writing new criteria for interviewing.

**Committee Reports:** Ms. Linda Long discussed the progress within the Strategic Planning Committee. She stated the committee will continue to meet and awaits the final report from the contracted consultant. Ms. Long stated the committee will make aware to the teachers of their progress.

**Chairman:** N/A

**Old Business:** N/A

**New Business:** Vice Chairman Herb discussed the election of officers to another term.

**Ms. Donovan moved to re-appoint Chairman Herb Jones as Chair for another term; Dr. McElheny seconded the motion and the board unanimously approved.**

**Dr. McElheny moved to re-appoint the current officers for another term; Ms. Donovan seconded the motion and the board unanimously approved.**

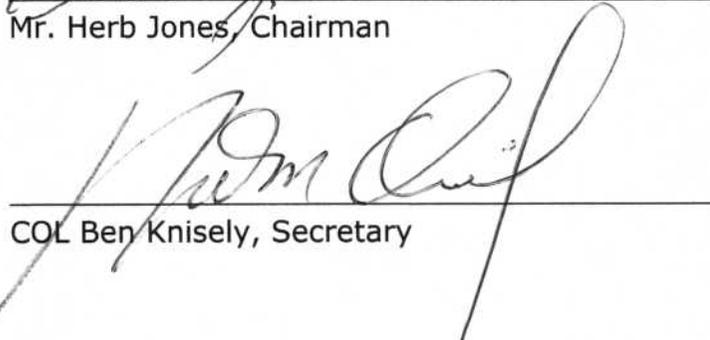
**Public Comments:** MAJ Becky Morris discussed an opportunity to create a new website under a platform that can be managed completely by staff. She discussed the importance of collecting back end data to position our website more strategically online and how that cannot be done with our current website. Chairman Crowell stated the decision was to be made by SMA-COL Bowman and she will request financial assistance from the Foundation if needed.

SMA-MAJ Michael Finley discussed a connection with both campuses by possibly adding a drumline to the Prep. He suggested the drumlines from both campuses could perform for a fundraiser and be very successful due to the success of his past fundraisers and boosters. Chairman Crowell mentioned that it was a great idea to entice Prep cadets up to the high school and the board applauded his passion for his cadets and programs.

The chairman adjourned the meeting at 4:09 pm.

  
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Mr. Herb Jones, Chairman

8/22/2019  
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Date

  
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COL Ben Knisely, Secretary

8/22/2019  
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Date