

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES

11 April, 2019

Board of Director Members' Attendance

Present:

Mr. Herb Jones, Chairman
F. Steven Herb, Esquire, Vice Chairman
Ben Knisely, COL USA (Ret), Secretary
Ms. Carter Donovan
Ms. Linda Long
Dr. Logan Malone, RADM USN (Ret)

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

Absent: Dr. J. Robert Parkinson; Mr. Kimball Bobbitt, Treasurer; Dr. Thomas J. McElheny; SMA-LTC Dr. Catherine Rodriguez, Assistant Head of School, High School Campus; SMA-LTC Pamela Donehew, Director of Literacy and IB; LTC Ben Weiss, Commandant of Cadets – Senior Army Instructor (SAI); SMA-MAJ CJ Bannister, Chief Development Officer, SMA Foundation Inc.; SMA-MAJ Amy Mazner, Athletic Director, High School Campus; SMA-CPT Leslie Smith, Athletic Director, Middle School Campus; SMA-CPT Terri Davis, Staff Representative for Middle School; MSG Johnny Browning, Staff Representative for High School; Ms. Michelle Collins, HS PTCC President

SMA Administrative Staff in Attendance

SMA-COL Christina Bowman, Executive Director of Schools
SMA-LTC Frederick Fout, Head of School, High School Campus
SMA-LTC Abby Williams, Assistant Head of School, High School Campus
SMA-MAJ Steve Kok, Director of Finance
SMA-LTC Tom Vara, Head of School, Middle School Campus
SMA-LTC Lisa Currie, Assistant 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-CPT Ashley Wyka, Staff Representative for High School; Ms. Melissa Watrobsky, Prep PTCC; SMA-CPT Marissa Dobbert; SMA-CPT Deb Walker; Dr. Paul Gallagher

Location: SMA Prep School campus. The chairman called the meeting to order at 4:35 pm.

SMA-LTC Tom Vara introduced SMA-CPT Deb Walker as our 2019 Excellence in Teaching Agriculture recipient for all of Florida and will be representing all middle schools in Florida at the national conference in Little Rock, AR. SMA-CPT Walker mentioned how she contacted the Florida organization, won the grant and developed the hydroponics in the prep garden.

SMA-LTC Vara introduced SMA-CPT Marissa Dobbert as the recipient of the 2019 Congressional Teacher Award. SMA-LTC Vara mentioned only two in Sarasota county were chosen with one being a charter school and that we've had winners four years in a row.

Motion to Approve the Minutes from the 14 March, 2019 meeting:

COL Ben Knisely moved to motion for the approval of the 14 March, 2019 minutes; Mr. F. Steven Herb seconded the motion and the board unanimously approved.

Executive Director of School Report: SMA-COL Christina Bowman provided a read-ahead report. She discussed the enrollment numbers for next school year and how the number fluctuates daily. SMA-COL Bowman mentioned an email will be sent to the board members of both boards on renewing their Florida Sunshine certificate.

SMA-COL Bowman discussed the first step in creating a strategic plan is to compile information gathered from an anonymous survey. She stated that she will share with the board members as well as the consultant once it is completed. SMA-COL Bowman discussed SMA-LTC Pamela Donehew absence due to an unexpected surgery and introduced Dr. Paul Gallagher as an IB consultant with over twenty years' experience in the IB program with Riverview High School.

HR Report: SMA-COL Bowman discussed letters of intent will go out to staff and faculty soon. She mentioned the preliminary report from AdvancEd was very good with exceeding benchmarks in certain areas and will share the final report once received. The board discussed various ways in marketing the final AdvancEd report and was suggested to speak with Dr. Robert Parkinson. Chairman Herb Jones mentioned board attendance at both graduations.

SMA Prep Head of School Report: SMA-LTC Tom Vara provided a read-ahead report. He discussed current enrollment for the 2019/2020 school year and stated numbers are very good.

SMA Prep Athletics Report: SMA-CPT Leslie Smith provided a read-ahead report. SMA-LTC Vara announced golf is in full swing and is working with the high school to bring lacrosse to the prep as a club first and then eventually a sport.

MYP: SMA-LTC Lisa Currie provided a read-ahead report. She emphasized the suggestions AdvancEd gave is already part of the IB curriculum at the prep schoolwide. SMA-LTC Currie suggested IB as part of branding since the IB curriculum is becoming more mainstream with two middle schools interested in implementing an IB elementary school. She stated Dr. Gallagher is working on bringing IB training to the Sarasota and Manatee counties.

SMA Head of School Report: SMA-LTC Fred Fout provided a read-ahead report. He discussed the current enrollment for the 2019/2020 school year and stated applications are increasing for upperclassmen. SMA-LTC Fout mentioned Odyssey of the Mind coming in fourth place at states by their structure holding the most weight and the documentary "Heroines in Arms" coming in first place at the Sarasota Film Festival.

SMA-LTC Fout discussed testing for EOCs and LEOCs are coming up in May and mentioned specific teachers volunteering their time on Saturday mornings for math boot camp as well as history lunch crunch with pizza. Ms. Carter Donovan inquired as to how these specific teachers who go over and beyond get recognized in which SMA-LTC Fout replied that the administration will award with over and beyond rewards as well as teacher spotlights posted in the blog and Facebook.

COL Knisely mentioned the ROTC Awards Ceremony being held on April 30th and urges the board to attend. He inquired about next school years' Commandant in which SMA-LTC Fout replied that LTC Weiss will have that name shortly.

SMA HS Athletics Report: Athletic Director SMA-MAJ Amy Mazner provided a read-ahead report. SMA-COL Bowman stated that SMA-MAJ Mazner's goal is to have no pay to play within two years through efforts in crowdfunding and fundraising.

IB Report: N/A

SAI/Commandant's Report: LTC Ben Weiss provided a read-ahead report.

Staff Representatives: N/A

Treasurer's Report: SMA-MAJ Kok provided a read-ahead report. He discussed the budget and stated that enrollment is moving in the right direction. SMA-MAJ Kok discussed producing the enrollment number needed to cover expenses at the next board meeting

COL Knisely moved to motion for the approval of the financial report; Vice Chairman F. Steven Herb seconded the motion and the board unanimously approved.

PTCC Report: Ms. Melissa Watrobsky stated the second book fair at the prep was well attended as well as the eighth grade semiformal and another grant was awarded.

Foundation, Inc.: SMA-MAJ CJ Bannister provided a read-ahead report.

Committee Reports: N/A

Chairman: Chairman Jones stated that our message is getting out with increased efforts in PR and that the Recruit and Retention Committee continue with their efforts in increasing enrollment.

Old Business: COL Knisely inquired about the change in ranks for the heads of schools in which SMA-COL Bowman replied that it will be addressed over the summer and Chairman Jones agreed.

New Business: N/A

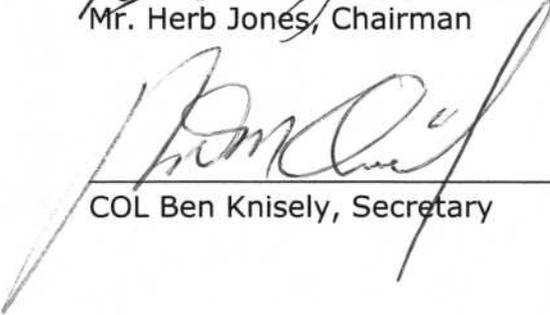
Public Comments: Ms. Watrobsky complimented the high school administration and stated customer service should always be kept in mind. She encouraged all the board members to attend the IB Banquet. Chairman Jones complimented the staff in the way they handled a situation. Ms. Linda Long inquired as to how involved the board is with the planning of the Gala and stated that updates are important on the structure of the Gala as well as items that may require board approval. SMA-COL Bowman stated she understood since it represents SMA and will ensure of board participation in the planning of the Gala.

The chairman adjourned the meeting at 5:46 pm.



Mr. Herb Jones, Chairman

5-9-19
Date



COL Ben Knisely, Secretary

5-9-19
Date