

**SARASOTA MILITARY ACADEMY
BOARD OF DIRECTORS
MEETING AGENDA
Thursday December 13, 2018**

- Call to Order
- Approval of the Minutes-Tab 1
 - November 8, 2018
- Executive Director of Schools' Report – Tab 2
 - Best and Brightest Scholarships
 - Florida School Recognition Program
 - Vote Outcome and Approval
- Human Resources Report-Tab 3
- Head of School Report - SMA Prep – Tab 4
 - Athletic Director Report
 - MYP Report
 - Faculty Representative
- Head of School Report – SMA High – Tab 5
 - Athletic Director Report
 - IB Report
 - Faculty Representative
- SAI/Commandant's Report – Tab 6
 - West Point Presentation
 - Cadets
- Treasurer's Report – Tab 7
 - Monthly Financial Report
- PTCC Committee Reports – Tab 8
- SMA Foundation, Inc. Report – Tab 9
- Committee Reports-Tab 10
 - Budget Committee Minutes
 - November 15, 2018
 - Strategic Planning Committee Minutes
 - November 19, 2018
 - December 6, 2018
 - After Action Meeting Minutes

- November 28, 2018

- Chairperson's Report
- Old Business
- New Business
- Public Comment
- Meeting Adjournment

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES

8 November, 2018

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)
Dr. Thomas J. McElheny
Dr. J. Robert Parkinson

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

Absent: Mr. Kimball Bobbitt, Treasurer; SMA-LTC Dr. Catherine Rodriguez, Assistant Head of School, High School Campus; SMA-LTC Ryan Lee, Assistant Head of School, Middle School Campus; MAJ Becky Morris, Assistant Head of School, Middle School Campus; SMA-CPT Terri Davis, Staff Representative for Middle School; MSG Johnny Browning, Staff Representative for High School

SMA Administrative Staff in Attendance

SMA-COL Christina Bowman, Executive Director of Schools
SMA-MAJ Steve Kok, Director of Finance
SMA-LTC Frederick Fout, Head of School, High School Campus
SMA-LTC Abby Williams, Assistant Head of School, High School Campus
LTC Ben Weiss, Commandant of Cadets – Senior Army Instructor (SAI)
SMA-LTC Pamela Donehew, Director of Literacy and IB
SMA-MAJ CJ Bannister, Chief Development Officer, SMA Foundation Inc.
SMA-MAJ Amy Mazner, Athletic Director, High School Campus
SMA-LTC Tom Vara, Head of School, Middle School Campus
SMA-LTC Lisa Currie, Assistant Head of School, Middle School Campus

Guests: N/A

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

Motion to Approve the Minutes from the 25 October 2018 meeting:

COL Ben Knisely motioned for approval of the 25 October, 2018 minutes; Vice Chairman F. Steven Herb seconded the motion and the board unanimously approved.

Chairman Report: Chairman Herb Jones stated the importance of discussing and finalizing a Strategic Plan. He mentioned SMA-COL Christina Bowman has compiled a rough draft and inquired to the board if there are any changes or additional items to be included. The board discussed the inclusion of a future elementary school to the Strategic Plan in which the board concluded that at this time, an elementary school can be part of a ten to fifteen year plan that may be in conjunction with another existing school.

Vice Chairman Herb stated that a distinction of our vision and the Strategic Plan must be created. Dr. Tom McElheny explained that a vision should be grand with one to three sentences describing where we are going as an Academy. He further explained goals should be broken up to one to three years, three to five years, five to seven years with an academy wide dream goal over seven years.

SMA-COL Bowman discussed her vision of an elementary school in ten years and the enrollment numbers increase for next year. She explained her concerns with the high school campus remaining at the downtown location and the missed opportunity for enrollment within the increased growth out east. SMA-LTC Fred Fout further expressed concerns with the limited space to expand our campus and the current conditions sports and military teams play and fight for space to conduct practices and games. Ms. Carter Donovan agreed with their concerns in stating that the high school has outgrown its current facility and that it needs to be placed as a short term goal.

The board further discussed how to differentiate between the Strategic Plan and the Vision Statement with short and long term goals. SMA-MAJ Steve Kok provided a rough cost analysis on the expansion of our current high school campus with an additional building and parking garage. He explained costs with the exclusion of any playing fields. SMA-MAJ Kok proposed a few suggestions with a cost breakdown of campus locations. Chairman Crowell stated this location may not be satisfactory for the future and the need to create a structure that will support our vision. Chairman Jones agreed by stating that no more building will be done at the downtown location. SMA-LTC Fout assured that programs will be maintained and fostered until our long term vision can be supported.

Ms. Carter Donovan motioned to commit and proceed to establish relocating our facility to support our long term vision and mission; COL Ben Knisely seconded the motion and the board unanimously approved.

Vice Chairman Herb stated the motion should be cited within the Strategic Plan. Dr. McElheny stated the Strategic Plan Committee should define phase one of the vision and constructively put phase two together. SMA-COL Bowman stated she will set up the next Strategic Plan Committee meeting.

Executive Director of School Report:

SMA-COL Christina Bowman updated the Board on Max Nevelus and discussed the therapists and therapy dogs that were present to assist our cadets and staff with the grieving process. She commended our leadership team and their ability to bring our school together during this difficult time.

SMA-COL Bowman mentioned the schedule of events for the Veterans Day Parade on the 11th of November and the Military Ball on the 17th of November.

Treasurer's Report: SMA-MAJ Steve Kok provided a read-ahead report. He discussed the financials for September. Vice Chairman Herb motioned to approve financials provided; COL Knisely seconded the motion and the board unanimously approved.

Old Business: N/A

New Business: N/A

Public Comments: N/A

The chairman adjourned the meeting at 3:56 pm.

Mr. Herb Jones, Chairman

Date

COL Ben Knisely, Secretary

Date

Executive Director of Schools Report

December, 2018

Enrollment:

- Open enrollment; Enrollment Information Meetings Continuing
 - Open enrollment ends 31 January
- Recruitment and Retention Activities
 - 8 November; MAJ Morris and SMA-LTC Currie attended Bay Haven recruitment night
 - 22 and 23 January Sarasota County School Showcase
 - 10 January; SMA-LTC Williams to attend the SSAS School Showcase
 - SMA Day; Academy Showcase on each campus TBD
 - Excellent Video
 - Open enrollment postcards sent to all Sarasota County 5th and 8th grade families
 - 8th Grade field trip to the high school date TBD for February
 - 8th Grade field trip to the high school for scheduling date TBD for spring

Communication:

- Safety and Security Update
 - Installed six additional cameras on middle school campus.
 - Completed replacement of doors leading out of wing 1 to 8th Street.
 - Submitted Educational Facilities Security Grant for funds to be released in early 2019; \$51698.07
 - Submission was based on Florida Safe Schools Assessment Report (FSSAT) approved by the SMA Board of Directors 24 July
- "Feeding the Troops"/Breakfast for Testing going well.
- Florida School Recognition Funds
 - The Florida School Recognition Program provides financial awards to schools that demonstrate sustained or significantly improved student performance. SMA has been recognized as a school with significant improved student performance and must determine how the financial award is allocated. Six choices were presented to the faculty and staff.
 - Choices and outcome:

- 1) Financial award is allocated to all faculty and staff members who were employed at SMA for the 2017-2018 school year and have continued employment for the 2018-2019 school year. The apportionment will be calculated according to employment status such as part-time and full-time status from the 2017-2018 school year: 82.43%
 - 2) Allocate funds for school projects that directly benefit the cadets: 1.35%
 - 3) Allocate funds to temporary personnel to assist in maintaining or improving student performance: 0.00%
 - 4) Combine/distribute funds for #1 and #2: 9.46%
 - 5) Combine/distribute funds for #1 and #3: 5.41%
 - 6) Combine/distribute funds for #2 and #3: 1.35%
- Finance Meeting; 15 November
 - Strategic Plan Update
 - Two meetings completed:
 - 19 November/6 December
 - Proposed Mission and Vision Statements
 - Stakeholder input
 - AdvancED Review
 - 25-27 February, 2019

Events:

- Glenridge On Palmer Ranch Veterans Luncheon; 9 November
- Veterans Day Parade; 11 November
- National Philanthropy Day Luncheon; 13 November
 - Cadet Colonel Jonathan Barroso received Youth Philanthropic Award
- MOAA Luncheon; 16 November (LTC Weiss and cadets)
- Tiger Bay 6 December: 7 Cadets
- Wreaths Across America Ceremony
 - Ceremony at Sarasota National Cemetery
 - 15 December 10:00 am
 - Traffic can be quite congested; plan to arrive early.
- Toys for Tots Campaign
- Salvation Army Bell Ringing
- 13 December; Mental Health Assembly
- 21 December; Winter Formal for Seniors
 - Dinner only
- 26 April; Les Stroud/Survivorman Concert
 - VIP Kayak Tour with Les Stroud; 25 April

Ongoing Concerns:

- Follow-up in January with city regarding Orange Avenue property
- Enrollment
- School Grade

Human Resources Report

December, 2018

Employee Status:

- Exceptional Student Education Teacher
 - Resigned to assist with family business
 - SMA-CPT Hartzell transferring to ESE position from English Language Arts teaching position
 - Full transfer of duties 7 January 2019
- English Language Arts Position vacated by SMA-CPT Hartzell
 - Hiring complete: Ms. Bonnie Destakasi
 - Will begin 7 January 2019
- Math Teacher
 - Resigned due to spouse accepting position in another state
 - Position posted on Indeed and SMA web site
 - Interviews scheduled

Concerns:

- Shortage of employable ESE certified teachers
- Shortage of ESOL certified/endorsed teachers

Head of School Report
For November, 2018

Enrollment

Grade 6: 211
Grade 7: 191
Grade 8: 182
Total: 584

Campus Life/Events

- 11/1-Cadet Flu shots
- 11/2-Early out Karaoke party
- 11/7-8th-grade promotion ceremony at formation
- 11/8-Board meeting at HS-2:30
- 11/9-Ducks unlimited field trip with HS members
- 11/9-PTCC provided lunch to the Prep Veteran's
- 11/11-Veteran's Day Parade
- 11/13-Picture re-takes for cadets
- 11/15-Cadet Dress Down Day
- 11/20-Faculty meeting
- 11/20-Fire drill period 2
- 11/21-11/25-Thanksgiving break

Cadet Highlights

-Cadets of the Month for November:

Art + Design:	Lilia Mosquera	Avery Alexander
Individuals and Society:	Emily Brooks	Jason Lockwood
Athletics:	Girl's Basketball:	Naveah Harmon
	Boy's Basketball:	Logan Claybrooke

Faculty/Staff Highlights

- Attached

Parent and Community Highlights

-Prep enrollment meeting November 14th- 8:30 in café

Security

-Updated the security plan on the state report. This will allow the Academy to use the money allocated for security to harden the campus on specific recommendations.

Concerns

-None at this time

STAFF ACKNOWLEDGEMENT

SMA Prep receives Educational Foundation Grants:

Carol Pelletier: Get Connected! The grant provides a diverse population with a unique opportunity to enhance literacy skills, visual arts, and collaboration skills in class and in the school Interact club through the use of iPads. Amount: 1,000.00

Greg Hermann: "Frog Anatomy Investigation" The grant was designed to help facilitate our ability to perform frog dissections with our 7th grade classes. I believe in the grant, I allotted funds for frogs, lab trays, lab dissection guides, and dissection tools. I researched prices before writing the grant application. Amount 1,000.00

Deanna Ferguson: "Hands-on History" Student groups will collaborate using erasable interactive historical maps and globes in a hands-on exploration of our world and the history of Earth's greatest civilizations. Amount: 1,000.00

Heather Olsen: Learning and Fun Through Commotion. \$250.00 Thinker Grant. 7th Grade consumables for science projects and labs. Just Keep Learning! Just Keep Learning! \$250.00 Thinker Grant. 8th Grade consumables for science projects and labs. Amount 500.00

Deb Walker: Innovative Grant to cover consumables. Amount: 250.00

Pam Kok: 3-D Art is FUNdimensional. The grant will buy clay, clay sculpting tools, paint, and other supplies for two three-dimensional art projects. Amount: 244.00

Dianne Sacchetti: Inspiration- The grant funds will be used to purchase multilingual posters and artwork that promote personal responsibility, respect for self and others, encouragement, perseverance and the consequences of choices. The project goal is to provide a welcoming and positive counseling atmosphere that empowers individuals and respects the diversity of the campus. Amount: 210.00

Deb Walker

FAITC's grants committee chose you as the 2019 Excellence in Teaching About Agriculture middle school agriscience winner. You will receive a trip to the 2019 National Ag in the Classroom Conference where you will be recognized and a \$500 honorarium. The National Conference is June 19-21, 2019 and we hope you are able to join us.

Carol Pelletier/Jane Clancy/Jennifer Neff

Interact Club: Mayors Feed the Hungry Campaign

Military Studies Department

Veterans Day Parade

Coaches/Clubs

Wrestling Doug Browning

Girls Soccer Mark Sanders

Boys Soccer Greg Hermann

SMAP ATHLETICS REPORT 12-13-2018

Girls Basketball – The girls finished their season 0-7. Coach Mariah Williams knew this was a rebuilding year and spent a lot of time focusing on fundamentals and recruiting young players that she can develop for the future. We are anticipating great things for next year.

Boys Basketball – The boys finished their season 2 – 5. They did not make the playoffs. Coach Jim Smith related that the team played their absolute best in the last game and gave it their all. Coach Smith would like to institute a year round basketball program to promote greater conditioning and skill work. We are planning to look at the schedule to see if this is feasible.

Soccer Club – 41 boys and girls are participating in the soccer club which will run through December 18th. Coach Hermann is working on soccer skills, drills and strategies that will assist these players during try outs for the team which will be held on January 9th and 10th.

Cross Country – The team will participate in the FSCL Championship on December 12th at Nathan Benderson Park. Coach Trecartin is anticipating strong finishes from all her runners. We will update you the results from the championship at the next meeting.

The **Wrestling** team had its first practice on 12/4. Approximately 25 students came out for the team. Coach Browning is finalizing the schedule for this season.

The Prep Athletic Awards ceremony will be held December 18th in the cafeteria at 3:40. The first semester sports of Volleyball, Flag Football, Cross Country, and Boys & Girls Basketball will present their athletes with certificates and an award will be presented to each sports MVP or MI.

**Club setting is a non-competitive environment where all cadets are encouraged to attend/participate. There is no tryout process. Each club provides an opportunity for cadets to showcase their talents, hone their skills, and build positive peer relationships. Clubs are DIFFERENT than out competitive athletic teams.*

IB MYP Read Ahead - 12/13/18
SMA-MAJ Lisa Currie

It is important to clarify that IB alone does not define SMA but it is the combination of the foundational military values and structure blended with the IB mission and framework that further set SMA apart nationally. Best practices already embedded in the IB framework offer a guided streamlining of approaches to teaching and learning between the two campuses. It would be at that level of cohesion where the SMA 6th-12th educational experience would truly be second to none. There would simply be no other school that could compare.

As a strategic plan for SMA is currently in development, it is relevant to revisit the growing, positive impact of **SMA as an authorized IB World School** both at prep and the high school. **The IB Middle Years Program (IB MYP)** continues to gain mainstream awareness from parents (who want to be in the know) that are seeking the best middle school experience for their learners. The MYP allows for all learners to reach their potential and develops its value through creative implementation in all aspects of the learning process.

Enrollment survey respondents are “very interested” in the IB MYP above other unique aspects of our school. Collecting this information reveals awareness among prospective families seeking the quality and continuity of the IB MYP that other middle schools do not provide. Enrollment and retention continue to strengthen through word of mouth and social media. When an effective marketing strategy is fully implemented, the IB MYP will be an obvious stand out among middle schools.

Two SMA Prep educators received grants for \$1,000 each from the Florida League of IB Schools (FLIBS):

- **SMA-MAJ Todd Brown** (8th-grade Civics) *Project Health: Ninja* Student/parent/faculty collaboration to build an American Ninja Warrior obstacle course enhancing both short and long-term social/emotional learning, academic performance, and physical health obstacle course.
- **SMA-CPT Deanne Ferguson** (6th & 7th-grade Individuals & Societies) *More Than Words: Legacy Project*: Students will explore the lives and legacies of global thinkers, leaders, and innovators through identifying the ways these figures employed IB learner profile styles.

The IB Learner Profile of the Month Program was kick-started in October refining the cadet of the month to focus on the attributes of an IB Learner. Six cadets receive recognition each month. Cadets receive a certificate, recognition on our SMA website and SMA Prep Facebook. They will also be receiving a uniform ribbon and an extra polo dress day. Here is an example of the meaningful recognition students receive from teachers:

- “Lucas is new to our country from Brazil and shows his **Open-Mindedness** every day as many things are different in the US. For example, Brazilians write their numbers differently. Lucas speaks Portuguese and English and often explains to his classmates about life in Brazil.”

IB Community Project is recognized by Keeping Sarasota County Beautiful **and awarded the “School Excellence” award**. SMA Cadet-MAJ Thomas Canales led a group of cadets to organize and participate in a beach clean-up on South Lido Beach. The IB Community Project is meant to build a culture of service in our learning community and is a requirement of our 8th-grade cadets. The goal is to develop “soft skills”, leadership, and entrepreneurial insights developing and reflecting upon real-world service learning initiatives that are student-directed.

- “The best part of community service is seeing friends, families, kids from school, and even people we have never met, come together and work towards one common goal: a better environment. The future depends on us!” - **SMA Cadet-MAJ Thomas Canales**

Lisa Currie
IB Coordinator

MEMORANDUM

TO: Board of Directors
FROM: SMA-CPT Terri Davis, Prep Staff Representative
DATE: December 7, 2018
SUBJECT: **READ-AHEAD**

The teachers and staff would like to thank the Board of Directors for giving us Friday, December 21st off.

Prep Shadowing Program with the High School Cadets:

This program is being well received by both students and parents. Each month we have been able to send over six cadets to shadow twice a month on Wednesdays. Our last shadowing day will be held on December 12th.

Over the past several weeks I have received emails and notes from parents asking when their cadet can shadow at the high school. There is a waiting list for students who want to shadow in January. The shadowing is making a positive impact on the Prep students, as they are able to meet the teachers and see firsthand all that is available at the high.

Due to the overwhelming response we are currently coordinating a "Field Trip" for the eighth grade students to visit the High Schools Campus in January. We are also working with the ESE department to have our eighteen ESE students visit the campus with the ESE team prior to the entire eighth grade, so that they will feel comfortable and know that they can also attend the high school.

To: Governing Board, Sarasota Military Academy
Through: SMA-COL Bowman, Christina, Executive Director
801 North Orange Avenue
Sarasota, Florida 34236

From: SMA-LTC Fout, Frederick T., Head of School
Sarasota Military Academy
801 North Orange Avenue
Sarasota, Florida 34236



Date: 10 December 2018

Re.: Board Report for Regular Sarasota Military Academy Board Meeting on
Wednesday, 13 December 2018

Accomplishments:

- Provided faculty and full staff monthly informational meetings
- Completed District PRIDE Training for Evaluation
- Participated in multiple school leadership meetings with SMA-PREP Administrative Leadership regarding
 - Foundation Strategic Planning
 - Monthly Administrative Meeting
- Participated in multiple school leadership meetings with SMA-HS Administrative Leadership regarding
 - School culture
 - Classroom observations and evaluations
 - School discipline
 - Upcoming events
- Met with Instructional Leadership Team, to include Administration, Program Directors, and Department Chairs, to clarify and update on
 - Semester II scheduling and teaching assignments
 - Semester II cadet assignments
 - 2019/2020 course offerings
 - Course Descriptions and Curriculum Map expectations
 - Department and Professional Learning Community meeting expectations
 - School Wide Student Support Team
 - Positive Behavioral Interventions and Support - PBIS and Discipline
- Attended the Sarasota County Schools Charter Principal's Meeting via remote access
- Attended Raiders State Competition, Soccer, and Girl's Basketball games
- Weekly meetings with Commandant
- Weekly meetings with Administrative Team
- Daily working lunch meetings with Administrative Team, schedule permitting

- Supported Testing Implementation for multiple End of Course (EOC) and Local End of Course (LEOC) assessments
- Multiple meetings with individual Teachers, Parents, and Cadets regarding issues related to cadet success at SMA
- Staff and Faculty Meeting, 03 DEC, 1415-1500 with
 - Staff and Faculty recognitions
 - Social-Emotional Learning professional development
 - Differentiation for students with special needs professional development
 - Review and clarification of school safety plan

On-Going Projects:

- Review of Programs for maximum enrollment and accessibility for our diverse cadet population
 - Vertical alignment between programs within the school and from Prep to SMA
 - International Baccalaureate and Advanced Placement accessibility for all students
 - Plans for increased course offerings to include
 - Pre-IB Inquiry Skills for all Freshmen
 - IB Marine Science
 - IB Design
 - AP World Languages
 - Enhancement in Tier II and Tier III interventions for English for Speakers of Other Languages and cadets identified as at risk academically
 - Re-alignment of Tier III scheduling due to assessment results of the SAT Site Based Assessment and FSA-ELA retakes
 - Enhanced Career Acceleration opportunities for cadets
 - Plans to offer Adobe Design certification testing within current and future Informational Technology courses
 - Plans to increase Adobe certification testing in other areas in future Informational Technology courses
- Review of Programs for new opportunities to meet our expanding diverse cadet population
 - Meeting with a potential corporate partner to offer certification in Pharmacy Technician and Business Management, with beginning phase next semester
- Continued development of "Bite Sized" ongoing professional development focussed on SMA Observation Protocol topics, to include
 - Cadet engagement from bell to bell at the application and strategic thinking level
 - Academic Discussion in the classroom
 - Questioning strategies
 - Differentiated Instruction
 - Global Fluency and World School concepts of the Learner Profile
- Planning for professional development opportunities for New Faculty and Administrative Staff in IB and AP

- Continued evaluation of certified and non-certified personnel using the PRIDE protocol
- Continued classroom walkthroughs using the SMA Observation Protocol
 - Individualized walkthroughs focused on the Protocol and leading to Feedback and Coaching

Upcoming Events:

- School Tours for prospective cadets and families
- 12/11: Varsity Girl's and Boy's Basketball vs. Clearwater Central Catholic - 6:30 pm
- 12/12: Varsity Boy's Basketball vs. Tampa Catholic - 6:30 pm
- 12/13: Mental Health Assemblies 1st and 2nd period
- 12/13: Boy's and Girl's Soccer vs. ODA - 4:00 pm
- 12/13: Girl's Basketball vs. Holy Names - 6:30 pm
- 12/18: WINTER CONCERT - 6:00 pm
- 12/19: FINALS - 1st and 2nd periods - students dismiss at 10:40 am
- 12/19: Holiday Luncheon at 11:00 am
- 12/19: Wrestling - 6:00 pm
- 12/20: FINALS - 3rd and 4th periods - students dismiss at 10:40 am

SMA ATHLETICS REPORT

12/4/18

A few important details to share:

- a) The Winter Sport Season is in full motion! This is our busiest season and plenty of athletic events to attend. Please try to attend at least one of each sport before then end of their seasons. All of our schedules can be easily accessed from our athletics webpage: <http://www.sarasotamilitaryacademy.org/athletics>
- b) Soccer has double headers that start at the same time and the same place. Basketball has double & triple headers! These are easy opportunities to see our student-athletes hard at work.
- c) Home Basketball games can be viewed LIVE and online through the NFHS network: <https://www.nfhsnetwork.com/subscribe/retail>. Simply type in our school and subscribe for \$10/month. Thank you to Badger Bob's Appliances and Ms. Phyllis Siskel for their major contribution for the automated video streaming equipment.
- d) Soccer & Lacrosse teams now have video equipment as well. We were fortunate to purchase two 25 foot extender tri-pods along with two GoPro's to record their games. This is critical in understanding areas to improve as well as job well done.
- e) The FHSAA (governing body over State Athletics) will be making changes to mandatory scheduling of games and team in our districts this year. One major change is that we no longer "have" to play our districted teams in the regular season. That change allows for a wide open schedule and saving money in travel expenses for all schools. Local schools and Athletics Directors with similar size and programs have **proposed** to form an Athletic Conference. Those schools include: ODA, Sarasota Christian, Bradenton Christian, Cardinal Mooney, Imagine North Port, St. Stephens and SMA. This also includes our middle schools. We have met to agree to take it to our Head of Schools as well as Board of Directors to move forward in building this conference as well its guidelines, procedures and by-laws. I strongly agree that we should proceed and be part of this local Athletic Conference. This is a wonderful opportunity to build a strong local alliance with the baseline of local pride & sportsmanship. It is a win-win in my opinion and all of the Athletic Directors will meet on Dec. 11 to begin the process of building its by-laws.

GIRLS SOCCER

Coach Ian Snell has his team off to a 4-2 start and big improvements happening! Seniors that are major contributors are: Anna Griffiths, Kiragen Einhaus, Amber Mangrum and Hannah Phillips. Games after the Board meeting are: Dec. 13 home vs ODA, Dec. 17 @ Manatee, Dec. 20 @ Southeast, Jan. 8 @ Sarasota Christian, Jan. 11 @ Bradenton Christian, Jan. 14 @ Sarasota, Jan. 15 @ Bayshore, and Jan. 18 home vs Sarasota Christian. The reason for all of the away games is that the County Parks Dept. shuts down 17th St. fields for maintenance and we schedule away games at that time.

BOYS SOCCER

Coach Joe Fabian has our boys off to a 2-4 start. Under our new coach wonderful things are happening! Strong leadership skills, accountability, team video sessions, and amazing new game management are being instilled. It will take a little time to build this new program but it already has had a huge impact on our boys. Seniors that are major contributors are: Jose Gonzales, Christian Trujillo, Jacob Mann & Jose Felip. Games after the Board meeting are: Dec. 13 home vs ODA, Dec. 17 @ Manatee, Dec. 20 @ Southeast, Jan. 8 @ Sarasota Christian, Jan. 11 @ Bradenton Christian, Jan. 14 @ Sarasota, Jan. 15 @ Bayshore, and Jan. 18 home vs Sarasota Christian.

GIRLS BASKETBALL

Coach Laura Torrisi has her girls off to a 4-1 jump as of 12/4. Plenty of season left and many opportunities to continue building the program. Seniors that are major contributors: Ashley Strader, Emma Burg & Madison Lipker. Triple Headers include JV boys, Girls Varsity and then Boys Varsity. Double Headers are just the Varsity teams. Triple Headers after Dec. 11 Board meeting: Dec. 20 Triple Header @ Cardinal Mooney -JV boys 4pm/Girls 5:30/Boys V 7:30pm ...Jan. 11 @ ODA JV boys 4pm/Girls 5:30/Boys V 7:30pm. Regular season game schedule can be accessed through our website.

BOYS BASKETBALL

While we are off to a 0-4 start, Coach Williams and his staff are very optimistic and remain passionate! This is Carl Williams first season with SMA and he has instituted new protocols and expectations. The boys have absolutely accepted the challenge and working diligently every day! Seniors that are major contributors are: Isazier Whitfield, Dylan Early, Nik Bybee, Joey Spurlock & Beau Basista. The boys have homes games (JV & Varsity) on Dec. 12 vs Tampa Catholic, which is a very strong program. Game times are 6:30 & 8:00 pm at the prep gym. The Triple headers are a great opportunity to see all of our hoop squads in action.

WRESTLING

Coach (Major) Arrington has truly influenced new talent to SMA for his Wrestling program. The number of student-athletes currently on the roster are up 50%! Wrestlers to watch: Nikolai Laliberty, Joe Gallina, Sean Cervin, Garret Murphy, Erik Borreson, Niko Gyorgy, & Amadaos Wallenda. They have had on contest prior to the Board meeting. Wrestling is a sport of grit, hard work, sweat, and pure perseverance...Most of their matches are on the weekends and take a huge commitment. The only home match this year for SMA is on Dec. 19th vs Admiral Farragut at 6pm.

Athletic Schedules are on our website through the athletics page. We hope to see more of the Board members at our events as our student-athletes and coaches are working extremely hard to change the culture and make all of SMA proud. Ours18 attendance is definitely up as more Teachers & cadets are attending games to support their fellow cadets.

**Board Report
Pamela Donehew
December 13, 2018**

IB Banquet

The banquet will take place on May 11th at the Westin, in Sarasota. The cost is not yet finalized but is estimated to be \$30 per person. Three parents have donated \$1000 each to keep the cost for IB family members close to the cost from last year. The donation will also cover the cost for IB senior cadet tickets.

IB Pinning Ceremony

The IB Pinning Ceremony of rising juniors and rising seniors was held on November 29th, 2018 in the SMA gymnasium. Linda Long was in attendance from the SMA Board of Directors. Eighteen rising seniors and thirty-five rising juniors were pinned.

IB, and AP, and DE, Oh My!

An informational meeting will be held on December 13th, 2018, in the SMA cafeteria, from 5:30-6:30, for incoming freshmen and current freshmen, sophomores and juniors, to assist parents and students in understanding the various pathways of academics offered at SMA.

Literacy Update

Last year SAT (college board placement exam) began offering a school-based administration of the exam for juniors and seniors that have not passed the FSA-ELA (Florida State Assessment of English Language Arts) reading test. The SAT test is untimed for the school-based administration only. It may not be used for college admissions but may be used as a concordant score in place of the FSA score for high school graduation. There will be a fall and a spring administration of the SAT and the FSA-ELA. The fall administration of the SAT yielded a 68% pass rate for the cadets that have not passed the FSA-ELA, meeting the high school graduation concordant score for those students.

AdvancED Update

SMA administrative teams are meeting at Prep and the high school to conduct a review of Leadership, Learning, and Resources. An Executive Report will be completed by the SMA team and uploaded into the AdvancED e-Prove system for advance review by the six-person team by the deadline of January 28th, 2019. The six-person team will be on both campuses February 25th-27th, 2019 to conduct the five-year accreditation review. A

cadre of SMA Board members will be needed for an interview by the AdvancEd team (date and time TBD).

SARASOTA MILITARY ACADEMY

Commandant

801 North Orange Avenue

Sarasota, Florida 34236

04 December 2018

MEMORANDUM FOR GOVERNING BOARD, SARASOTA MILITARY ACADEMY

THROUGH EXECUTIVE DIRECTOR OF SCHOOLS

SUBJECT: Significant Activities Report

1. Significant activities past thirty days:

- Raider Nationals 1-5 November (mixed team won 1st place).
- Mulberry Drill Competition 03 November
- Participate in Mayor's Food Drive 05 – 16 November
- Color Guard @ Glendale 09 November
- Cadet Guests at USMC Birthday Celebration @ Marina Jacks
- Veteran's Day Parade 11 November
- Cadet Memorial 14 November
- Military Ball 17 November
- Cadets Attend Military Officers Association of Sarasota Lunch 16 November
- Honor Guard/Drumline @ Sarasota Yacht Club 01 December
- Rifle Team Competes in Colorado 28 November – 04 December
- State Raider Competition 30 November – 01 December (mixed team won 1st place).
- PT with Prep school – ongoing
- Prep school "shadowing" ongoing
- Toys for Tots 03-21 December
- Color Guard for Florida Supervisors of Elections @ Westin Hotel 03 December
- Best Raider Competition 8-9 December

2. Significant activities next thirty days:

- Raider Junior Varsity Competition 15 December
- Senior Winter Formal 21 December
- Sarasota Military Academy Drill Meet @ Booker High School 12 January
- Veteran's of Foreign Wars State Dinner Support @ VFW Post 12 January

"One School, Two Campuses"!

Respectfully,

Ben Weiss

Ben Weiss
Lieutenant Colonel (Retired), Special Forces
Commandant

Sarasota Military Academy
Balance Sheet- By Campus
As of October 31, 2018

	HS	Prep	Total
ASSETS			
Current Assets			
Bank Accounts			
1110 Cash and cash equivalents			
1109 Petty Cash	400	400	800
1111 WF Operating Account	309,018		309,018
1113 SMA PTCC Account	16,734		16,734
1116 WF Advancement Account	80,767		80,767
1117 WF Credit Card Machine	13,844		13,844
1118 WF Business Market Savings	251,454		251,454
1119 SMA Prep Checking		159,249	159,249
1120 Athletics Account	65,261		65,261
1121 WF Prep PTCC Account		27,549	27,549
1123 Prep CC Machine		18,630	18,630
1124 SMA Wreaths	55,817		55,817
Total 1110 Cash and cash equivalents	\$ 793,294	\$ 205,829	\$ 999,122
8-1111 Sport Team Bank Accounts	82,985		82,985
Total Bank Accounts	\$ 876,278	\$ 205,829	\$ 1,082,107
Other Current Assets			
1160 Stifel Reserve	126,401		126,401
1220 Due from Other Governments			
1221 A/R ROTC	31,158		31,158
1222 A/R Due from District	177,827	82,289	260,116
Total 1220 Due from Other Governments	\$ 208,985	\$ 82,289	\$ 291,274
Total Other Current Assets	\$ 335,386	\$ 82,289	\$ 417,675
Total Current Assets	\$ 1,211,664	\$ 288,118	\$ 1,499,782
Fixed Assets			
1300 Fixed Assets			
1310 Land	973,750	7,424,550	8,398,300
1320 Land Improvements	73,227	42,750	115,978
1330 Building & Improvements	11,648,044	2,016,698	13,664,741
1340 Furniture, Fixtures & Equipment	1,569,301	350,154	1,919,455
1350 Motor Vehicles	535,364	232,835	768,199
1370 Capital Lease Equipment	53,300		53,300
1380 Audio-visual Material & Softwar			
1381 Audio-visual Materials	1,504		1,504
1382 Computer Software		93,386	93,386
Total 1380 Audio-visual Material & Softwar	\$ 1,504	\$ 93,386	\$ 94,890
1390 Computer Equipment	111,031	363,064	474,096
Total 1300 Fixed Assets	\$ 14,965,521	\$ 10,523,438	\$ 25,488,958
1550 Accumulated Depreciation			

1329 AD- Land Improvements	(38,759)	(11,492)	(50,251)
1339 AD- Buildings & Improvements	(2,656,745)	(181,954)	(2,838,699)
1349 AD- Furniture, Fixtures & Equip	(1,319,057)	(186,235)	(1,505,292)
1359 AD- Motor Vehicles	(311,864)	(62,002)	(373,866)
1379 AD- Capital Lease Property	(53,300)		(53,300)
1389 AD- Computer Software	(25,231)	(346,660)	(371,892)
1399 AD - Audio Visual	(73)		(73)
Total 1550 Accumulated Depreciation	\$ (4,405,028)	\$ (788,344)	\$ (5,193,372)
Total Fixed Assets	\$ 10,560,492	\$ 9,735,094	\$ 20,295,586
Other Assets			
1625 Due From SMA Prep - Long-term	2,097,323	(2,097,323)	0
1626 Due from Foundation	77,330		77,330
Total Other Assets	\$ 2,174,653	\$ (2,097,323)	\$ 77,330
TOTAL ASSETS	\$ 13,946,810	\$ 7,925,889	\$ 21,872,699
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2120 Accounts Payable	23,574	24,206	47,780
Total Accounts Payable	\$ 23,574	\$ 24,206	\$ 47,780
Credit Cards			
2150 Wells Fargo Visa CC			
2151 Carmen Diaz	547		547
2152 Stephen Kok	62,170		62,170
2153 Monika Wysocka	702		702
2155 Kevin Nasby	1,228		1,228
2156 Christina Bowman	652		652
2158 Gail Biroscak HS	14		14
2160 CJ Bannister	170		170
2161 Pamela Donehew	378		378
2163 Amy Mazner	2,174		2,174
2164 Donna Hoefler HS	166		166
Total 2150 Wells Fargo Visa CC	\$ 68,200	\$ -	\$ 68,200
2180 Wells Fargo SMA Prep Visa CC			
2181 Pam Hammond		20	20
2183 Stephen Kok		40,061	40,061
2185 Rebecca Morris		71	71
2186 Betty Bultemeier		1,883	1,883
2191 Lisa Currie		3,533	3,533
2193 Beth Harris		97	97
Total 2180 Wells Fargo SMA Prep Visa CC	\$ -	\$ 45,665	\$ 45,665
Total Credit Cards	\$ 68,200	\$ 45,665	\$ 113,865
Other Current Liabilities			
2110 Accrued Payroll			
2112 Accrued Payroll	248,443	180,648	429,090
Total 2110 Accrued Payroll	\$ 248,443	\$ 180,648	\$ 429,090
2170 Accrued Payroll Liabilities	8,219	5,454	13,674

2200 Other Current Liabilities			
2230 Current Portion of LTD	155,000	441,314	596,314
Total 2200 Other Current Liabilities	\$ 155,000	\$ 441,314	\$ 596,314
8-2290 Funds Held on Behalf of Others	82,985		82,985
Total Other Current Liabilities	\$ 494,647	\$ 627,416	\$ 1,122,063
Total Current Liabilities	\$ 586,421	\$ 697,287	\$ 1,283,708
Long-Term Liabilities			
2320 Bonds Payable			
2323 Educational Bond - 2012	4,594,000		4,594,000
2326 Prep Bond Payable - \$7.5M		6,526,513	6,526,513
2327 Prep Bond Payable - \$1M		880,175	880,175
2328 Wells Fargo Equipment Loan for Building 5		90,686	90,686
Total 2320 Bonds Payable	\$ 4,594,000	\$ 7,497,374	\$ 12,091,374
2330 Accrued Vacation	18,307		18,307
2380 Interest Rate Swap	252,844		252,844
2410 Deferred Revenues	41,681	(41,681)	0
Total Long-Term Liabilities	\$ 4,906,832	\$ 7,455,694	\$ 12,362,525
Total Liabilities	\$ 5,493,253	\$ 8,152,981	\$ 13,646,234
Equity			
3010 Invested In Capital Assets, Net	5,684,547	1,846,620	7,531,166
3020 Temporarily Restricted Net Assets	73,001	13,911	86,911
3030 Unrestricted Net Assets	2,601,289	(1,925,235)	676,054
Net Income	94,721	(162,387)	(67,667)
Total Equity	\$ 8,453,557	\$ (227,092)	\$ 8,226,465
TOTAL LIABILITIES AND EQUITY	\$ 13,946,810	\$ 7,925,889	\$ 21,872,699

Sarasota Military Academy
Profit and Loss - Monthly - By Campus
 October 2018

	HS	Prep	Total
Income			
3100 Federal Direct	31,158		31,158
3200 Federal Through State & Local	(800)	(800)	(1,600)
3300 Revenue from State Sources	454,240	303,746	757,986
3400 Revenue from Local Sources	303,066	113,745	416,811
Total Income	\$ 787,664	\$ 416,692	\$ 1,204,355
Gross Profit	\$ 787,664	\$ 416,692	\$ 1,204,355
Expenses			
4100 Salaries	419,645	282,033	701,678
4200 Employee Benefits	86,964	70,744	157,707
4300 Purchased Services	64,468	52,835	117,303
4400 Energy Services	12,443	14,777	27,220
4500 Materials & Supplies	28,072	13,005	41,077
4600 Capital Outlay	3,534	2,862	6,396
4700 Other Expenses	86,236	38,797	125,033
Total Expenses	\$ 701,361	\$ 475,053	\$ 1,176,414
Net Operating Income	\$ 86,302	\$ (58,361)	\$ 27,941
Net Income	\$ 86,302	\$ (58,361)	\$ 27,941

Sarasota Military Academy
Profit and Loss - YTD - By Campus
 July - October, 2018

	HS	Prep	Total
Income			
3100 Federal Direct	119,447		119,447
3200 Federal Through State & Local	(800)	(800)	(1,600)
3300 Revenue from State Sources	1,792,513	1,199,161	2,991,674
3400 Revenue from Local Sources	1,007,941	520,235	1,528,176
Total Income	\$ 2,919,101	\$ 1,718,596	\$ 4,637,697
Gross Profit	\$ 2,919,101	\$ 1,718,596	\$ 4,637,697
Expenses			
4100 Salaries	1,586,536	1,049,038	2,635,574
4200 Employee Benefits	352,770	267,531	620,301
4300 Purchased Services	359,280	255,797	615,078
4400 Energy Services	43,734	44,394	88,128
4500 Materials & Supplies	128,114	62,186	190,300
4600 Capital Outlay	27,521	32,793	60,314
4700 Other Expenses	326,425	169,244	495,669
Total Expenses	\$ 2,824,380	\$ 1,880,984	\$ 4,705,364
Net Operating Income	\$ 94,721	\$ (162,387)	\$ (67,667)
Net Income	\$ 94,721	\$ (162,387)	\$ (67,667)

SMA Prep PTCC Read Ahead 13 December 2018

The Prep PTCC has been busy for the Fall Semester.

We held a successful Fall Book Fair. We made \$854.66 net. The PTCC gave 50 scholastic dollars to each staff in the language arts, science, social studies departments and 100 points to the intensive reading department to purchase books for their classrooms.

We had a Fall Dance on October 26, 2018. Approximately 240 cadets attended and another 40 cadets purchased the dress down option but did not attend the dance. A good time was had by all.

We had Der Dutchman Pie Fundraiser and profited \$1394.24.

We honored our Veterans by providing lunch and a gift bag with SMA spirit wear and Starbucks gift cards. We also recognized 3 bus drivers that are veterans as well.

The Wreaths Across America campaign fundraising portion is now completed. Our cadets looked great in their WAA shirts on Fridays in November and will continue to be able to wear the shirts on Fridays through December. We are looking forward to December 15th ceremony at the National Cemetery. We also sponsored a coloring contest to honor veterans. The winners were placed on Facebook and in the Eagle Weekly.

We will be providing a light breakfast to staff on December 19th catered from Panera Bread.

We awarded 2 grants this semester. \$500 to Raiders to help cover the cost of the permits required for their 5K race and \$500 to the yearbook/photography class to purchase another camera.

We have a new fundraiser opportunity at the Sky Zone Glow Zone. It will be on a Friday night and we get 30%. We think February 1st will be a good day to do this.

We are already starting to prepare for our Spring Dance to be held on February 8th and the spring book fair which will be held the week of April 1st.

Chief Development Officer's Read Ahead

Dec 13, 2018

Donations In Foundation Account:

• Annual Fund	\$7,738.75
• Raiders Rise & Run	\$2,171.65
• Giving Tuesday	\$867.50
• Holiday Mini Photo Shoot	\$463.50
• SMA International Heritage Week	\$510.00
• Wreaths Across America	\$66,164.70

Activity/Marketing/Sponsorship/Events:

- Veteran's Day events and Parade
- Website & Social Media Updates
- Holiday Family Photo Fundraiser
- Wreaths Across America
- Letters to Soldiers at Walter Reed
- Giving Tuesday
- Les Stroud Concert and VIP Fundraiser
- End of Year Appeal
- Annual Appeal Letter
- SMA Video
- SMA Day
- SMA Foundation Gala

Please find the list of media mentions attached.

****Marketing drives development! Please continue to support SMA by sharing our posts on social media and forwarding our press releases to your friends and family. You can also support SMA by inviting friends and family to a tour of one or both of our campuses, please reach out to me to schedule any time.***

*Please let me know as soon as possible the amount of your pledge for 2019, it will really help with budgeting for the Foundation in the next year.

Sarasota Military Academy

BUDGET MEETING MINUTES

15 November, 2018

Board of Director Members' Attendance

Present:

Mr. Herb Jones, Chairman
Mr. Kimball Bobbitt, Treasurer
Mr. F. Steven Herb, Esquire, Vice Chairman

SMA Administrative Staff in Attendance

SMA-COL Christina Bowman, Executive Director of Schools
SMA-MAJ Steve Kok, Director of Finance
SMA-CPT Savannah Kalka, Accounting Specialist

Location: SMA High School campus. The chairman called the meeting to order at 11:30 am.

The committee presented a thorough discussion regarding the SMA 2018-2019 budget to include hiring practices, professional development, FTE and essential and non-essential needs of the Academy.

There was a brief discussion regarding the SMA Foundation, Inc. and events and programs where sponsorships would be beneficial.

Mr. Herb Jones, Chairman

Date

COL Ben Knisely, Secretary

Date

Sarasota Military Academy

STRATEGIC PLANNING COMMITTEE

MEETING MINUTES

19 November, 2018

Board of Director Members' Attendance

Present:

Mr. F. Steven Herb, Esquire, Vice Chairman
Ms. Carter Donovan
Ms. Linda Long
Dr. Thomas J. McElheny

SMA Administrative Staff Attendance

Present:

SMA-COL Christina Bowman, Executive Director of Schools
SMA-LTC Frederick Fout, Head of School, High School Campus
SMA-LTC Tom Vara, Head of School, Middle School Campus

SMA Foundation, Inc. Attendance Present:

SMA-MAJ CJ Bannister, CDO

Location: SMA High School campus. The meeting was called to order at 2:35 pm.

The committee discussed the strategic plan as well as suggested revisions to the mission statement and presentation of a vision statement.

The proposals will be presented to stakeholders for input as well.

The administrative team will present additions to the Strategic Plan on Thursday, 6 December at 2:30 pm in the high school conference room.

The meeting was adjourned at 4:35 pm.

Mr. Herb Jones, Chairman

Date

COL Ben Knisely, Secretary

Date

Sarasota Military Academy

STRATEGIC PLANNING COMMITTEE

MEETING MINUTES

6 December, 2018

Board of Director Members' Attendance

Present:

Mr. Herb Jones
Mr. F. Steven Herb, Esquire, Vice Chairman
Ms. Linda Long
Dr. Thomas J. McElheny

SMA Administrative Staff Attendance

Present:

SMA-COL Christina Bowman, Executive Director of Schools
SMA-LTC Frederick Fout, Head of School, High School Campus
SMA-LTC Tom Vara, Head of School, Middle School Campus
SMA-MAJ Steve Kok, Director of Finance
SMA-LTC Pamela Donehew, IB Coordinator

SMA Foundation, Inc. Attendance Present:

Location: SMA High School campus. The meeting was called to order at 2:31 pm.

The committee discussed the strategic plan as well as suggested revisions to the mission statement and presentation of a vision statement.

The proposals will be presented to representatives for each group of stakeholders for input as well.

The meeting was adjourned at 4:03 pm.

Mr. Herb Jones, Chairman

Date

COL Ben Knisely, Secretary

Date

Sarasota Military Academy

AFTER ACTION REPORT

AND ACADEMY EVENTS

MEETING MINUTES

28 November, 2018

Board of Director Members' Attendance

Present:

Mr. Herb Jones, Chairman

Ms. Linda Long

SMA Administrative Staff Attendance

Present:

SMA-COL Christina Bowman, Executive Director of Schools

SMA-LTC Frederick Fout, Head of School, High School Campus

LTC Ben Weiss, Commandant of Cadets

SMA Foundation, Inc. Attendance Present:

Mr. Howard G. Crowell, Jr., LTG USA (Ret), Chairman

Location: SMA High School campus conference room. The meeting was called to order at 8:30 AM.

LTC Ben Weiss presented and After Action Report on the SMA Military Ball held on 7 November, 2018 followed by discussion.

Discussion continued regarding the creation of protocols for Academy events.

The meeting was adjourned at 10:20 am.

Mr. Herb Jones, Chairman

Date

COL Ben Knisely, Secretary

Date