

# **Sarasota Military Academy**

BOARD OF DIRECTORS

MEETING MINUTES

6 June, 2018

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

### **Present:**

Mr. Herb Jones, Chairman  
F. Steven Herb, Esquire, Vice Chairman  
Ben Knisely, COL USA (Ret), Secretary  
Frederick Derr, CAPT USN (Ret), Treasurer  
Mr. Kimball Bobbitt  
Ms. Carter Donovan  
Ms. Linda Long  
Dr. Logan Malone, RADM USN (Ret)  
Dr. J. Robert Parkinson

**Absent:**; Howard G. Crowell, Jr., LTG USA (Ret), Chairman Emeritus; SMA-MAJ  
Denise Harper, Human Resources

## **SMA Administrative Staff in Attendance**

SMA-COL Christina Bowman, Executive Director of Schools  
SMA-MAJ Steve Kok, Director of Finance  
SMA-LTC Abby Williams, Assistant Head of School, High School Campus  
SMA-LTC Pamela Donehew, Director of Literacy and IB  
SMA-MAJ CJ Bannister, Chief Development Officer, SMA Foundation Inc.  
SMA-CPT Amy Mazner, Athletic Director, High School Campus  
SMA-LTC Tom Vara, Head of School, Prep Campus  
MAJ Becky Morris, Assistant Head of School, Prep Campus  
SMA-MAJ Lisa Currie, Assistant Head of School, Prep Campus

**Guests:** Members of the SMA faculty, staff and PTCC representatives.  
Ms. Michele Collins, PTCC Representative; Mr. Peter Currin, Attorney with Williams  
Parker, Harrison, Dietz & Getzen; Dr. Thomas J. McElheny

Location: SMA High School campus. The chairman called the meeting to order at  
2:37 pm.

**Motion to Approve the Minutes from the 10 May 2018 meeting:**

CAPT Frederick Derr motioned for approval of the 10 May, 2018 minutes; COL Ben Knisely seconded the motion and the board unanimously approved.

**Executive Director of School Report:**

SMA-COL Christina Bowman provided current enrollment numbers for the 2018/2019 school year for both High School and Prep. She mentioned the enrollment numbers on track but are continually changing with applications still being submitted and acceptance confirmation still awaiting decision. SMA-COL Bowman also stated a 76% enrollment of eighth grade prep cadets into our high school as ninth graders which is right on target from previous years.

SMA-COL Bowman expressed her concerns with the recent state mandate of Security Resource Officers (SROs) on each school campus along with extensive SRO training. She stated that SMA will not be able to afford an SRO and SRO training without county assistance in funding so will resolve to obtaining a Guardian, who will go through Guardian training with the Sheriff's Department, on school grounds as most schools statewide are executing.

SMA-COL Bowman also indicated concerns with the county's decrease in millage funds to our Academy for the 2018/2019 school year due to SRO training county-wide for public schools. Ms. Carter Donovan inquired about the liability and additional insurance policies in which SMA-COL Bowman replied that multiple policies are currently being researched.

SMA-COL Bowman expressed that the state mandate for mandatory SROs was a decision that occurred very quickly to implement immediately. She stated four Guardians will be needed – two on each campus. Ms. Linda Long inquired if the Sheriff's Department selects the candidates in which SMA-COL Bowman replied that the Administration at SMA selects the non-instructional candidates. COL Knisely stated the Sheriff's Department is fully aware of and will provide the assistance public charter schools need in completing the training to satisfy the mandate.

**Annual Meeting:** Vice Chairman F. Steve Herb re-nominated all current members with the exception of CAPT Derr, who will be moving over to the SMA Foundation Inc. Board of Directors. Vice Chairman Herb nominated Dr. Thomas J. McElheny as the new board member for the 2018/2019 school year. Dr. McElheny holds a PhD in Education and is a business owner in the area as well as a Marine.

Dr. Logan Malone motioned for the nomination of Dr. McElheny onto the Board of Directors for 2018/2019 school year; CAPT Derr seconded the motion and the board unanimously approved.

Vice Chairman Herb motioned to re-nominate Chairman Herb Jones to remain as chair; COL Knisely to remain as secretary; Vice Chairman Herb to remain as second chair; and Mr. Kimball Bobbitt as our board's new treasurer. Vice Chairman Herb also nominated to continue with our current auditors. Chairman Jones seconded the motions and the board unanimously approved. He then introduced Dr. Thomas J. McElheny to the board. SMA-COL Bowman replied to Vice Chairman Herb's question regarding training for Dr. McElheny.

**Treasurer's Report:** CAPT Derr introduced Attorney Peter Currin with Williams Parker, Harrison, Dietz & Getzen. CAPT Derr explained the new tax law change and the need to work with the bank and consultants to advise on how to stay in compliance. Mr. Currin further explained the tax rate decreasing as the interest rates increased. He presented to the board multiple options in which CAPT Derr stated he and SMA-MAJ Steve Kok agree to integrate swap rate and pay one-time fee.

Mr. Bobbitt mentioned more time and discussion is needed in this matter. Mr. Currin agreed with CAPT Derr that swaps are complicated and tricky.

Chairman Jones recommends to the board to not amend but to integrate swap. Chairman Jones motioned to accept recommendations subject to Mr. Bobbitt's understanding of the integration as the new treasurer; Ms. Donovan seconded the motion and the board unanimously approved. Mr. Currin leaves.

**Executive Director of School Report cont.:** Chairman Jones reverts back to security issues and the state mandate. SMA-COL Bowman explains the intensive training through the Sheriff's Department. Dr. J. Robert Parkinson inquired if the school board or law enforcement are in charge in which SMA-COL Bowman replied that we are in charge and directs questions to the Sheriff's Department.

SMA-COL Bowman attached the board meeting schedule for the 2018/2019 school year. Dr. Malone expressed how pleased he was with the sixty-five prep cadets at the *On Eternal Patrol Memorial Reef* dedication ceremony at Thompson Park as well as the Cancer Internship mentioned in the paper. He applauded leadership in the program.

SMA-COL Bowman mentioned the amended budget for 2018/2019 school year for technology due to the decrease in millage funds. She stated the roll out of the iPad program to the sixth grade class will continue but will hold on for ninth grade. MAJ Becky Morris suggested iPads be given to the new eighth grade class instead due to testing reverting back to paper-based for earlier grades. SMA-COL Bowman agreed to discuss the subject further.

**Human Resources Manager Report:** SMA-COL Bowman stated that the administration is currently in the process of filling vacant positions. She mentioned an additional Assistant Head of School position at the prep rather than another counselor. SMA-COL Bowman stated the job placement website, Indeed.com, is working really well. SMA-LTC Tom Vara mentioned he had great hires for next school year. Ms. Donovan was grateful to receive the updated employee handbook in which SMA-COL Bowman stated the handbook will be on the August agenda for approval.

**SMA Prep Head of School Report:** SMA-LTC Vara provided a read-ahead report and progress to date. He mentioned the success of the eighth grade promotion in the new venue at Bayside Community Church East Sarasota campus. He stated he is finalizing the last two positions and anticipating the new teacher orientation.

**SMA Prep Athletics Report:** SMA-LTC Vara provided a read-ahead report.

**MYP:** SMA-MAJ Lisa Currie provided a read-ahead report. She mentioned the prep in the process of changing the assessment policy and to also ensure staying true to IB curriculum. She also stated changes to the website will be discussed and implemented.

**SMA Head of School Report:** SMA-COL Bowman expressed how the graduation ceremony was the best thus far and how SMA-LTC Abby Williams executed the graduation ceremony classy and seamless. Ms. Donovan and Ms. Long agreed, adding the coordination, quickness and orderly movement was all impressive. SMA-COL Bowman stated Mr. Fred Fout will start as Head of School on the 18<sup>th</sup> of June and mentioned he requested feedback to his questions from the staff and faculty to get to know them. Two Meet and Greets will be scheduled for staff and families.

**SMA HS Athletics Report:** Athletic Director Amy Mazner addressed the board with a change in culture for athletics at SMA. She explained there will be a higher expectation and accountability of our cadets playing sports at SMA. Coach Mazner stated more effort and focus will be placed on sports this upcoming school year and emphasized the need to draw more interest towards sports at SMA. Chairman Jones requested a schedule of upcoming games in which Coach Mazner agreed to email a schedule.

**IB Report:** A report was provided by SMA-LTC Pamela Donehew. She celebrated the achievement of Odyssey of the Mind (OOTM) placing third at the Worlds Championships at Iowa State University. Ms. Donovan applauded SMA-LTC Donehew for her dedication and vigilance as a wonderful champion to the IB program. Chairman Jones agreed and mentioned how the board is very appreciative for everything she's done.

**Treasurer's Report cont.:** CAPT Derr reiterated the decrease in millage funds for the 2018/2019 school year due to Security Resource Officer (SRO) training mandated by the state to every school state-wide. He stated next year will be a challenge in which Chairman Jones expressed his confidence in SMA-COL Bowman in executing what needs to be done.

**Staff Representatives:** N/A

**SAI/Commandant's Report:** N/A

**PTCC Report:** Ms. Michele Collins stated a new PTCC board is in place to which the board applauded all her efforts.

**SMA Foundation Inc.:** Ms. CJ Bannister stated the board retreat is scheduled.

**Chairperson's Report:** N/A

**Old Business:** N/A

**New Business:** Attached is the new schedule of next year's board meetings.

**Public Comments:** N/A

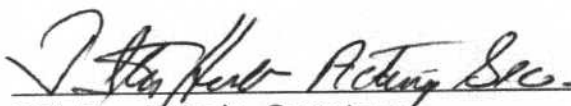
The chairman adjourned the meeting at 4:23 pm.



Mr. Herb Jones, Chairman

8/1/2018

Date



COL Ben Knisely, Secretary

8/1/2018

Date