

# **Sarasota Military Academy**

BOARD OF DIRECTORS

MEETING MINUTES

7 February, 2018

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

### **Present:**

Mr. Herb Jones, Chairman  
Mr. Steve Herb, Vice Chairman  
Mr. Kimball Bobbitt  
Frederick Derr, CAPT USN (Ret), Treasurer  
Ben Knisely, COL USA (Ret)  
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 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-MAJ Ryan Lee, Dean of Students, High School Campus  
SMA-LTC Tom Vara, Head of School, Prep Campus  
MAJ Becky Morris, Assistant Head of School, Prep Campus  
SMA-LTC Pamela Donehew

**Guests:** Members of the SMA faculty, staff and PTCC representatives.  
SMA-CPT Michael Friday, High School Staff Representative

Location: SMA Prep campus. The chairman called the meeting to order at 4:34 pm.

**Motion to Approve the Minutes from the 6 December, 2017 meeting:**

Chairman Jones motioned for approval of the 6 December, 2017 minutes; Dr. Malone seconded the motion and the board unanimously approved with the correction noted.

**Executive Director of School's Report:** A read-ahead report was provided by SMA-COL Bowman and enrollment was reviewed. Enrollment acceptance will be sent via email and will be the first year for on-line submissions as well as a welcome video from cadet ambassadors.

The technology pilot will begin in approximately one month with iPads provided to three high school and three Prep classes. Ms. Donovan asked about a cost analysis related to the purchase of the iPads vs. the cost of leasing. SMA-COL Bowman asked if Ms. Linda Long would be willing to participate in gathering information from the pilot program. The program would begin in the 2018-2019 school year and Ms. Long agreed to assist.

**Human Resources Manager Report:** SMA-MAJ Denise Harper provided a read-ahead report on the hiring process and her progress to date.

**SMA Prep Head of School Report:** SMA-LTC Tom Vara provided a read-ahead report and progress to date. SMA-LTC Vara reported the results from the second diagnostic testing cycle. Ms. Donovan asked if he was able to analyze test results to see where issues were. SMA-LTC Vara responded that the test does show where shortfalls are specifically and early intervention is helping. He also stated that the iReady program has been helpful.

**SMA High Head of School Report:** SMA-COL Bowman provided a read-ahead report. COL Ben Knisely expressed concerns about the number of computers for testing. SMA-COL Bowman and SMA-LTC Vara both agreed computers were needed at both schools. SMA-COL Bowman stated that the computers used for the pilot program can assist with testing and that the Florida Department of Education plans to gradually phase in paper-based testing. SMA-COL Bowman also stated that the schedule will stay as a 4x4 hybrid schedule.

Vice-Chairman Herb asked about the graduation ceremony to which SMA-COL Bowman replied that graduation will be at Bayside on SR64 and identified the guest speaker as alumnus, Kaisen Mitchell.

**SMA Prep Athletics:** SMA-COL Vara provided a read-ahead report from SMA-MAJ AJ Brown. SMA-LTC Vara mentioned a successful first semester sports ceremony. This was the first time honoring students in sports in this fashion.

**SMA HS Athletics:** A read-ahead report was provided by Athletic Director Amy Mazner. Coach Mazner stated that every event gets better with the soccer girls going to regionals and four runners going to states with two looking very promising. She mentioned how she acquired very good coaches and foresees sports doing very well in the future.

**Staff Representatives:** SMA-CPT Michael Friday provided and presented a read-ahead report for the high school. SMA-CPT Terri Davis provided a read-ahead report for Prep.

**SAI/Commandant's Report:** A read-ahead report was provided by COL Ryan. Chairman Jones asked about the status of the final draft of the JROTC fact sheet. SMA-COL Bowman responded that revisions are being made with COL Ryan and will be prepared for the next board meeting.

**IB Report:** SMA-LTC Pamela Donehew provided a read-ahead IB report. She included a spreadsheet of colleges and scholarships of our graduates.

**Treasurer's Report:** CAPT Frederick Derr provided a read-ahead report. He mentioned the new school bus has arrived and will be placed in service the following week. SMA will now own six busses for five routes which will leave the oldest bus as a spare.

CAPT Derr announced receiving the 1.5 Millage funds and expressed the need to prioritize how it will be spent. SMA-MAJ Kok stated the district's news release on 5 February of a two year district wide pay raise that will be retroactive to this school year. SMA-MAJ Kok reviewed the salary increases and recommended parallel increases for the Academy employees.

Vice-Chairman Herb motioned to authorize the salary increase retroactively to August 2017 to match the district salary revisions; COL Knisely seconded the motion and the board unanimously approved.

**PTCC Report:** SMA-CPT Weaver provided a read-ahead report for the High School and a report for the Prep was provided.

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

**Old Business:** N/A

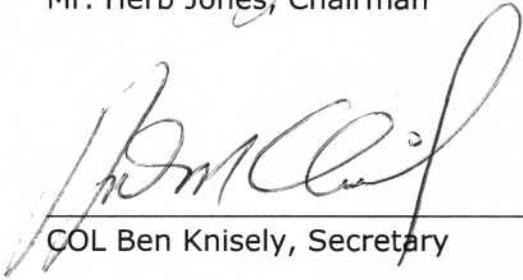
**New Business:** SMA-COL Bowman announced that Dr. Robin Livingston has resigned in order to accept a position with Suncoast Polytech High School. SMA-COL Bowman is consulting with Dr. Wendy Katz in order to complete a site analysis for the high school campus. Results from meetings with staff, parents and cadets will be compiled and presented to SMA-COL Bowman which will allow the Academy to focus on specific attributes for the new Head of School. SMA-COL would like to complete the hiring process no later than May 2018. Chairman Jones thanked Dr. Livingston for all her hard work and wishes her well.

**Comments:** N/A

The next Board of Directors' meeting will be held on Wednesday, 7 March, 2018 at 2:30 pm at the high school conference room. The next SMA Foundation Board meeting will be held on Wednesday, 7 March, 2018 at 1:00 pm at the high school conference room. The chairman adjourned the meeting at 5:45 pm.

  
Mr. Herb Jones, Chairman

3/7/18  
Date

  
COL Ben Knisely, Secretary

3/7/18  
Date