

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES

11 October, 2017

Board of Director Members' Attendance

Present:

Mr. Herb Jones, Chairman
Mr. Steve Herb, Vice Chairman
Ben Knisely, COL USA (Ret), Secretary
Ms. Carter Donovan
Ms. Linda Long
Dr. J. Robert Parkinson

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

Absent:

Mr. Frederick Derr, Mr. Kimball Bobbitt, Dr. Logan Malone

SMA Administrative Staff in Attendance

SMA-COL Christina Bowman, Executive Director of Schools
SMA-MAJ Steve Kok, Director of Finance (interim)
SMA-LTC Robin Livingston, Head of School, High School Campus
SMA-LTC Abby Williams, Assistant Head of School, High School Campus
SMA-LTC Tom Vara, Head of School, Prep Campus
SMA-LTC Pamela Donehew

Guests: Members of the SMA faculty, staff and PTCC representatives.
SMA-MAJ Sylvia Gillotte, High School Staff Representative

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

Motion to Approve the Minutes from the 20 September, 2017 meeting:

Chairman Jones pointed out the date change for the November meeting to 8 November. Mr. Steve Herb motioned for approval of the 20 September, 2017 minutes; COL Ben Knisely seconded the motion and the board unanimously approved.

Treasurer's Report: Ms. Kelly Miller, an auditor from Tom Pellegrino's Office, presented their report on this years' audit. Ms. Miller commended SMA-MAJ Kok and

staff on their efforts and cooperation which resulted in a comment free audit. Numbers fell within normal Gap range with internal controls well run and adequate. No recommendations at this time. COL Ben Knisely commended SMA-COL Bowman, SMA-MAJ Kok and SMA-CPT Kalka on all their efforts.

Chairman Jones motioned for the approval of the auditor's report. Ms. Donovan seconded the motion and the board unanimously approved.

SMA-MAJ Kok provided a read-ahead report. SMA-MAJ Kok presented the need and cost analysis on the purchase of one more bus and utilizing bus 1130 as a spare. COL Ben Knisely motioned for the purchase of another bus. Chairman Jones seconded the motion and the board unanimously approved.

Executive Director of School's Report: A read-ahead report was supplied by SMA-COL Bowman. Enrollment update was provided. Enrollment cards were sent district wide to all fifth and eighth graders. Dr. Bowden will be present at our school during the Beret Ceremony on 18 October. SMA-COL Bowman expressed concern with the ability to provide students with technological devices and mentioned the purchase of laptops and ipads are necessary for the growth of SMA and will speak with the Foundation to possibly assist in providing.

SMA-COL Bowman will continue speaking with the Food & Nutrition Services at the Landings to acquire cost analysis on providing students with free breakfast and/or lunch. Chairman Jones requested a cost analysis.

Human Resources Manager Report: SMA-MAJ Denise Harper provided a verbal 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. Chairman Jones asked about faculty visibility on campus in which SMA-LTC Vara reported that all areas are covered with faculty on grounds.

SMA High Head of School Report: SMA-LTC Robin Livingston provided a read-ahead report and mentioned our professional day on Monday, 16 October. Dr. Livingston mentioned that all teachers this year will receive a breakdown of their students and all their testing in previous years for growth achievement and progress.

Dr. Livingston mentioned herself and SMA-MAJ Becky Morris are attending training at the Landings with regards to a new program called DASHBOARD. This program allows further understanding of the school grade. Dr. Livingston mentioned the Beret Ceremony held on 18 October. Dr. Livingston discussed a new initiative with SMA-MAJ Lyon and the art department in regards to painting positive messages on the walls. This initiative will start with the female bathroom on third floor of the Urfer building.

SMA Prep Athletics: SMA-LTC Vara provided a read-ahead report from SMA-MAJ Currie. SMA-LTC Vara mentioned how the prep blog was doing great.

SMA HS Athletics: Dr. Livingston presented SMA-MAJ Collis' read-ahead report that was provided.

IB Report: SMA-LTC Pamela Donehew presented an IB report. SMA-LTC Donehew mentioned the IB program is up for accreditation review. Last review was five years ago. SMA-LTC Donehew mentioned the IB pinning program for sophomores and juniors on 24 October. Chairman Jones encouraged the Board of Directors to attend.

Staff Representatives: SMA-MAJ Sylvia Gillotte provided a read ahead report.

SAI/Commandant's Report: A read-ahead report was provided and presented by COL Ryan. COL Ryan mentioned the recovery of funds from the Army to cover 50% of SFC Lugo De Jesus' salary. COL Ryan also mentioned cadet Kinga Aletto and records broke at the Montgomery Bell Rifle Competition.

PTCC Report: PTCC read-ahead report was provided. SMA-CPT Weaver mentioned the launch of Wreaths Across America on 17 October. She also mentioned receiving two thousand dollars in grant requests.

SMA Foundation, Inc. Report: N/A

Chairperson's Report: Chairman Jones thanked everyone for the November Board of Director's date change. LTG Crowell asked if there are any further MOA events. COL Bowman replied with no future MOA events due to Army's regulations of alcohol being served.

Old Business: N/A

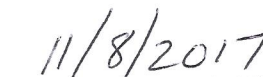
New Business: SMA-COL Bowman mentioned the SMA Drumline in the SRQ magazine.

Comments: SMA-MAJ Gillotte asked if there is a formalized process in recognizing students for their achievements outside the High School. SMA-COL Bowman asked Dr. Parkinson for partnering in media attention.


The next Board of Directors' meeting will be on Wednesday, 8 November, 2017 at 2:30 pm at the high school conference room. The chairman adjourned the meeting at 3:57 pm.



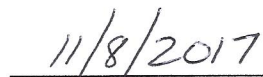
Mr. Herb Jones, Chairman



Date



COL Ben Knisely, Secretary



Date