

Sarasota Military Academy
COMBINED BOARD OF DIRECTORS
ANNUAL MEETING MINUTES (VIRTUAL)
11 JUNE, 2020

Board of Director Members' Attendance

Present:

Mr. Herb Jones, Chairman
F. Steven Herb, Esquire, Vice Chairman
Mr. Kimball Bobbitt, Treasurer
Ben Knisely, COL USA (Ret), Secretary
Mr. Warren P. Hudson
Ms. Linda Long
Dr. Thomas J. McElheny

Howard G. Crowell, Jr., LTG USA (Ret), Chairman, SMA Foundation Inc.
Frederick M. Derr, CAPT USN (Ret), Treasurer, SMA Foundation Inc.
Mr. Anthony Baade, SMA Foundation Inc.
Ms. Alexandra Quarles, SMA Foundation Inc.
Mr. Rafael Robles, Executive Director, SMA Foundation Inc.

SMA Administrative Staff in Attendance:

SMA-COL Christina Bowman, Executive Director of Schools
SMA-COL Frederick Fout, Head of School, High School Campus
LTC Ben Weiss, Commandant of Cadets – Senior Army Instructor
SMA-MAJ Steve Kok, Director of Finance
SMA-COL Tom Vara, Head of School, Middle School Campus
SMA-MAJ Dr. Todd Brown, Director of Outreach

Location: Virtual

The chairman called the meeting to order at 2:31 pm.

Motion to Amend the Agenda:

Chairman Howard Crowell motioned to approve the amended agenda; Mr. Frederick Derr seconded the motion and the board unanimously approved.

Motion to Approve the 14 May, 2020 Minutes:

Mr. Warren Hudson motioned to approve the 14 May, 2020 minutes; Vice Chairman F. Steven Herb seconded the motion and the board unanimously approved.

Motion to Approve the 8 June, 2020 Emergency Meeting Minutes:

Mr. Hudson motioned to approve the 8 June, 2020 emergency meeting minutes; Ms. Linda Long seconded the motion and the board unanimously approved.

Executive Director of Schools Report: SMA-COL Christina Bowman provided a read-ahead report. She discussed enrollment numbers academy wide and how the numbers are fluid with constant change. SMA-COL Bowman stated the software, Zoom, was purchased to enable virtual admission meetings and admission information postcards will be sent out to Sarasota county fifth and eighth graders as did in the past. She explained the additional staff openings at both campuses as well as receiving feedback from staff exit interviews.

SMA-COL Bowman discussed all scenarios for school in the fall and how we must meet needs of all families to include transportation and food service. She mentioned the district asking to hold communication on reopening options until the district expresses options to families county wide. SMA-COL Bowman stated weekly meetings with charter schools to formulate plans in assisting one another has been beneficial.

SMA-COL Bowman stated how 1400 masks were donated by a parent to provide for every student and PTCC also will be selling masks with the SMA logo. She commended the prep staff and faculty for a successful virtual promotion ceremony.

Community Outreach Director Report: SMA-MAJ Dr. Todd Brown provided a read-ahead report. He discussed the opportunity for SMA as the frontrunner of innovative technology in COVID tracing partnering with Department of Health and Sarasota Memorial Hospital. Dr. Brown explained the Sentinel Program called SCOUT as the first user-based application that will gather real-life data to link systems together for in-house monitoring in COVID-19 tracing. He explained building this platform will be groundbreaking nationwide and SMA will be the only school utilizing.

Ms. Linda Long inquired as to the time and staff required for monitoring in which Dr. Brown replied that the AI department can produce a short presentation and one staff member to monitor the application dashboard. Chairman Jones inquired to Mr. Rafael Robles as to the ability to market this program in which Mr. Robles replied that the Sentinel Program would be a game changer and can assure donations will support these initiatives. Mr. Anthony Baade inquired as to the HIPAA violations and identity theft concerns in which Dr. Brown replied that HIPAA will not be violated as information stays in house unless Department of Health reaches out to us first and identity theft isn't an issue as it is a web-based platform and only tracks information the user enters.

Dr. Brown further discussed how the City of Chicago will initiate this program for children seventeen and older. Ms. Alexandra Quarles stated her concerns on the liability to the school and students in which Dr. Brown replied that liability is held to a minimum due to only tracking symptoms to forward to appropriate experts. Ms. Quarles further inquired as to concerns potential donors may have with liability to school and whether patents are pending in which SMA-COL Bowman replied that advising with legal counsel will occur first. Chairman Herb Jones recommended an

action plan be devised before proceeding in which Dr. Brown and Mr. Robles both replied that they will collaboratively work together to create one.

Technology Report: N/A

SMA Prep Head of School Report: SMA-COL Tom Vara provided a read-ahead report. He discussed a successful eighth grade carline graduation with signs and staff cheering them on as well as a virtual promotion ceremony with a video created by SMA-CPT Samantha Miller.

SMA Prep Athletics Report: N/A

SMA Head of School Report: SMA-COL Fred Fout provided a read-ahead report. He stated high school graduation will be on the 24 July at Bayside Community Church on SR 64 to some capacity as it will be a socially distanced event with drive-thru and livestream. Mr. Hudson inquired as to how many open positions were available at the high school in which SMA-COL Fout replied that only one ESE position is open and is added to existing staff.

SMA HS Athletics Report: N/A

IB Report: N/A

SAI/Commandant's Report: LTC Ben Weiss provided a read-ahead report. He discussed the POD will be dropped off today to Fort Benning, Georgia to be loaded with uniforms the next day and picked up on 13 June to deliver to SMA. LTC Weiss discussed the virtual leadership interviews went well and that SMA will have great leadership for next school year. He mentioned the successful uniform station drop-off during the senior drive-thru and commended his team for their organized efforts. LTC Weiss stated that he has an understanding as to which cadets are planning to attend a Service Academy upon graduation and that the visits to the academies will continue this year to include US Merchant Marines Academy in Kings Point, NY.

Staff Representatives: N/A

Treasurer's Report: Mr. Kimball Bobbitt provided a read-ahead report and balance sheets per campus. He discussed the current financials thru 30 April with a YTD Profit and Loss per campus. Vice Chairman Herb inquired as to a higher loss for this year in which Mr. Bobbitt replied that there will be a higher loss compared to previous years. SMA-COL Bowman suggested the board approve an extension of line of credit to cover only circumstances of delayed FTE deposits.

Mr. Hudson motioned to approve the extension of line of credit; COL Ben Knisely seconded the motion and the board unanimously approved.

PTCC Report: N/A

Marketing Report: N/A

Committee Reports: N/A

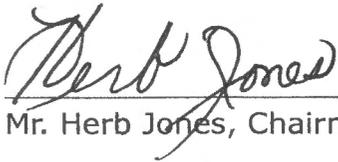
Dr. Tom McElheny motioned to approve COL Ben Knisely and Mr. F. Steven Herb to renew terms; Chairman Jones seconded the motion and the board unanimously approved.

Chairman Jones presented the proposed board positions with himself remaining as Chair, Dr. Tom McElheny as Vice Chairman, Mr. Kimball Bobbitt remaining as Treasurer, Mr. F. Steven Herb as Assistant Secretary and COL Ben Knisely remaining as Secretary.

Ms. Linda Long motioned to approve the proposed board positions; Mr. Hudson seconded the motion and the board unanimously approved.

Public Comments: N/A

The chairman adjourned the meeting at 4:05 pm.



Mr. Herb Jones, Chairman

8-12-20

Date

COL Ben Knisely, Secretary

Date

Chairman: Chairman Jones commended the staff and board for persevering through the transition of distance learning and continuing communication with families for an outstanding attendance on both campuses.

Old Business: N/A

New Business: Chairman Jones stated two board members whose term is expiring.

Dr. Tom McElheny motioned to approve COL Ben Knisely and Mr. F. Steven Herb to renew terms; Chairman Jones seconded the motion and the board unanimously approved.

Chairman Jones presented the proposed board positions with himself remaining as Chair, Dr. Tom McElheny as Vice Chairman, Mr. Kimball Bobbitt remaining as Treasurer, Mr. F. Steven Herb as Assistant Secretary and COL Ben Knisely remaining as Secretary.

Ms. Linda Long motioned to approve the proposed board positions; Mr. Hudson seconded the motion and the board unanimously approved.

Public Comments: N/A

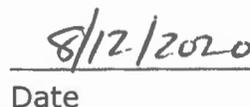
The chairman adjourned the meeting at 4:05 pm.

Mr. Herb Jones, Chairman

Date



COL Ben Knisely, Secretary



Date