

**SARASOTA MILITARY ACADEMY  
BOARD OF DIRECTORS  
MEETING AGENDA  
Tuesday September 8, 2020**

- Call to Order
- Approval of the Minutes-Tab 1
  - August 11, 2020
- Executive Director of Schools' Report – Tab 2
  - HR Report
  - Community Outreach Director Report
  - Technology and Data Impact Report
  - Head of School Report - SMA Prep – Tab 3
    - Athletic Director Report
    - MYP Report
    - Faculty Representative
  - Head of School Report – SMA High – Tab 4
    - Athletic Director Report
    - IB Report
    - Faculty Representative
- SAI/Commandant's Report – Tab 5
- Treasurer's Report – Tab 6
  - Monthly Financial Report
  - Approval of the 2020-2021 SY Budget
  - Approval of the Audit for Year Ended June 30, 2020
- PTCC Committee Reports – Tab 7
- SMA Foundation, Inc. Report – Tab 8
- Committee Reports
  - Nominating Committee
- Chairperson's Report
- Old Business
- New Business
- Public Comment
- Meeting Adjournment

# **Sarasota Military Academy**

## **BOARD OF DIRECTORS**

### **MEETING MINUTES (VIRTUAL)**

11 August, 2020

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

##### **Present:**

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

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.  
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  
MAJ Becky Morris, Assistant Head of School, Middle School Campus  
SMA-MAJ Dr. Todd Brown, Director of Outreach

**Guest in Attendance:** Mr. Peter Skokos

Location: Virtual

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

Chair Herb Jones requested a slight change in the order of the agenda to allow the nominating committee to present a report as the first order of business.

Mr. F. Steven Herb provided a report regarding the process of meetings with Mr. Peter Skokos, a prospective board member and referred the board of directors to the bio that was provided in the read-ahead report. Mr. Herb motioned to accept

nomination of Mr. Skokos; Vice Chair Dr. Tom McElheny seconded the motion and the board unanimously approved.

**Motion to Approve the 11 June, 2020 Minutes:**

Vice Chair Dr. Tom McElheny motioned to approve the 11 June, 2020 minutes; COL Ben Knisely seconded the motion and the board unanimously approved.

**Motion to Approve the 5 March, 2020 Minutes:**

Vice Chairman Herb motioned to approve the 5 March, 2020 minutes; COL Knisely seconded the motion and the board unanimously approved.

**Executive Director of Schools Report:** SMA-COL Christina Bowman provided a read-ahead report. She commended the Academy Administrative Teams and facilities staff for their outstanding work planning and preparing for the return of staff and cadets. She reported that 75% of families for each campus had completed the survey regarding their cadets returning to campus or remote learning. Both campuses reflected the same choices of 60% brick and mortar and 40% remote learning. The survey will stay open additional days and reminders to parents will be sent again. She also identified continuous review of staffing as it relates to enrollment.

The 2020-2021 SMA Employee Handbook was provided in the read ahead and SMA-COL Bowman asked for board approval with revisions. Mr. F. Steven Herb motioned to approve the 2020-2021 SMA Employee Handbook; Chair Herb Jones seconded the motion and the board unanimously approved.

Ms. Linda Long inquired about attendance requirements, assessments and grading remote learners as well as plans to address learning gaps. SMA-COL Bowman stated that she would like each Head of School to address those questions as it looks a little different for each plan.

SMA-COL Bowman provided the 2020-2021 SMA Board of Directors Meeting Schedule in the read ahead and asked for board approval. Ms. Linda Long motioned to approve the schedule; Mr. Warren Hudson seconded the motion and the board unanimously approved.

**Community Outreach Director Report:** Dr. Todd Brown provided a read-ahead report. He highlighted several grants he is working on, to include NIH and Sarasota Memorial Hospital that would provide rapid testing on campus. He also briefly discussed the SCOUT program for contact tracing purposes.

**Technology Report:** MAJ Becky Morris provided a read-ahead report.

**SMA Prep Head of School Report:** SMA-COL Tom Vara provided a read-ahead report. He discussed the use of ZOOM meetings with staff and families in order to provide communication effectively. Orientation meetings will also be established closer to opening of school as to be better prepared and up to date information is available.

SMA-COL Vara reviewed attendance expectations for remote learners, schedules for all learners, professional development needs, and the in-depth collaboration that has taken place in preparation for the 2020-2021 school year.

Mr. Warren Hudson inquired about the wait list and SMA-COL Vara replied there is not a wait list at this time for 6<sup>th</sup> grade but 7<sup>th</sup> and 8<sup>th</sup> grade waiting lists were extensive. He reported they are continuing to fill seats as they become open.

Chair Jones inquired as to the availability of the SCOUT program when campuses open and Dr. Todd Brown responded that the platform should be available the first week of school.

**SMA Prep Athletics Report:** SMA-COL Vara provided a verbal report. SMA Prep is following the State, District and FHSAA guidelines at this time and there are some considerations of moving some of the season dates.

**MYP Report:** SMA-LTC Lisa Currie provided a read-ahead report.

**SMA Head of School Report:** SMA-COL Fred Fout provided a read-ahead report. He highlighted two new community partnerships; one with All Faith's Food Bank Food Distribution on the Third Thursday of the month and SCF Entrepreneurship Club.

SMA-COL Fout reviewed the academic structures of learning for both on campus learners and remote learners. Ms. Linda Long inquired as to why the "flipped classroom" structure was chosen and the response was that it is more like that of the college system and it will better support remote learning should the whole campus become remote learners. He also discussed pre-assessments such as USA Test Prep and Khan Academy to determine learning gaps.

SMA-COL Bowman commended SMA-COL Fout and, in particular, SMA-LTC Abby Williams for her perseverance and planning the 2020 Commencement Ceremony.

**SMA HS Athletics Report:** SMA-COL Fout reported the high school will continue to follow State, County and FHSAA guidance.

**IB Report:** SMA-COL Fout will provide an update at the next scheduled meeting as a few of the assessment grades were still not available.

**SAI/Commandant's Report:** LTC Ben Weiss provided a read-ahead report. He highlighted the immense amount of uniforms and supplies provided by Fort Benning and they are working through and organizing the items.

LTC Weiss outlined the curriculum for distance learning provided by Cadet Command and its accessibility to all cadets as well as Cadet Command's directive that no state competitions will take place until further notice.

**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<sup>th</sup> June,

2020 with a YTD Profit and Loss per campus as well as the PPP funds. Mr. F. Steven Herb asked if the PPP funds are fully "booked" and Mr. Bobbitt replied yes.

Mr. Warren Hudson inquired as to the timeline for the presentation of the 2020-2021 budget. Mr. Bobbitt stated the budget will be presented at the next scheduled board meeting for approval.

**PTCC Report:** N/A

**SMA Foundation, Inc. Report:** SMA-LTC Rafael Robles provided a read-ahead report. He provided an update about shifting to more face-to-face meetings rather than remote but there is still some trepidation. He reported seeing a trend that donors are focusing more on COVID-19 supports. A financial report was provided as well as an update on Alumni Communications. He reported completing a job description for an assistant but would not like to post the position at this time due to the pandemic. He also provided a brief overview of marketing and communication with and admissions campaign through the use of webinars and mailers.

**Marketing Report:** N/A

**Committee Reports:** Mr. Warren Hudson, Chair of the Strategic Planning Committee, provided an overview of the team's meetings and minutes were provided in the read-ahead. He presented "Who We Are" as well as the revised mission statement. He stated a task force will be formed for specific areas of the mission statement and will be comprised of directors, administrators, staff, cadets and parents. The areas are: 1) Prepare students for College, Careers, and Citizenship in a changing world; 2) Develop Character based upon the steadfast values of Honor, Integrity, and Respect; Encourage an Innovative Spirit; Cultivate Leaders for tomorrow; 3) Foster a Welcoming Culture in which all cadets know they are valued members of the SMA Community and 4) Resources/Financial. The task force will not be formed until December, 2020 or later.

**Chairman:** Chair Herb Jones commended the Strategic Planning Committee for their excellent work. The committee members are Mr. Warren Hudson, Ms. Linda Long and Dr. Tom McElheny.

**Old Business:** N/A

**New Business:** SMA-COL Bowman provided the salary increase proposal in the read-ahead report. SMA-MAJ Steve Kok reviewed the proposal. SMA-COL Bowman asked for board approval on the proposal. Mr. Warren Hudson motioned to approve the salary increase proposal; COL Knisely seconded the motion and the board unanimously approved.

**Public Comments:** A faculty member submitted a question ahead of time regarding requesting a leave of absence. SMA-COL Bowman stated she already scheduled a meeting with the faculty meeting for the following day.

The chairman adjourned the meeting at 4:11 pm.

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Mr. Herb Jones, Chairman

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Date

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COL Ben Knisely, Secretary

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Date

DRAFT

## Executive Director of Schools Report

September, 2020

### **Enrollment:**

- Prep:
  - 6<sup>th</sup> Grade 202
  - 7<sup>th</sup> Grade 210
  - 8<sup>th</sup> Grade 204
  - Total: 616
  - Remote Learners: 33%
- HS:
  - 9<sup>th</sup> Grade 184
  - 10<sup>th</sup> Grade 195
  - 11<sup>th</sup> Grade 174
  - 12<sup>th</sup> Grade 155
  - Total: 708
  - Remote Learners: 31%
- Total Academy: 1324
- Anticipated Total: 1335 (-11)
- Bus: Average 30 on Each Bus

### **HR:**

- Year Long Personal Leave for Instructor: Hired Full Time Employee
- 30 Day Leave Using Paid Time Off: Replaced with Short Term Substitute
- FMLA (Up to 12 Weeks): Replaced with Long Term Substitute
- Resignation for Employment with Sarasota High: Hired Full Time Employee
- Due to loss of responsibilities due to COVID-19, two employees were laid off with reorganization of duties.

### **Communication:**

- The administrative teams and staff are to be GREATLY commended for a job well done organizing and planning for the first day of school. Especially in midst of COVID-19 and a full moon!
- The Prep team reacted in an efficient manner and was flawless in their response to the positive case of COVID-19. Their professionalism and calm demeanor was evident.
- Next Remote Board Meeting: 13 October, 2020 2:30 pm

# District Enrollment Counts by Grade and Remote Learners

## Sarasota County Schools

Grade Level	Remote	Total
06	Remote	48
06	Traditional	154
07	Remote	80
07	Traditional	130
08	Remote	76
08	Traditional	128
09	Remote	50
09	Traditional	134
10	Remote	67
10	Traditional	128
11	Remote	47
11	Traditional	127
12	Remote	54
12	Traditional	101
Total	Remote	422
Total	Traditional	902
Total:	<b>All</b>	<b>1324</b>



## Read Ahead: Sept '20: Todd Brown

- Successfully launched Scout for staff
  - Working towards the extension to all parents/guardians
- Met with the President and Vice President of the Global Virus Network to help establish on site rapid diagnostic testing at SMA (up to 100 tests per day with a minimum of 90 minute and a maximum of 48-hour turnaround)
  - Genomic Sequencing will be run by the Sabeti Lab
- SMA appearances in
  - Cell (Considered in the top five most impactful science journals in the world)
  - Science Beat
  - Education Reimagined (Voyager)
  - Overheard at National Geographic Podcast (confirmed, awaiting recording date)
- Awaiting Grant Decision from:
  - NIH
  - CDC
    - SMA: Mitigation Strategy Evaluation
- Created Partnership with Crash Course
  - First video to be released in October/November
  - Series of 15 videos released in the spring of 2021
- Named as Finalist for International Breakout Program of 2020

Head of School Report  
September 8, 2020

**Enrollment**

Grade 6: 203  
Grade 7: 210  
Grade 8: 204  
Total: 617

**Campus Life/Events**

- 8/19-Teacher training
- 8/24-8/28-Chromebooks distributed to distance learners
- 8/25-6<sup>th</sup> grade orientation @ 6pm
- 8/26-7<sup>th</sup> + 8<sup>th</sup> grade orientation @ 6pm
- 8/28-Basic Training: 6<sup>th</sup> grade Cadet's orientation: On campus cadets
- 8/31-First day of classes
- 8/31-Administration message to cadet's period 1 via our morning news channel

**Cadet Highlights**

- Cadets of the Month: Program starts in September

**Faculty/Staff Highlights**

- 8/19-First day for teacher meetings
- 8/19-8/28-Variety of teacher trainings/review and workshops to prepare for on campus and distance learning

**Parent and Community Highlights:**

- Orientations for all grade levels
- We called several parents to assist their cadets with signing into our school email
- Voicemail messages were sent to parents alerting them of important dates, important information, and directing them to our website

**Security:**

- Threat assessment team to meet on August 28
- Safety team reviewed meeting dates for 20-21
- Review of all state mandates has occurred throughout the summer
- Two security drills were conducted with our staff on August 28th

**Attention Items:**

- 8 new staff members hired to the Prep
- Daily safety procedures were established and reviewed with our staff
- Several cadets had difficulty signing into google classroom but each cadet was called and the situation was resolved before the second day of school
- Teachers adjusting to on campus learners and distance learners concurrently
- Lunch: Cadets were given permission to eat lunch in the café and the gym bleachers. Seats were marked with tape to assist in social distancing. Six-foot lines were marked for the lunch line.
- COVID-19 situation and several Prep cadets quarantined for 14 days.

**SMA Prep PTCC**

The SMA Prep PTCC is currently working with administration to determine what the 2020-2021 calendar and events will look like. As of now, there will not be a Fall Dance nor will there be a Fall Book Fair. We are planning on still having the Der Dutchman Pie Voucher fundraiser as well as Wreaths Across America. Elections for the 2020-2021 school year have not yet been held. The prior year Board is currently assisting with ordering masks and spirit wear for the current school year. Once we get through the first few weeks of school, we plan to use digital media platforms to recruit new members willing to serve on the board for the current school year.

SMA Prep Faculty Representative: SMA-CPT Leslie Smith

## **SMAP ATHLETICS REPORT 9/1/2020**

*Due to Covid-19 the FSCL (MS private/charter athletic league) has decided to move some of the sports seasons in an attempt to limit direct contact among athletes. Listed below is a general timeline for each sport and club.*

### **2020-2021 Sports Schedules**

**Golf (Sep/ Oct) Quarter 1 (Tryouts Sept 2)**

**Girls/Boys Cross Country (Oct /Nov/Dec) Quarter 1, 2 (Tryouts Sept 30)**

**Girls/Boys Soccer Club (Sep) Open to all Wednesday's 4:30-5:30**

**Girls/ Boys Soccer (Oct/Nov/Dec) Quarter 2 (Tryouts TBD)**

**Co-Ed Flag Football (Jan/Feb/March) Quarter 3 (Tryouts TBD)**

**Co-Ed Lacrosse Club (Nov/Dec) Open to all Friday's 4:30-5:30**

**Co-Ed Lacrosse (Jan/Feb/March) Quarter 3 (Tryouts TBD)**

**Girls Volleyball (Jan/Feb/March) Quarter 3 (Tryouts TBD)**

**Girls Volleyball Club (Nov/Dec) Open to all Friday's 4:30-5:30**

**Girls/Boys Basketball Club (Feb) Open to all (Days TBD) 4:30-5:30**

**Girls/ Boys Basketball (March/April/May) Quarter 4 (Tryouts TBD)**

### ***Prep Golf:***

Pre Golf try outs will be held Wednesday, September 2<sup>nd</sup> at The Meadows Golf Course. The top 5 players will be selected from the field that participates. The first match is scheduled for September 29. Several schools have chosen to "opt out" of sports for the fall; therefore our normal 2 division league has been merged into one. This will make for a shortened season. Coach Leslie Smith will coach the SMA Prep Golf team for 2020.

### ***Running Club:***

Running Club will begin on September 2<sup>nd</sup> from 4:30-5:30 pm. They will meet on Monday and Wednesday's through the month. The final club meeting will serve as the try out date (9/30) for this year's Cross Country team. Jackie Trecartin will oversee the Running club and Cross Country team.

*\*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.*

Instructional Design and Curriculum Report  
Lisa Currie  
September 4, 2020

Remarkably, the 2020-21 school year has only recently begun yet by the end of the first week a new sense of normal took hold. All the planning and anticipation of what a combined distance learning and on-campus model would look like in action is now the reality of all stakeholders. While there are still some processes to further streamline and refine, for the most part, week one has been successful. The Prep's main focus beyond welcoming back our cadets and families, was making sure everyone understood and felt comfortable with the new normal both on campus and at home. Here are just a few takeaways from observations and conversations with parents, teachers and cadets.

- The 1st day of school required some extra guidance for just a few parents, teachers, and cadets on connecting to Google Meet where attendance and engagement with distance learners occurs for each individual class throughout each school day.
- Aspects of the new process that may have caused frustration at the start of the day turned into positive problem solving and effective communication between home and school.
- Many teachers were surprised how concurrent learning with virtual and in person cadets was more manageable than originally anticipated.
- While Prep teachers will continue to find their footing, they have remained positive and open to trying new ways of engaging all learners regardless of their location.

Being a G-Suite for Education school, and having our own custom SMA Clever portal (single sign on- access instantly) continue to be invaluable to achieving learning outcomes where cadets begin to take ownership of their learning which is critical as transitions from school to home can happen at any time. We continue to move forward with work arounds and use of stationary devices on campus through the creativity and adaptability of our educators.

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

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



Date: 04 September 2020

Re.: Board Report for Regular Sarasota Military Academy Board Meeting on  
Tuesday, 08 September 2020 (V)

High School Enrollment 2020/2021 (as of 09/01/2020):

- Freshmen - 187 51R
- Sophomores - 198 62R
- Juniors - 176 40R
- Seniors - 158 55R
- Total: - 719 208R (29%)

Accomplishments:

- Met with Academy Leadership Team weekly for
  - Planning and updates
  - Finances and human resources
    - Course distribution and utilization
    - Scheduling and remote learner redistribution
  - Health and wellness (COVID-19)
  - Social-Emotional Wellness of Cadets, Faculty and Staff
- Met with Instructional Leadership Team to discuss and collect feedback for
  - Educational Model for deliver to both “brick and mortar” and distance learning Cadets, and to be prepared for full distance learning
  - Covid-19 protocols for daily operations
- Prepared reports and documents, meeting the requirements for updated
  - Florida Safe Schools
- Daily meetings with Administrative Team
- Developed and delivered Coffee with the Colonel and instructional content and presentations each week delivered to Parents, Cadets, Staff and Faculty; to include presentations with Commandant, Assistant Heads of School and Regimental Leadership
- Multiple meetings with individual Teachers, Parents, and Cadets regarding issues related to cadet success at SMA, concerns about both in-person and online learning, safety procedures to ensure a healthy SMA community, course progressions and planning
- Charter School Principals Meetings

- Met with Sarasota County School District personnel for beginning of year checklist
- Finalizing Remote and In-Person Learner Rosters - Sept. 8, 2020 through end of 1st Quarter
- Met with Commandant and new Cadet Regimental Leaders, to include
  - C/COL Montserrat Vazquez-Rosas, Regimental Commander
  - C/LTC David Casas, Regimental Executive Officer
  - C/CSM Mujahid (Jay) Rosa, Regimental Command Sergeant Major

#### On-Going Projects:

- Contact Tracing - SCOUT/Sentinel user promotion among Staff and Faculty; upcoming roll-out to Cadets and Families
- Classroom walkthroughs to reinforce expectations for in-person and e-learning modalities, Covid-19 safety protocols, the mask mandate and Military Bearing and how that applies in the Covid-19 world
- Continued development of Academic Pathways, promotional materials and resources, and training for Staff, Faculty and Administration and development of promotional materials and website - Now Live on Website - plans to include:
  - Printable pamphlets/flyers for all pathways, sub-pathways, and courses
  - Video presentations to "sell" pathways, sub-pathways, and courses
- Schedule adjustments for next semester
- Planning for
  - Professional development to support teachers

#### Upcoming Events:

- Sept. 7th - LABOR DAY - NO SCHOOL
- Sept. 7th - Volleyball, Cross Country and Golf seasons begin
- Sept. 8th
  - Boys Golf @ Booker, 4pm
  - Girls Golf @ ODA, 4pm
  - Volleyball v. Parrish, 7pm
- Sept. 10th
  - Girls Golf v. SHS, 3:30pm
  - Volleyball @ Booker, 6pm
- Sept. 12th - Cross Country @ North Port, 9am
- Sept. 14th - Volleyball @ Community Christian, 7pm
- Sept. 15th
  - Boys Golf v. LWRHS, 3:30pm
  - Girls Golf @ Southeastern, 3:30pm
  - PTCC Meeting, 6pm (V)
- Sept. 16th - Volleyball v. Heat (SENIOR NIGHT), 7pm
- Sept. 17th
  - Boys Golf v. Booker, 3:30pm
  - Volleyball v. Southeastern, 7pm

- Sept. 19th - Cross Country @ Palmetto, 7:30am
- Sept. 22nd
  - Girls Golf @ Palmetto, 3:30pm
  - Volleyball @ Bayshore, 7pm
- Sept. 23rd - Early Release for Faculty Professional Development
- Sept. 24th
  - Boys Golf @ Palmetto, 3:30pm
  - Volleyball v. Booker, 7pm
- Sept. 28th - Volleyball @ Southeast, 7pm
- Sept. 29th
  - Girls Golf @ Southeastern, 3:30pm
  - Volleyball @ Heat, 6pm
- Oct. 1st
  - Girls Golf v. ODA, 3:30pm
  - Volleyball v. Bayshore, 7pm
- Oct. 3rd - Cross Country @ Bradenton Runners Invitational, 7:30am
- Oct. 6th
  - Boys Golf v. NP/SHS, 3:30pm
  - Girls Golf @ Parrish, 3:30pm
- Oct. 8th
  - Boys Golf v. Palmetto, 4pm
  - Volleyball @ Parrish, 7pm
- Oct. 10th - Last Official Day of Golf and Volleyball Seasons
- Oct. 13th - Board Meeting, 2:30pm (V)
- Oct. 13th - PTCC Meeting, 6pm (V)
- Oct. 14th - PSAT, SAT Site Based, College and Career Readiness Fair





BOARD MEETING  
8/8/20



[www.sarasotamilitaryacademy.org/athletics](http://www.sarasotamilitaryacademy.org/athletics)

**CURRENT:**

Cross Country, Volleyball & Golf are in full swing. All three sports actually will be in action of the time of your board meeting! We are honestly just hoping to get through as many games as possible healthy & safe!

XC – Coach Joe Fabian (boys' soccer coach) has stepped up to coach XC this year & I believe it's an amazing fit!

***A HUGE THANK YOU to COL. Knisely & Hugh Bishop for allowing Athletics to transfer the funds they donated for new basketball uniforms to be used for our Cross Country team instead!***

Golf (boys) – Brain Cornelius is new to us and has coached golf for many years at the HS level. He has stepped up and accepted a lot a responsibility already!

Girls Golf (Coach Crystal Romeo) and Volleyball (Coach Lauren Wilson) are still doing amazing! Carmen Diaz (staff) has jumped into to assist with Volleyball!

**WINTER SPORTS:**

We are hoping all goes well & COVID plays nice so we can continue with school & sports! We do have a new Girls Head Coach – Edgar Gomez! Coach Gomez is highly knowledgeable in the world of soccer and both of his children graduated & played soccer from SMA!

**Soaring Eagles Golf Challenge:**

Postponed until April 2021 – Stay Tuned!!!

# SARASOTA MILITARY ACADEMY

Commandant

801 North Orange Avenue

Sarasota, Florida 34236

08 September 2020

MEMORANDUM FOR GOVERNING BOARD, SARASOTA MILITARY ACADEMY

THROUGH EXECUTIVE DIRECTOR OF SCHOOLS

SUBJECT: Significant Activities Report

## Significant activities past thirty days:

- JROTC Instructors implement Cadet Command's "Distance Learning" curriculum. Prep School "Military Studies" Instructors finalize and prepare to implement their curriculum.
- Military Studies at Prep is now on "A" Day and "B" Day schedule insuring that all Cadets are enrolled in Military Studies classes all year.
- JROTC Cadet "Leadership/Freshman Boot Camp" 17-21 August.
- JROTC implementation of uniform issue.
- Formations established on both campuses following COVID distancing guidelines.
- Prep school Regiment reorganized along military model (mirroring the High School).
- Procurement of "End of Year" funds to include \$15,000 for Rifle Team, \$5,000 for JROTC Robotics Team, \$1,500 for JROTC Raider Team, \$1,500 for classroom COVID Protective Measures and \$1,500 for JROTC area improvement.
- Prepare for the issue of the Army "OCP" (camouflage) uniform.
- Commandant "Colonel's Challenge" implemented.
- High School and Prep held first formation 02 September.

## Significant activities next thirty days:

- Continue to implement JROTC team competition guidelines established by Cadet Command.
- Issue of Army OCP uniform.
- Military Ball tentatively set for 14 November at the "Grove" in Lakewood Ranch (same venue as last year).
- Color Guard in support of the BMX, 11 September @ BMX Track (Tuttle and 12<sup>th</sup> Street).
- September 11 ceremony at High School during formation.
- County rifle competition (postal), 26 September @ Riverview High School.

- County rifle competition (postal), 10 October @ Sarasota High School.
- Possible Raider local competitions (TBA).

*"One School, Two Campuses"!*

Respectfully,

***Ben Weiss***

Ben Weiss

Lieutenant Colonel (Retired), Special Forces

Commandant

**Sarasota Military Academy**  
**Balance Sheet- By Campus**  
As of July 31, 2020

	HS	Prep	Total
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Bank Accounts</b>			
1110 Cash and cash equivalents			
1109 Petty Cash	400	400	800
1111 WF Operating Account	170,993		170,993
1113 SMA PTCC Account	14,574		14,574
1117 WF Credit Card Machine	6,083		6,083
1118 WF Business Market Savings	1,893,136		1,893,136
1119 SMA Prep Checking		140,659	140,659
1120 Athletics Account	57,368		57,368
1121 Prep PTCC Account		26,988	26,988
1123 Prep CC Machine		10,680	10,680
1124 SMA Wreaths	34,271		34,271
<b>Total 1110 Cash and cash equivalents</b>	<b>\$ 2,176,825</b>	<b>\$ 178,726</b>	<b>\$ 2,355,552</b>
8-1111 Sport Team Bank Accounts	67,427		67,427
<b>Total Bank Accounts</b>	<b>\$ 2,244,252</b>	<b>\$ 178,726</b>	<b>\$ 2,422,978</b>
<b>Other Current Assets</b>			
1220 Due from Other Governments			
1221 A/R ROTC	18,199		18,199
1222 A/R Due from District	58,628	25,850	84,478
<b>Total 1220 Due from Other Governments</b>	<b>\$ 76,827</b>	<b>\$ 25,850</b>	<b>\$ 102,677</b>
<b>Total Other Current Assets</b>	<b>\$ 76,827</b>	<b>\$ 25,850</b>	<b>\$ 102,677</b>
<b>Total Current Assets</b>	<b>\$ 2,321,080</b>	<b>\$ 204,576</b>	<b>\$ 2,525,656</b>
<b>Fixed Assets</b>			
<b>1300 Fixed Assets</b>			
1310 Land	973,750	7,424,550	8,398,300
1320 Land Improvements	73,227	42,750	115,978
1330 Building & Improvements	11,656,758	2,017,648	13,674,406
1340 Furniture, Fixtures & Equipment	1,647,855	401,926	2,049,781
1350 Motor Vehicles	535,364	232,835	768,199
1370 Capital Lease Equipment	53,300		53,300
<b>1380 Audio-visual Material &amp; Softwar</b>			
1381 Audio-visual Materials	1,504		1,504
1382 Computer Software	0	97,334	97,334
<b>Total 1380 Audio-visual Material &amp; Softwar</b>	<b>\$ 1,504</b>	<b>\$ 97,334</b>	<b>\$ 98,838</b>
1390 Computer Equipment	143,309	503,100	646,409
<b>Total 1300 Fixed Assets</b>	<b>\$ 15,085,068</b>	<b>\$ 10,720,143</b>	<b>\$ 25,805,210</b>
<b>1550 Accumulated Depreciation</b>			
1329 AD- Land Improvements	(47,302)	(18,973)	(66,275)
1339 AD- Buildings & Improvements	(3,224,498)	(284,599)	(3,509,097)

1349 AD- Furniture, Fixtures & Equip	(1,431,902)	(279,444)	(1,711,345)
1359 AD- Motor Vehicles	(360,625)	(124,743)	(485,367)
1379 AD- Capital Lease Property	(53,300)		(53,300)
1388 AD- Audio-visual Materials	(25)		(25)
1389 AD- Computer Software	(68,386)	(459,790)	(528,176)
1399 AD - Audio Visual	(677)		(677)
<b>Total 1550 Accumulated Depreciation</b>	<b>\$ (5,186,714)</b>	<b>\$ (1,167,549)</b>	<b>\$ (6,354,263)</b>
<b>Total Fixed Assets</b>	<b>\$ 9,898,354</b>	<b>\$ 9,552,594</b>	<b>\$ 19,450,948</b>
<b>Other Assets</b>			
1625 Due From SMA Prep - Long-term	2,358,296	(2,358,296)	0
1626 Due from Foundation	142,135		142,135
<b>Total Other Assets</b>	<b>\$ 2,500,431</b>	<b>\$ (2,358,296)</b>	<b>\$ 142,135</b>
<b>TOTAL ASSETS</b>	<b>\$ 14,719,864</b>	<b>\$ 7,398,874</b>	<b>\$ 22,118,738</b>
<b>LIABILITIES AND EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2120 Accounts Payable	19,108	16,952	36,059
<b>Total Accounts Payable</b>	<b>\$ 19,108</b>	<b>\$ 16,952</b>	<b>\$ 36,059</b>
<b>Credit Cards</b>			
2150 Wells Fargo Visa CC			
2152 Stephen Kok	51,952		51,952
2155 Kevin Nasby	759		759
2156 Christina Bowman	181		181
2164 Donna Hoefer HS	4		4
<b>Total 2150 Wells Fargo Visa CC</b>	<b>\$ 52,896</b>	<b>\$ -</b>	<b>\$ 52,896</b>
2180 Wells Fargo SMA Prep Visa CC			
2183 Stephen Kok		28,891	28,891
2184 Matthew Freddes		251	251
2185 Rebecca Morris		488	488
2186 Betty Bultemeier		1,577	1,577
<b>Total 2180 Wells Fargo SMA Prep Visa CC</b>	<b>\$ -</b>	<b>\$ 31,208</b>	<b>\$ 31,208</b>
<b>Total Credit Cards</b>	<b>\$ 52,896</b>	<b>\$ 31,208</b>	<b>\$ 84,104</b>
<b>Other Current Liabilities</b>			
2110 Accrued Payroll			
2112 Accrued Payroll	227,860	192,571	420,432
<b>Total 2110 Accrued Payroll</b>	<b>\$ 227,860</b>	<b>\$ 192,571</b>	<b>\$ 420,432</b>
2170 Accrued Payroll Liabilities	12,541	10,278	22,818
2200 Other Current Liabilities			
2230 Current Portion of LTD	895,038	384,829	1,279,867
<b>Total 2200 Other Current Liabilities</b>	<b>\$ 895,038</b>	<b>\$ 384,829</b>	<b>\$ 1,279,867</b>
8-2290 Funds Held on Behalf of Others	67,427		67,427
<b>Total Other Current Liabilities</b>	<b>\$ 1,202,866</b>	<b>\$ 587,678</b>	<b>\$ 1,790,544</b>
<b>Total Current Liabilities</b>	<b>\$ 1,274,869</b>	<b>\$ 635,838</b>	<b>\$ 1,910,707</b>
<b>Long-Term Liabilities</b>			
2320 Bonds Payable			
2323 Educational Bond - 2012	4,302,000		4,302,000

2326 Prep Bond Payable - \$7.5M		5,965,270	5,965,270
2327 Prep Bond Payable - \$1M		805,085	805,085
<b>Total 2320 Bonds Payable</b>	<b>\$ 4,302,000</b>	<b>\$ 6,770,355</b>	<b>\$ 11,072,355</b>
2330 Accrued Vacation	18,307		18,307
2340 SBA Loan	1,166,054		1,166,054
2380 Interest Rate Swap	725,679		725,679
<b>Total Long-Term Liabilities</b>	<b>\$ 6,212,040</b>	<b>\$ 6,770,355</b>	<b>\$ 12,982,395</b>
<b>Total Liabilities</b>	<b>\$ 7,486,910</b>	<b>\$ 7,406,193</b>	<b>\$ 14,893,102</b>
<b>Equity</b>			
3010 Invested In Capital Assets, Net	2,805,092	2,354,626	5,159,718
3020 Temporarily Restricted Net Asse	62,234	17,552	79,786
3030 Unrestricted Net Assets	4,372,134	(2,393,599)	1,978,535
Net Income	(6,506)	14,104	7,598
<b>Total Equity</b>	<b>\$ 7,232,954</b>	<b>\$ (7,318)</b>	<b>\$ 7,225,636</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 14,719,864</b>	<b>\$ 7,398,874</b>	<b>\$ 22,118,738</b>

Monday, Aug 31, 2020 07:07:59 AM GMT-7 - Accrual Basis

**Sarasota Military Academy**  
**Profit and Loss - Monthly and YTD - By Campus**  
 July 2020

	HS	Prep	Total
<b>Income</b>			
3100 Federal Direct	18,199		18,199
3300 Revenue from State Sources	386,892	341,213	728,105
3400 Revenue from Local Sources	164,709	127,489	292,198
<b>Total Income</b>	<b>\$ 569,801</b>	<b>\$ 468,702</b>	<b>\$ 1,038,503</b>
<b>Gross Profit</b>	<b>\$ 569,801</b>	<b>\$ 468,702</b>	<b>\$ 1,038,503</b>
<b>Expenses</b>			
4100 Salaries	329,782	240,901	570,683
4200 Employee Benefits	62,709	47,843	110,552
4300 Purchased Services	85,324	77,019	162,343
4400 Energy Services	7,345	4,969	12,313
4500 Materials & Supplies	17,461	8,059	25,520
4600 Capital Outlay	26,857	43,227	70,084
4700 Other Expenses	46,829	32,581	79,410
<b>Total Expenses</b>	<b>\$ 576,307</b>	<b>\$ 454,598</b>	<b>\$ 1,030,905</b>
<b>Net Operating Income</b>	<b>\$ (6,506)</b>	<b>\$ 14,104</b>	<b>\$ 7,598</b>
<b>Net Income</b>	<b>\$ (6,506)</b>	<b>\$ 14,104</b>	<b>\$ 7,598</b>

Monday, Aug 31, 2020 07:09:24 AM GMT-7 - Accrual Basis

**Cash Statement of Operations- Monthly (PE 07-31-20) and YTD (Same)**

July	Total July	Operating July	Capital July
3191 · ROTC	18,199	18,199	0
3226 · Title II \$	0	0	0
3227 · Title IV \$	0	0	0
3230 · IDEA Revenue		0	0
3310 · Florida Ed. Fin. Program (FTE)	529,926	529,926	0
3320 · Proration to Appropriation		0	0
3330 · State Categorical Instructional	8,554	8,554	0
3344 · Discretionary Lottery		0	0
3361 · School Recognition Funds		0	0
3368 · Safe Schools Allocation	6,854	6,854	0
3373 · Reading Programs	4,558	4,558	0
3374 · Supplemental Academic Inst	22,647	22,647	0
3376 · Digital Classroom Allocation	278	278	0
3396 · Classroom for Kids	100,288	100,288	0
3397 · Charter School Capital Outlay	55,000		55,000
3411 · District Schools Taxes	255,292	255,292	0
3413 · District 1.5 Millage	29,478		29,478
3430 · Interest Inc. (Invest. & Accts)	18	18	0
3440 · Gifts, Grants & Bequests	163	163	0
3455 · Vending Revenue	63	63	0
3490 · Misc Local Sources	7,185	7,185	0
3741 · Insurance Loss Recovery			0
<b>Total Income</b>	<b>1,038,503</b>	<b>954,025</b>	<b>84,478</b>
4100 · Salaries (plus stipends)	511,497	511,497	0
4110 · Admin Salaries	59,185	59,185	0
4140 · Adjunct Faculty & Subs		0	0
4210 · Retirement Benefits	6,201	6,201	0
4220 · SS & Medicare	42,421	42,421	0
4230 · Employee Insurance	53,046	53,046	0
4240 · Worker's Compensation	2,517	2,517	0
4250 · Unemployment Compensation	0	0	0
4291 · Employee Medical Reimburse.	5,647	5,647	0
4292 · Employee Training & Seminars	720	720	0
4293 · Other Employee Benefits	0	0	0
4310 · Professional & Technical Serv.	41,864	41,864	0
4320 · Insurance	56,326	56,326	0
4330 · Travel	0	0	0
4350 · Repairs & Maintenance	7,507	7,507	0
4360 · Lease Costs	35,169	35,169	0
4370 · Comm. (Postage, Phone)	10,651	10,651	0
4380 · Water & Sewer	2,087	2,087	0
4390 · Other Purchased Services	8,739	8,739	0
4392 · Dual Enrollment Fees	0	0	0
4430 · Electricity	12,258	12,258	0
4450 · Fuel (Gasoline)	38	38	0
4460 · Fuel (Diesel)	18	18	0
4510 · Supplies - Classroom	4,307	4,307	0
4520 · Textbooks	7,994	7,994	0
4521 · Textbooks - Dual Enrollment	0	0	0
4530 · Periodicals	810	810	0
4570 · Food	159	159	0
4590 · Other Materials & Supplies	12,250	12,250	0
4610 · Library Books	0	0	0
4622 · Non Capitalized A/V Materials	480	480	0
4642 · Non Capitalized FFE	163	163	0
4644 · Non Capitalized PC (Hardware)	44,218	44,218	0
4651 · Buses (Trip Charges)	0	0	0
4692 · Non Capitalized Software	25,224	25,224	0
4720 · Interest	23,920	23,920	0
4730 · Taxes, Dues & Fees	1,796	1,796	0
4740 · Legal Fees/Settlements		0	0
4760 · Sports & Recreation	164	164	0
4765 · Donations to Foundation		0	0
Capital Purchases	0		0
4780 · Depreciation Expenses		0	0
Debt Service	53,529		53,529
4810 · Loss on Disposition of Assets		0	0
4890 · Amortization of bond Discount		0	0
4790 · Misc Expenses		0	0
<b>Total Expenses</b>	<b>1,030,905</b>	<b>977,376</b>	<b>53,529</b>
	<b>7,598</b>	<b>-23,351</b>	<b>30,949</b>



	Through June 30, 2020 YTD	Through June 30, 2021 Without PPP Loan	Through June 30, 2021 With PPP Loan
3191 · ROTC	284,538	290,191	290,191
3226 · Title II \$	2,800	32,114	32,114
3227 · Title IV \$	23,474	16,814	16,814
3230 · IDEA Revenue	63,086	63,562	63,562
3299 · PPP Loan			1,893,092
3310 · Florida Ed. Fin. Program (FTE)	6,099,833	6,444,331	6,444,331
3320 · Proration to Appropriation	0	0	0
3330 · State Categorical Instructional	103,615	104,397	104,397
3344 · Discretionary Lottery	0	0	0
3361 · School Recognition Funds	122,083	0	0
3368 · Safe Schools Allocation	83,111	83,738	83,738
3373 · Reading Programs	55,823	56,244	56,244
3374 · Supplemental Academic Inst	270,825	272,869	272,869
3376 · Digital Classroom Allocation	8,489	8,553	8,553
3396 · Classroom for Kids	1,200,698	1,209,760	1,209,760
3397 · Charter School Capital Outlay	669,792	674,847	674,847
3411 · District Schools Taxes	2,971,152	2,993,576	2,993,576
3413 · District 1.5 Millage	331,984	333,750	333,750
3430 · Interest Inc. (Invest. & Accts)	337	338	338
3440 · Gifts, Grants & Bequests	136,769	136,269	136,269
3455 · Vending Revenue	1,592	1,592	1,592
3490 · Misc Local Sources	524,868	733,801	733,801
3741 · Insurance Loss Recovery	13,163		
<b>Total Income</b>	<b>12,968,032</b>	<b>13,456,747</b>	<b>15,349,839</b>
4100 · Salaries (plus stipends)	6,478,955	6,554,748	6,554,748
4110 · Admin Salaries	710,683	733,784	733,784
4140 · Adjunct Faculty & Subs	189,608	260,000	260,000
4210 · Retirement Benefits	629,945	728,853	728,853
4220 · SS & Medicare	559,494	577,463	577,463
4230 · Employee Insurance	607,960	683,445	683,445
4240 · Worker's Compensation	44,792	44,592	44,592
4250 · Unemployment Compensation	2,164	3,459	3,459
4291 · Employee Medical Reimburse.	72,319	69,319	69,319
4292 · Employee Training & Seminars	16,030	8,210	8,210
4293 · Other Employee Benefits	118,352	64,360	64,360
4310 · Professional & Technical Serv.	668,712	770,228	770,228
4320 · Insurance	218,144	258,985	258,985
4330 · Travel	8,240	3,240	3,240
4350 · Repairs & Maintenance	81,180	99,760	99,760
4360 · Lease Costs	231,601	230,101	230,101
4370 · Comm. (Postage, Phone)	91,913	93,832	93,832
4380 · Water & Sewer	45,510	53,102	53,102
4390 · Other Purchased Services	102,186	102,186	102,186
4392 · Dual Enrollment Fees	64,627	92,725	92,725
4430 · Electricity	158,764	193,514	193,514
4450 · Fuel (Gasoline)	2,163	2,446	2,446
4460 · Fuel (Diesel)	44,724	59,510	59,510
4510 · Supplies - Classroom	126,451	131,575	131,575
4520 · Textbooks	23,920	28,454	28,454
4521 · Textbooks - Dual Enrollment	10,597	17,261	17,261
4530 · Periodicals	4,750	1,967	1,967
4570 · Food	25,531	19,076	19,076
4590 · Other Materials & Supplies	91,002	130,742	130,742
4610 · Library Books	2,223	3,111	3,111
4622 · Non Capitalized A/V Materials	2,599	4,812	4,812
4642 · Non Capitalized FFE	17,554	17,554	17,554
4644 · Non Capitalized PC (Hardware)	47,111	147,111	147,111
4651 · Buses (Trip Charges)	21,070	20,752	20,752
4692 · Non Capitalized Software	98,996	104,196	104,196
4720 · Interest	426,928	424,928	424,928
4730 · Taxes, Dues & Fees	93,757	93,757	93,757
4740 · Legal Fees/Settlements	0		
4760 · Sports & Recreation	157,769	193,893	193,893
4765 · Donations to Foundation	9,000	0	0
Capital Purchases			
4780 · Depreciation Expenses	639,756	643,884	643,884
Debt Service			
4810 · Loss on Disposition of Assets			
4890 · Amortization of bond Discount			
4790 · Misc Expenses			
<b>Total Expenses</b>	<b>12,947,080</b>	<b>13,670,935</b>	<b>13,670,935</b>
<b>Total Income</b>	<b>20,952</b>	<b>-214,188</b>	<b>1,678,904</b>

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## 1. CIVILIAN EMPLOYMENT

SARASOTA PLASTIC SURGERY CENTER  
RN Peri-operative Services, IV Conscious Sedation

Jun 2000-Jul 2016

DOCTORS' HOSPITAL SARASOTA  
RN Post Anesthesia Recovery Unit, Pre-Op Holding

Feb 1993-Jan 2014

HEALTH SOUTH SURGERY CENTER  
Peri-operative Services, IV Conscious Sedation

1987-1993

SARASOTA MEMORIAL HOSPITAL  
RN Charge Relief, Open Heart Intensive Care  
GN-RN Charge Relief, Medical-Surgical Intensive Care  
LPN/Student RN Emergency Department  
LPN Cardiac Acute Care, Cardiac Intensive Care

1986-1987

1982-1986

1980-1982

1975-1980

## 2. MILITARY HISTORY

482d MEDICAL SQUADRON  
HOMESTEAD AIR RESERVE BASE, FL  
Interim Squadron Commander, Deputy Squadron Commander,  
Self Aid/Buddy Care (Combat First Aid) Instructor and Base Advisor  
Self Inspections Administrator  
Dental Services, Commander  
tions, Officer in Charge

2008-2016

Immuniza-

37th/610th/622d AEROMEDICAL EVACUATION SQUADRON  
MACDILL AIR FORCE BASE, FL  
Chief Health & Safety (CPR, Immunizations, Weight Management, Fitness,  
Infection Control, Flight Safety, Ground Safety)  
Chief Aircrew Training  
Chief Clinical & Professional Education,  
Chief Publications and Regulations Inspection Professional Records Monitor  
Rating: Senior Flight Nurse Instructor Flight Hours: 736.3  
Aircraft: C130H, WC130E, HC130N, C130E, C141, C9A, C17A, KC135, WC130H

1990-2013

SPECIAL OPERATIONS COMMAND CENTRAL COMMAND (SOCCENT)  
MACDILL AIR FORCE BASE, FL

Individual Mobilization Augmentee (IMA) for SOCCENT.

Project Manager, responsible for requesting and obtaining \$17,000,000 from Congress, to build SOCCENT headquarters in the African area of operation (AOR)

### 3.FORMAL EDUCATION

<u>Eckerd College</u> with Distinction	<u>Bachelor of Arts Degree</u> Business Management	Aug 1999
<u>State College of Florida</u> cum laude Registered Nurse Licensure	<u>Registered Nurse Program</u> Associate Science Degree Phi Theta Kappa	15 Jun 82
<u>Sarasota Technical School</u> Paramedic License	<u>EMT/Paramedic Program</u>	May 1983
<u>Sarasota Technical School</u> Practical Nurse Licensure	<u>Practical Nurse Program</u>	Sep 1975

### 4.SIGNIFICANT MILITARY TRAINING

<u>Air University, Maxwell AFB, AL</u> by correspondence Graduate Degree Category: Managerial Communications National Security Studies & Military Strategy Leadership & Managerial Human Relationships	<u>Air Command and Staff College</u>	04 Sep 2001
<u>Air University, Maxwell AFB, AL</u> in residence Distinguished Graduate Recognition Graduate Degree Category: Leadership & Managerial Human Relationships Upper Division Baccalaureate Degree Category: Managerial Communications National Security Studies & Military Strategy	<u>Squadron Officer School</u>	09 Aug 1997
<u>USAF School of Aerospace Medicine, Brooks AFB, TX</u> Battlefield Nursing Course		13 Aug 93
<u>USAF School of Aerospace Medicine, Brooks AFB, TX</u> Military Flight Nurse Course Awarded Basic Flight Nurse Badge		
<u>Sheppard AFB, TX</u> Military Indoctrination for Medical Services Officers (MIMSO)		14 Dec 90

## **5. OTHER SIGNIFICANT TRAINING**

Advanced Cardiac Life Support Certification (ACLS)	1982-2017
Pediatric Advanced Life Support Certification (PALS)	1982-2017
Cardiopulmonary Resuscitation (CPR)	1982-2017
CPR Instructor's Course	May 1993
Certification Intra-aortic Balloon Pump Certification	June 1987
Critical Care Nursing Course	July 1982
Cardiac EKG Monitoring	Apr 1975

## **6. SIGNIFICANT MILITARY DEPLOYMENTS**

### Operation Southern Watch and Operation Enduring Freedom

US Central Command (CENTCOM)	04 Oct 2001-05 Apr 2002
Kandahar Air Base, Afghanistan	
43rd Expeditionary Aeromedical Evacuation Squadron (EAES)	
Mobile Aeromedical Evacuation Staging Facility (MASF)	
Assistant Officer in Charge /Medical Crew Director/Designated Flight Nurse	

### Operation Noble Eagle

05 Apr 2002 -05 Aug 2002

US Central Command (CENTCOM)  
MacDill AFB, Florida, USA  
6th Medical Group Surgical Services  
Operating Room Circulator/Recovery

### Operation Joint Forge

26 Feb - 11 Mar 2000

North Atlantic Treaty Organization( NATO)  
Tuzla Air Base, Bosnia-Herzegovina  
401 Expeditionary Air Base Group (EABG)  
Flight Clinical Coordinator (FCC), Aeromedical Evacuation Liaison Officer (AEO)  
Aeromedical Evacuation Liaison Team (AELT)

### Operation Desert Shield/Storm

26 Dec 1990-30 Apr 91

US Central Command (CENTCOM)  
Landing Zone 55, Kabrit, Saudi Arabia  
Mobile Aeromedical Evacuation Staging Facility (MASF)  
Flight Nurse

## **7. PROMOTIONS/ADVANCEMENT**

Promoted to Lieutenant Colonel	01 Oct 11
Promotion to Major	08 Nov 99
Awarded Aeronautical Badge Senior Flight Nurse	30 Jul 97
Awarded Aeronautical Badge Flight Nurse Instructor	1995
Promotion to Captain	08 Nov 92
Awarded Aeronautical Badge Basic Flight Nurse	27 Sep 91
Direct Commission 1st Lieutenant	30 Jul 90

## **8. AWARDS/DECORATIONS**

Meritorious Service Medal  
Air Force Commendation Medal  
Air Force Outstanding Unit w/ Valor, 2 devices  
National Defense Service Medal  
Southwest Asia Service Medal, 2 stars  
Afghanistan Campaign Medal  
Air Force Longevity Service Award, 2 devices  
Armed Forces Reserve Medal, "M" device  
Air Force Training Ribbon  
Kuwait Liberation Medal (Kingdom of Saudi Arabia)  
Kuwait Liberation Medal (Government of Kuwait)

## **9. OTHER**

Haiti Earthquake Relief Project Medishare	8-15 Mar 2010
University of Miami, Miller School of Medicine RN ICU, OR, Recovery, OB, Pediatrics	
Reserve Officers' Association (ROA) Chapter President 2 years	Life Member 1982
Veterans of Foreign Wars (VFW)	Life Member 1999
Citizens' Law Enforcement Academy/Police Athletic League Co-Chair, Sarasota Heart Association Heart Ball	2003