

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES (VIRTUAL)

13 OCTOBER, 2020

Board of Director Members' Attendance

Present:

Mr. Herb Jones, Chairman
Thomas J. McElheny, EdD, Vice Chairman
Ben Knisely, COL USA (Ret), Secretary
F. Steven Herb, Esquire
Mr. Warren P. Hudson
Ms. Linda Long
Mr. Pete Skokos
Ms. Tessa Suplee, Lt Col, AF (Ret)

SMA-LTC Rafael Robles, Executive Director, SMA Foundation Inc.

Absent: Mr. Kimball Bobbitt, Treasurer; Howard G. Crowell, Jr., LTG USA (Ret), Chairman, 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
SMA-COL Tom Vara, Head of School, Middle School Campus
LTC Ben Weiss, Commandant of Cadets
SMA-MAJ Steve Kok, Director of Finance
SMA-MAJ Dr. Todd Brown, Director of Community Outreach

Guests in Attendance: Eagle Regimental Commander c/COL Montserrat Vazquez-Rosa; SMA-MAJ Hellen Harvey, IB Coordinator and High School Faculty Representative

Location: Virtual

The chairman called the meeting to order at 2:30 pm.

Ben Knisely recommended staff to continue to create videos as he shares them with his military connections around the country.

SMA Prep Athletics Report: SMA-COL Vara stated that cross country is up and running and SMA-MAJ Leslie Smith is currently at a golf match.

Instructional Design & Curriculum: N/A

SMA Head of School Report: SMA-COL Fout provided a read-ahead report. He commended the staff and faculty for their hard work and discussed the value of our parents in recognizing our faculty with lunches provided on two separate days for all the staff. SMA-COL Fout stated that the percentage of e-learners is currently at 29% and transitioning students from e-learning on a case by case basis reaching out to families directly with students who may be in fear of failing.

SMA HS Athletics Report: SMA-COL Fout stated that we are hosting the volleyball championships at the Prep with golf almost finished and a few meets left for cross country.

IB Report: SMA-MAJ Hellen Harvey provided a read-ahead report. She stated that there are currently ten cadets in the program and is preparing the end of year banquet in May. SMA-MAJ Harvey mentioned that IB has taken a few assessments away due to COVID so a little less stress for our cadets.

SAI/Commandant's Report: LTC Ben Weiss provided a read-ahead report. He commended the military studies teachers and staff at the Prep for an outstanding change of command ceremony. LTC Weiss discussed the challenges with instructors instilling the JROTC values through the different modalities this year presents. He discussed the many ways the JROTC instructors have adapted to engage all students with online competitions where times are recorded as well as virtual Raiders competitions with other schools. LTC Weiss stated how grateful he is for the support of the administrative team that has gone over and beyond compared to other schools and is proud of the quality of our instructors within the military department.

LTC Weiss mentioned the postponement of the Military Ball to springtime and that the beret ceremony will be held on 16 October to signify the rite of passage for freshman to be welcomed into the Regiment.

Staff Representatives: SMA-COL Vara stated that SMA-MAJ Smith had no campus concerns to share from the Prep. SMA-MAJ Harvey provided a read-ahead report. She discussed how stressed the teachers are with teaching under different modalities as well as preparing students for state testing. SMA-MAJ Harvey mentioned her efforts in promoting the amazing things happening in the classrooms for all teachers. Chairman Herb Jones commended the staff and faculty and that the board is well aware of all the extra effort they are putting in and the challenges they are faced.

Treasurer's Report: SMA-MAJ Steve Kok provided a read-ahead report and balance sheets per campus. He discussed the current financials thru 31st August with a YTD Profit and Loss per campus. SMA-MAJ Kok explained monies received through grants and partial millage funds to be expected in December. Mr. Warren Hudson suggested to include a comparison of previous year's expenses in which SMA-MAJ

Kok agreed to include moving forward. SMA-MAJ Kok stated that data has been compiled to complete the PPP (Paycheck Protection Program) Loan Forgiveness Application once it is available to submit and that the monies will be moved to revenue once application has been approved/forgiven.

PTCC Report: The Prep PTCC provided a read-ahead report. The High School PTCC provided a read-ahead report.

Marketing Report: N/A

Committee Reports: Mr. Warren Hudson provided a read-ahead report for the Strategic Planning Committee that included himself along with Ms. Linda Long, Dr. Tom McElheny, SMA-COL Bowman and SMA-LTC Rafael Robles. He explained the purpose of the committee is to redefine who SMA is with a new vision and mission statement that will assist in organizing the strategic plan approach. Mr. Hudson explained how they broke it down into three teams with Ms. Long heading the Academic Curriculum team focusing on college preparation and citizenship; Dr. McElheny heading the Leadership and Character Development team; and himself managing the Resources team along with Mr. Kimball Bobbitt and SMA-MAJ Kok to assist in finding ways to fund the objectives.

Mr. Hudson discussed the importance of clarifying the product to assist in recruitment and retention of students as well as donors. He further stated the significance of every student and staff knowing and understanding the new mission of SMA.

Ms. Suplee motioned to approve the new mission and vision statements; COL Knisely seconded the motion and the board unanimously approved.

Foundation: SMA-LTC Robles provided a read-ahead report. He discussed the challenges of meeting potential donors face-to-face due to COVID and continues to cultivate relationships and partnerships thru phone calls and emails to generate in-kind donations. SMA-LTC Robles mentioned upcoming events such as Giving Tuesday set for 1st December and Wreaths Across America with a Virtual Wreath Laying Ceremony on 19th December. He stated that information will be provided for staff and families to share for donations.

SMA-LTC Robles discussed the current donations thus far including the Flanzer Match Trust Program where any donation between \$5 and \$500 will be matched as well as in-kind donations specifically with the PODS partnership providing transport and storage of uniforms from Fort Benning, Georgia. He mentioned currently cultivating two donor relationships in which one will turn into fruition next week benefitting both campuses. SMA-LTC Robles stated three press releases have gone out thus far on the PODS partnership, Project Human and the four new board member appointments. He also stated SMA is a silver sponsor for Virtual National Philanthropy Day on 10th November where one donor will be chosen to be honored at the event. He thanked new board member Ms. Tessa Suplee for creating an impromptu video to be used for our admissions webinar events promoting SMA.

Chairman: N/A

Old Business: COL Knisely stated that he had spoken with the Director of Toys for Tots and informed both heads of schools that new guidance for this year's collection will be provided soon.

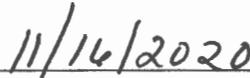
New Business: N/A

Public Comments: N/A

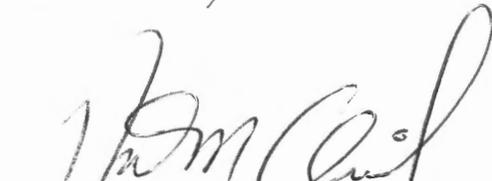
The chairman adjourned the meeting at 4:00 pm.



Mr. Herb Jones, Chairman



Date



COL Ben Knisely, Secretary



Date