

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES (VIRTUAL)

9 MARCH, 2021

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)

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

Absent: Mr. Kimball Bobbitt, Treasurer; SMA-LTC Lisa Currie, Assistant Head of School, Middle School Campus

SMA Administrative Staff in Attendance:

SMA-COL Christina Bowman, Chief Executive Officer
LTC Ben Weiss, Commandant of Cadets
SMA-MAJ Steve Kok, Director of Finance
SMA-MAJ Dr. Todd Brown, Director of Community Outreach
SMA-COL Frederick Fout, Head of School, High School Campus
SMA-COL Tom Vara, Head of School, Middle School Campus
MAJ Becky Morris, Assistant Head of School, Middle School Campus
SMA-MAJ Leslie Smith, Athletic Director, Middle School Campus

Guests in Attendance: SMA-CPT Hellen Harvey, High School Faculty Representative

Location: Virtual

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

Motion to Approve the 9 February, 2021 Minutes:

Mr. Warren Hudson motioned to approve the 9 February, 2021 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 stated the enrollment numbers for the 2021-22 school year are looking very positive. SMA-COL Bowman mentioned letters of intent for employees will be delivered prior to spring break and will post available positions internally before posting externally. She announced SMA-MAJ Charlie Carver as the new Athletic Director.

SMA-COL Bowman discussed successful meetings with the Strategic Planning Committee to be able to present to the board in June as well as continuing to work with the Administrative teams on both campuses. She stated several cadets volunteered for the Circus Arts Conservatory and Ms. Marcia Carlson Pack was again grateful for how SMA always steps up to help the circus.

Mr. Hudson inquired as to an estimate on next year's FTE in order to complete the proposed budget in which SMA-COL Bowman replied that the focus is on 1385 students and will have a better grasp on total at the next board meeting when second enrollment has ended. Mr. Hudson also inquired as to the positions that are needed for next year for budget purposes in which SMA-COL Bowman replied that some positions will not be filled and will provide that information.

Community Outreach Director Report: SMA-MAJ Dr. Todd Brown provided a read-ahead report. He stated awaiting on the status of the Department of Defense grant. SMA-MAJ Brown mentioned speaking with the Senior Vice President, Ms. Susanne Thompson, from Discovery Education on developing a partnership with SMA.

Technology and Data Impact Report: N/A

SMA Prep Head of School Report: SMA-COL Vara provided a read-ahead report. He mentioned the successful change of command ceremony as well as cadet promotions in February and pleased the cadets continue to move up in rank. SMA-COL Vara discussed the enrollment numbers for next year and is currently concerned with the sixth grade class. Dr. Thomas McElheny inquired on insights to reasons why enrollment is low in which SMA-COL Vara replied that other charters have always been competitors but will identify issues as to why. He stated that COVID cases were high in February which led to additional contact tracing but all safely back on campus.

SMA Prep Athletics Report: SMA-MAJ Leslie Smith provided a read-ahead report. She stated that volleyball and flag football were over with both teams going into the playoffs and lacrosse and basketball are starting now.

Instructional Design & Curriculum: SMA-LTC Currie provided a read-ahead report.

SMA Head of School Report: SMA-COL Fred Fout provided a read-ahead report. He discussed how pleased he is with the current enrollment for next year and will be able to present numbers after the second enrollment window has closed. SMA-COL Fout stated that data is being collected as to why a student has declined enrollment and will go over this data once enrollment is complete. He also stated that the retention rate from the prep is at 60% which is higher from previous year.

Chairman Herb Jones inquired as to data asked in last board meeting for district comparisons on remote learners in which SMA-COL Fout replied that the district stated we are in line with other high schools and currently at 20% remote learners. Chairman Jones also inquired as to the marketing plan for the pillars and pathways component in which SMA-COL Fout replied that it was presented to the students and families but has not been advertised externally. SMA-COL Fout discussed that students are excited in choosing and creating their high school plans.

SMA HS Athletics Report: SMA-MAJ Amy Mazner provided a read-ahead report. SMA-COL Fout stated two lacrosse home games this week.

IB Report: SMA-CPT Hellen Harvey provided a read-ahead report. She stated that a list of colleges IB students had applied to and attending in the fall is provided in the read-ahead.

SAI/Commandant's Report: LTC Ben Weiss provided a read-ahead report. He announced that two of the Raiders teams took third place in Nationals and very pleased as both are new teams with no veterans. LTC Weiss was very pleased with the seventeen applicants for leadership boards for next year and can confidently state that this could be the strongest leadership thus far.

Staff Representatives: SMA-MAJ Smith stated no concerns at this time for the prep. SMA-CPT Harvey commended SMA-CPT Bethany Hall on her presentation of BASL (Black American Sign Language). Dr. McElheny inquired as to the concern listed on the agenda staff have on the current financial status of SMA in which Chairman Jones replied that the staff can be informed that SMA is in a good position and very solid. Mr. Hudson stated that based on finances with the 1385 enrollment projections, the board can address the implementation of raises to staff for next school year.

Media Report: SMA-CPT Harvey stated that book checkouts have increased.

Treasurer's Report: SMA-MAJ Steve Kok provided a read-ahead report and balance sheets per campus. He discussed the current financials thru February 28th with a YTD Profit and Loss per campus and stated that overall SMA is in a better position. SMA-MAJ Steve Kok stated the need for board approval of the IRS 990 form.

Mr. Warren Hudson motioned to approve the IRS Form 990; Dr. McElheny seconded the motion and the board unanimously approved.

PTCC Report: N/A

Committee Reports: Mr. Hudson stated that the three sub-committees have been meeting monthly and making great progress. He mentioned that the committee should be ready to present to the board a strategic plan for approval that can be implemented next school year.

Foundation: Mr. Rafael Robles provided a read-ahead report. He thanked Mr. Pete Skokos for reviewing the brokerage agreement to allow stocks and securities to be donated to SMA Foundation. Mr. Robles discussed the current revenue through the Foundation as well as donor evaluation. He stated the Louis and Gloria Flanzer Philanthropic Trust Matching Program has capped donations at \$3000 per donor per year.

Mr. Robles stated that he created a greatest needs print piece which will be shared once finalized. He stated he received board approval for the gift acceptance policy as well as the

brokerage agreement and the IRS 990 form. Chairman Howard Crowell stated that the report presented is the most professional thus far and commends Mr. Robles' contributions and efforts as an inspiration to the board. Chairman Crowell suggested the board take advantage of the Flanzer matching program and support Mr. Robles in his efforts in which Chairman Jones agreed.

Marketing and Communications Report: N/A

Chairman: Chairman Jones provided a read-ahead report. He stated that the top priority is to raise salaries to match the current salary structure of the districts and this should be implemented next school year.

Chairman Jones announced that he will be stepping down as chairman of the board effective June 1st and asked Mr. Hudson to chair the nominating committee for the board in 2021-22. He stated that he will remain active on both boards and recommends Dr. McElheny as the next chairman with Mr. Hudson as vice chairman. Chairman Crowell urged the board to move Chairman Jones designated as Chairman Emeritus in perpetuity and welcomed him to continue on the Foundation board.

Dr. McElheny motioned to approve Chairman Herb Jones to be noted as Chairman Emeritus with many thanks to his twenty years of service to this institution; Mr. Hudson seconded the motion and the board unanimously approved.

Old Business: N/A

New Business: N/A

Public Comments: High school parent, Mr. Enmeier, addressed SMA-COL Fout as to the status of a girls lacrosse team in which was answered that a new Athletic Director will start next school year and changes to adding that program may occur. Mr. Enmeier congratulated Chairman Jones for his service and stated that he sent an email to all the board members and looking for a response in which Chairman Jones replied that someone will reach out to him by email after the meeting.

The next virtual board meeting will be on 13 April, 2021 at 2:30pm.

The chairman adjourned the meeting at 3:30 pm.


Mr. Herb Jones, Chairman

4/20/21
Date


COL Ben Knisely, Secretary

4/30/21
Date