

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES

8 MARCH 2022

Board of Director Members' Attendance

Present:

Thomas J. McElheny, EdD, CAPT, USMC (Ret), Chair

Ben Knisely, COL USA (Ret), Secretary

Mr. Scott Lempe, Lt Col, USAF (Ret), Treasurer

Dr. Brian Crupi, LTC, USAR

Ms. Erica Gregory, Lt Col, USAF (Ret)

Ms. Linda Long

Mr. Pete Skokos

Ms. Tessa Suplee, Lt Col, USAF (Ret) (Virtual)

Mr. Jim Tollerton

Ms. Cynthia West, RN Lt, USA (Ret)

Howard G. Crowell, Jr., LTG USA (Ret), Chair, SMA Foundation Inc.

Mr. Rafael Robles, Executive Director, SMA Foundation Inc.

Absent: SMA-LTC Abby Williams, Assistant Head of School, High School; SMA-MAJ Charlie Carver, Athletic Director, High School; SMA-LTC Ryan Lee, Assistant Head of School, Middle School; SMA-MAJ Leslie Smith, Athletic Director, Middle School

SMA Administrative Staff in Attendance:

SMA-COL Christina Bowman, Chief Executive Officer

MAJ Clarence Arrington, Senior Army Instructor

SMA-LTC Steve Kok, Director of Finance

SMA-COL Frederick Fout, Head of School, High School

SMA-LTC Caitlin West, Assistant Head of School, High School (Virtual)

SMA-COL Tom Vara, Head of School, Middle School

SMA-LTC Lisa Currie, Assistant Head of School, Middle School

MAJ Becky Morris, Assistant Head of School, Middle School

Guests in Attendance: Ms. Susan Hartman, PTCC President; MSG Teddy Grace (Virtual); SMA-CPT Jeanette Marks, Marine Science, High School; SMA-CPT Kelli Kelly, ESOL and ESE, Middle School

Location: SMA Middle School

The chair called the meeting to order at 4:31 pm. Everyone in attendance stood for the Pledge of Allegiance.

Motion to Approve the 8 February 2022 Minutes:

Mr. Pete Skokos motioned to approve the 8 February 2022 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 commended the middle school Color Guard for presenting the colors during the Circus in front of 700 guests. SMA-COL Bowman discussed current enrollment numbers for next school year and looking over additional staff to handle the increased number of IEP services. She stated district level enrollment numbers would be included in the update at the next board meeting. SMA-COL Bowman mentioned Lt Col Kaitlin Kenny visiting the high school campus to share inspiring words to our cadets during formation and presented, along with Ms. Carlson Pack of Sailor Circus, a check to cadet Reynaldo Pagan for expressing compassion during his many volunteer hours at the circus.

SMA Head of School Report, Middle School: SMA-COL Tom Vara provided a read-ahead report. He discussed the current enrollment numbers for next school year. SMA-COL Vara mentioned acquiring multiple quotes to enclose the front of the school for an increase in security of access area.

SMA Middle School Athletics Report: N/A

Technology and Data Impact Report: N/A

Instructional Design & Curriculum: N/A

SMA Head of School Report, High School: SMA-COL Fred Fout provided a read-ahead report. He commended CW3 Munoz and MSG Browning for taking eighty-four cadets camping for Raiders as well as Mr. & Mrs. Olree for a successful Skeet Shoot with our cadet volunteers for Operation Patriot. SMA-COL Fout stated another successful event with the Service Academy Fair on March 5th.

Ms. Long stated she sent a list of questions to the Chair inquiring about the school impact of Dual Enrollment. SMA-COL Fout replied by detailing the advantages and disadvantages of Dual Enrollment with the main concern of a full-time student off campus through the Dual Enrollment program is not part of the SMA environment. SMA-COL Bowman stated that she would like to implement the Dual Enrollment program to be on campus with trained teachers in which SMA-COL Fout agreed. Mr. Scott Lempe inquired if the interest in teaching a college level class was asked of the teachers and if an additional stipend is included in which SMA-COL Fout stated he had asked the teachers two years ago and that there is not an additional stipend.

SMA HS Athletics Report: N/A

SAI/Commandant's Report: MAJ Clarence Arrington provided a read-ahead report. He commended the Drill Team for placing 4th overall out of ten teams in Districts and will be attending States on April 2nd. MAJ Arrington stated CW3 Munoz took three cadets to the Naval Academy for a visit and mentioned the Raiders Rise and Run with almost 400 runners will be on Saturday, March 12th.

Staff Representatives: N/A

Media Report: N/A

Treasurer's Report: Mr. Lempe and SMA-LTC Steve Kok provided a read-ahead report. SMA-LTC Kok discussed the profit and loss for both campuses. He discussed the additional cost for teachers who teach AP classes will receive a bonus for every cadet that passes the AP exam.

PTCC Report: Ms. Susan Hartman provided a read-ahead report. She discussed a successful Middle School family movie night and Valentines candy grams at the High School. Ms. Hartman discussed the approved grants and the upcoming Raiders Rise and Run event where PTCC is providing food for 400 runners. She also mentioned the Barnes & Noble Book Fair during store hours starting on Friday, March 8th through Sunday, March 10th. Ms. Hartman stated that she would be stepping down as PTCC President when term ends in April and she will provide a year-end report with recommendations at the next board meeting.

Foundation: Mr. Rafael Robles provided a read-ahead report. He discussed the financials including total donations thus far as well as expenses. Mr. Robles mentioned reaching out to community foundations as well as private for new opportunities. Mr. Jim Tollerton inquired as to how the board can help with his initiatives in which Mr. Robles replied that additional Trustees to the Foundation board is needed. Mr. Tollerton inquired if parents are precluded from joining in which Mr. Robles replied that the bylaws does not state parents cannot join. Chair Thomas McElheny stated that Mr. Tollerton introduced Ms. Archibald to the SMA Foundation as a prospective Trustee. Foundation Chair Howard Crowell stated that the Operating Board nominates candidates to the Foundation and the Foundation board approves the nomination.

Mr. Tollerton motioned to nominate Ms. Archibald as Trustee to the SMA Foundation; COL Ben Knisely seconded the motion and the board unanimously approves.

Marketing and Communications Report: Chair McElheny discussed the importance of sales and marketing resulting in the increase of enrollment. Mr. Robles stated that branding and customer service is critical. He discussed developing a brand story in SRQ Magazine as well as creating a video with SRQ Media Group in highlighting the SMA Advantage. Mr. Robles mentioned receiving eight tickets to the SRQ event, SB2, for himself and SMA-COL Bowman along with six cadets. Mr. Tollerton requested plans for the 20th year Anniversary be presented at the next board meeting. Chair McElheny stated that additional sales efforts within a marketing plan will be shared at the next board meeting and requested a one-hour vision casting work session to be scheduled with the boards.

Committee Reports: N/A

Chair: Chair McElheny introduced Ms. Tessa Suplee as the Audit Chair.

CEO Evaluation: Mr. Lempe discussed the process of the public CEO Evaluation. He explained the model used at the county served as a guideline on how to set goals and objectives as well as review performance goals that are both measurable and not. Ms. Long inquired as to the procedure in which Mr. Lempe replied that recommendations could be presented at the next board meeting on clarifying goals at the beginning of the year and evaluating goals at the end of the year. Foundation Chair Crowell stated that the President or CEO should be marketing the academy, out into the community, and inquired as to how it can be measured.

Old Business: N/A

New Business: SMA-COL Bowman explained the three options available to implement the salary increase that was passed with the Sarasota County School Board. Mr. Tollerton inquired as to the

board's practice and policy to adopt salary increases within the district in which Chair McElheny replied that the goal is to match what the county offers but always based on our budget. Mr. Lempe stated that the recommended third option would match the district's salary increase over two years if the district does not have any additional salary increases next year.

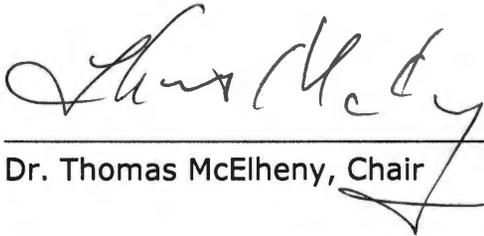
Mr. Lempe motioned for the 6.25% salary increase to be split over two years consisting of one-half each year in the form of a supplement; COL Knisely seconded the motion and the board unanimously approved.

Chair McElheny reiterated that the long-term goal is to match the Sarasota County School District's salary increases but need to be fiscally responsible with no more future deficits in the budget.

Public Comments: MSG Teddy Grace suggested placing an ad in the local papers to promote SMA at no cost in which Chair McElheny stated that he did write an article for the papers but resulted in no interest.

The next board meeting will be on 12 April 2022 at 2:30pm at the High School campus.

The chair adjourned the meeting at 6:17 pm.



Dr. Thomas McElheny, Chair

4/12/22

Date



COL Ben Knisely, Secretary

4/12/22

Date