

# **Sarasota Military Academy**

BOARD OF DIRECTORS

MEETING MINUTES

20 SEPTEMBER 2022

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

### **Present:**

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

Ben Knisely, COL USA (Ret), Secretary

Brian Crupi, LTC, USAR

Heather Koester (virtual)

Linda Long

Richard Swoope, COL (Ret)

Jim Tollerton

Cynthia West, RN Lt, USA (Ret)

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

J. Allison Archbold, Trustee (virtual)

Rafael Robles, Executive Director, SMA Foundation Inc.

**Absent:** Scott Lempe, LTC, USA (Ret), Vice Chair; Peter Skokos, Interim Vice Chair; Erica Gregory, Lt Col, USAF (Ret); MAJ Clarence Arrington, Senior Army Instructor; SMA-LTC Abby Williams, Assistant Head of High School; SMA-MAJ Lisa Currie, Assistant Head of Middle School; MAJ Becky Morris, Assistant Head of Middle School; SMA-MAJ Leslie Smith, Athletic Director, Middle School; Jeanine Signorelli, PTCC President

### **SMA Administrative Staff in Attendance:**

SMA-COL Christina Bowman, Chief Executive Officer

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

SMA-LTC Steve Kok, Director of Finance

MSG Teddy Grace, (Ret) Athletic Director, JROTC Instructor

SMA-COL Tom Vara, Head of Middle School

**Guests in Attendance:** Vincent Tortora, CPA, Pellegrino & McFarland PA

Location: SMA Middle School

The chair called the meeting to order at 4:32 pm.

**Motion to move Treasurer's Report and Audit:**

Ms. Cynthia West moved to approve the Treasurer's Report and Audit to start of the meeting; Ms. Linda Long seconded the motion and the board unanimously approved.

**Treasurer's Report:** SMA-LTC Steve Kok provided a read-ahead report. He introduced Mr. Vince Tortora, CPA from Pellegrino & McFarland, PA to present the audit to the board. Mr. Tortora discussed the audit in detail including pension liability and interest rates. Chair Thomas McElheny inquired as to conducting a new appraisal for both properties in which Mr. Jim Tollerton agreed that new numbers should be established.

**COL Ben Knisely moved to approve the audit; Mr. Tollerton seconded the motion and the board unanimously approved.**

SMA-LTC Kok discussed the financials for July including the teacher salary increase and the positive FTE adjustment. Ms. West inquired as to capital funds in reserves in which SMA-LTC Kok replied that this is the first year funds can be distributed to reserves. SMA-LTC Kok mentioned the delay in receiving the ESSER funds distribution by the county is 6-8 weeks. He stated that the administration needs to be aware of the continuation of receiving ESSER funds is only an additional two more years and will need find another source of funds.

**Ms. West moved to approve the Teacher Salary Increase Allocation (TSIA); Mr. Tollerton seconded the motion and the board unanimously approved.**

**Motion to Approve the 30 August, 2022 Minutes:**

COL Knisely moved to approve the 30 August 2022 minutes with corrections; Ms. Long seconded the motion and the board unanimously approved.

**Chief Executive Officer / Head of School Report:** SMA-COL Christina Bowman provided a read-ahead report. She explained the acceleration rate to include successes through dual enrollment, advanced placement classes and test, certification in business ownership class and the ASVAB test. Ms. Long inquired as to the number of students in dual enrollment in which SMA-COL Bowman replied that the number is lower for dual enrollment with an increase to on-the-job training (OJT) and the certifications needed for dual enrollment on campus. SMA-COL Bowman stated that students would be placed in the best position to receive acceleration points through programs such as enhancing the education pathway through USF as well as reengaging Sarasota Memorial Hospital to collaborate for internships. She mentioned a great Alumni Series kickoff with Jessiah Straw, class of 2013, who flew in from Texas to speak to our seniors and classes with an inspirational and motivational message.

SMA-COL Bowman mentioned that she would be working together with SMA-COL Tom Vara on the academy-wide School Improvement plan that will need board approval in October. Mr. Tollerton inquired as to the number of Spanish-speaking staff in which SMA-COL Bowman replied eleven at the high school and five at the middle school.

**Head of Middle School Report:** SMA-COL Tom Vara provided a read-ahead report. He discussed having two separate events during formation on two separate days to observe and educate on 9/11.

**SAI Report:** MAJ Clarence Arrington provided a read-ahead report. SMA-COL Bowman stated that MAJ Arrington would start weekly visits to the middle school.

**Staff Representatives:** N/A

**PTCC Report:** SMA-COL Bowman provided a read-ahead report.

**Foundation:** Mr. Rafael Robles provided a read-ahead report. He explained his financial dashboard to include unrestricted and restricted funds that have been allocated to various programs. Mr. Robles inquired for the board's support in their willingness to reach out to the community for donor prospects. He presented to each member three statements along with mission moments and highlights to assist in explaining who we are to the community for a consistent message. Chair McElheny stated that each board meeting could commence with a mission moment. Chair Howard Crowell mentioned the updated Foundation board meeting to 27 October.

**Chair Report:** Chair McElheny stated the retreat will be 15 October at SMA High School and pleased to see the momentum moving in a positive direction.

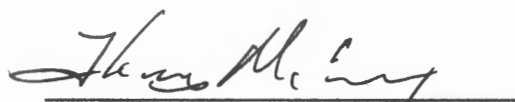
**Old Business:** N/A

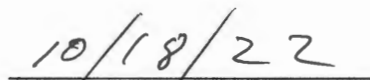
**New Business:** N/A

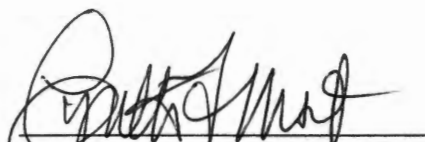
**Public Comments:** N/A

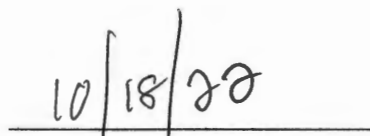
The next board meeting will be on 18 October 2022 at 2:30pm at the High School campus.

The chair adjourned the meeting at 6:07 pm.

  
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Dr. Thomas McElheny, Chair

  
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Date

  
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COL Ben Knisely, Secretary

  
\_\_\_\_\_  
Date

Cindy West