

**SARASOTA MILITARY ACADEMY
BOARD OF DIRECTORS
Tuesday February 7, 2023**

- Call to Order
- Pledge of Allegiance
- Approval of the Minutes-Tab 1
 - January 17, 2022
- CEO Report Tab 2
 - HR Update
 - Enrollment Update
 - Policy Approval—Special Magistrate for Unresolved Student Welfare Complaints at Charter Schools
- Head of School Report – SMA Prep Tab 3
 - Athletic Director Report
 - Faculty Representative
- High School Report – SMA High Tab 4
 - Athletic Director Report
 - Faculty Representative
- SAI Report Tab 5
- Treasurer’s Report Tab 6
 - Monthly Financial Report
 - Salaries
- SMA Foundation, Inc. Report Tab 7
- Committee Report Tab 8
 - PTCC Committee Report
- Chairperson’s Report
- New Business
 - CRM Software--Hubspot
- Old Business
 - Salaries
 - Organizational Chart
 - Who Do We Want To Be?
- Public Comment
- Meeting Adjournment

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES

17 JANUARY 2023

Board of Director Members' Attendance

Present:

Thomas J. McElheny, EdD, CAPT, USMC (Former Marine), Chair
Scott Lempe, Lt Co, USAF (Ret), Vice Chair/Treasurer
Ben Knisely, COL, USA (Ret), Secretary
Brian Crupi, LTC, USAR, (virtual)
Erica Gregory, Lt Co, USAF (Ret), (virtual)
Heather Koester
Linda Long
Peter Skokos
Richard Swoope, COL, USA (Ret)
Jim Tollerton

Herb Jones, Vice Chair, SMA Foundation Inc. (virtual)
Rafael Robles, Executive Director, SMA Foundation Inc.

Absent: Cynthia West, RN Lt, USA (Ret); SMA-LTC Abby Williams, Assistant Head of High School; MAJ Clarence Arrington, Senior Army Instructor; MSG Teddy Grace, (Ret) Athletic Director, 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/Interim Head of High School
SMA-LTC Caitlin West, Assistant Head of High School, (virtual)
SMA-LTC Steve Kok, Director of Finance
SMA-COL Tom Vara, Head of Middle School

Guests in Attendance: SMA-CPT George Barbaresi, HS Faculty Representative

Location: SMA Middle School

The chair called the meeting to order at 4:33 pm.

Chair Thomas McElheny started the Pledge of Allegiance.

Motion to Approve the 13 December 2022 Minutes:

COL Ben Knisely moved to approve the 13 December 2022 minutes with noted corrections; Ms. Linda Long seconded the motion and the board unanimously approved.

Chief Executive Officer: SMA-COL Christina Bowman provided a read-ahead report. She discussed the current mid-year enrollment and a goal of 67% retention rate from the middle school. SMA-COL Bowman mentioned a successful visit from half of the eighth grade class at the middle school to the high school and states the other half will visit on Thursday.

Head of High School Report: SMA-COL Bowman provided a read-ahead report.

High School Athletics Report: MSG Teddy Grace provided a read-ahead report. COL Knisely inquired as to the request of acquiring vans in which SMA-COL Bowman replied that it could not be 15-passengers and above.

Head of Middle School Report: SMA-COL Tom Vara provided a read-ahead report. He mentioned a successful admissions meeting and the visit to the high school by half of the eighth graders earlier that day.

Middle School Athletics Report: N/A

SAI Report: MAJ Clarence Arrington provided a read-ahead report. Mr. Jim Tollerton inquired as to the availability of the chorus and Color Guard for the upcoming MOAS event in which SMA-COL Bowman replied that she would check availability with MAJ Arrington and Dr. Orazi.

Treasurer's Report: SMA-LTC Steve Kok provided a read-ahead report. He discussed the profit and loss per campus and the change in FTE numbers for the second semester.

Staff Representatives: SMA-CPT Barbaresi stated a slow start of the second semester with two-four day weeks but now getting into routine. He mentioned the only concerns were the county raise in which the board and administration is already aware.

PTCC Report: N/A

Foundation: Mr. Rafael Robles provided a read-ahead report. He explained his financial dashboard to include unrestricted and restricted funds that are allocated to various programs. Mr. Robles requested to change the quarterly goals as well as the board to forward the gala corporate sponsorship email to their network.

Committee: Mr. Pete Skokos provided an update on the bonds documentation through Wells Fargo and plan to proceed if all looks good.

Chair Report: Chair McElheny discussed the assignment from last meeting on who we want SMA to be in three years. He stated a new organizational chart would be presented at the next board meeting. Chair McElheny mentioned the first board outreach of the Marines on 1 February for special formation.

Old Business: SMA-COL Bowman inquired as to how to proceed in researching options to increase salaries to meet the county's recent increase. Chair McElheny replied to meet with Vice Chair Lempe to research options together.

New Business: Vice Chair Scott Lempe inquired as to whom and what organizations advocates for charter schools as the current legislature and school board are charter friendly. He recommended looking into legislative platforms to create an opportunity to present in Tallahassee on FTE reallocation. Ms. Erica Gregory recommended starting with a regional legislature forum including local representatives and the education committee. Chair McElheny stated for Vice Chair Lempe and Mr. Tollerton to work together on how to proceed. Ms. Gregory stated that any representative can carry a bill and does not have to go through education committee and that there is an opportunity to request funds through a representative for SMA directly.

Public Comments: N/A

The next board meeting will be on 7 February 2023 at 2:30 pm at the High School campus.

The chair adjourned the meeting at 5:30 pm.

Dr. Thomas McElheny, Chair

Date

COL Ben Knisely, Secretary

Date

Chief Executive Officer Report
High School Interim Head of School Report
February 7, 2023

Mission:

Within a culture where every cadet is valued, Sarasota Military Academy is committed to: Preparing students for College, Careers, & Citizenship; Developing tomorrow's Leaders; and Cultivating Character based on the steadfast values of Honor, Integrity, and Respect.

Strategic Plan Goals:

Resources:

- Open Enrollment-Closed 31 January
- 6th Grade: 156 Applications/200
- 7th Grade: 21 Applications/190
- 8th Grade: 45 Applications/180
- 9th Grade: 89 Applications/200
- 10th Grade: 16 Applications//180
- 11th Grade: 9 Applications/165
- 12th Grade: 4 Applications/140
- Enrollment offers sent February 2nd and 3rd

College, Careers, and Citizenship

- Student Success Center January 9-27, 2023
 - 145 student check-ins to receive services
 - 75% of students served are 12th Graders
 - 10% of students served are 11th Graders
 - 46% of the students served identified as a minority (36% Hispanic, 4% African American, 6% Asian)
 - 31% of the students served identify as underrepresented and underserved.
 - As of January 9, 2023, 50% of 12th Graders applied and have been accepted to a postsecondary institution.

Character and Leadership Development

- Second Semester Administrative Assemblies on Wednesdays with each grade level to review expectations; attendance, academics, behavior, cell phone policy, campus cleanliness and campus pride.
- Second Semester JROTC Assemblies on Thursdays to review JROTC expectations; Military Bearing, Uniform Standards, 7 Army Core Values especially Respect, Honor and Integrity.

HR:

- Positions to fill:
 - Academy
 - ESOL Instructor(added position)
 - Middle School
 - Computer Science
 - English Language Arts
 - Social Studies

Communication/Community Outreach:

- Honoring our Veterans Formation
 - 25 Marines, 4 SMA Directors, and 1 SCSB Board Member attended our first special formation on 1 February and it was a resounding success! The attendees were thoroughly impressed with formation and the cadet briefing following formation. Thank you to Dr. McElheny for providing the wonderful refreshments! We are looking forward to our next special formation.
- Path to Unity Luncheon
 - 26 January
 - Dr. McElheny, SMA-COL Bowman 2 cadets
- Circus Sarasota SMA Night
 - 16 February 7:00 pm
 - SMA-COL Bowman will be the guest ringmaster and a whole section will be designated for SMA staff, cadets and families.
 - We are working on reduced ticket prices for SMA.
- Orioles Spring Training Game
 - 25 February
 - SMA Choir singing the National Anthem
- Next Meeting: March 7, 2023 4:30 pm Prep Middle School Campus

SIS Live.

SIS > Enrollment > View

[Options](#) | [H](#)

Enrollment by Race

Majority/Minority Section

Grade Level	Majority		Minority		Total
	MALE	FEMALE	MALE	FEMALE	
06	64	24	70	28	186
07	51	36	50	48	185
08	53	30	55	31	169
09	50	36	55	47	188
10	62	22	50	32	166
11	42	16	38	45	141
12	45	15	49	32	141
TOTAL	367	179	367	263	1176

A - ASIAN(OLD PACIFIC ISLANDER), Minority
 B - BLACK/AFRICAN-AMERICAN, Minority
 I - AMERICAN INDIAN/ALASKA NATIVE, Minority
 P - NATIVE HAWAIIAN / PACIFIC ISLANDER, Minority
 W - WHITE, Majority

Primary Race Section

Grade Level	MALE						FEMALE						Total
	I	A	B	H	M	W	I	A	B	H	M	W	
06		3	6	56	5	64		1	6	19	2	24	186
07		1	4	35	10	51	1		3	39	5	36	185
08	1	2	3	47	2	53			2	24	5	30	169
09		2	9	34	10	50			5	40	2	36	188
10		2	8	39	1	62		1	3	26	2	22	166
11		1	6	28	3	42			3	35	7	16	141
12		5	2	37	5	45		2	6	23	1	15	141
TOTAL	1	16	38	276	36	367	1	4	28	206	24	179	1176

First Draft: State Board of Education Rule Regarding Special Magistrate for Unresolved Student Welfare Complaints at Charter Schools FS 1002.20 and FS 1014.04

If a parent or guardian has a dispute or concern regarding the rights of parents/guardians protected in either FS 1002.20 and FS 1014.04, there is a procedure for seeking relief.

First, parents or guardians should contact the Head of School or parent involvement representative and allow them a chance to correct or mediate the alleged violation.

After the complaint is filed, the Head of School and parent involvement representative has one week to settle the dispute. In addition, the parent involvement representative will notify the Chief Executive Officer about any relief requests.

After seven days, the parent or guardian may elevate their dispute to the Chief Executive Officer. If the concerns are not resolved within seven days, the parent or guardian may elevate their dispute to the Chair of the Academy Board of Directors.

If the dispute remains unresolved, the parent or guardian may elevate the dispute to the Charter Liaison for Sarasota County Schools. The District has 30 days to rectify concerns before the parent or guardian may request the special magistrate. The special magistrate may contact the Head of School with inquiries.

Head of School High School Campus: SMA-COL Christina Bowman
941-926-1700 Christina.bowman@oursma.org

Head of School Prep Middle School Campus: SMA-COL Tom Vara
941-877-7737 Tom.vara@oursma.org

PTCC President: Jeanine Signorelli
smaptccpresident@gmail.com

Charter School Liaison: Millie Wheeler
941-927-9000 Millie.wheeler@sarasotacountyschools.net

Head of School Report
for February, 2023

Enrollment

Grade 6: 186

Grade 7: 185

Grade 8: 179

Total: 540

Campus Life/Events

- 2/7-Board of Directors meeting- high school @ 2:30
- 2/8-Cadet promotions at formation
- 2/8-1/2 day for cadets and Professional Development for staff
- 2/10-Fire drill period 7
- 2/14-Superbowl/Valentine's dress down day
- 2/17-Severe Weather Drill-period 7
- 2/20-No School
- 2/21-Bus evacuation drills
- 2/24-Limited lock down drill period 3

Cadet Highlights

-Cadets of the Month for **January:**

World Language: Annalena Kayan Michael Bulut

Science: Lila Bornik Alex Serebryanskiy

Wrestling: Trevor Marchino

Meetings/Tours:

- 2/8-Charter school principal meeting
- 2/10-PTCC @ 12:30
- 2/10-Parent tour
- 2/15-Prep administration
- 2/22-Department lead teacher meeting @ 8:00 am
- 2/27-Parent tour
- 2/28-Threat Assessment Team

Faculty/Staff Highlights

- 2/8-Faculty meeting
- 2/8-1/2 day for teacher training
- 2/13-Valentine's Day dress down and PTCC sweets and treats for the staff
- 2/22-Attended Alta Vista Grade 5 school choice event

Parent and Community Highlights

- Prep information/enrollment meeting February 15th – 8:30-9:30 am

Security

- Nothing to report at this time

Attention Items:

- We are working on enrollment and staffing for the 2023-2024 school year

PREP ATHLETIC ROUNDUP

GIRLS SOCCER

1/26 – The girls won their home opener against MSA 5 – 2. Scoring for the Eagles were; Gabriella Fabiyanic (2) and Maria Torres (3). Both Allison Vargas and Ava Lorf made assists. Goalie Rebecca Kirn had several great saves.

1/31 – The lady Eagles lost to Sky Englewood today. The girls were a little winded and overheated on the field. Outstanding play shout out goes to goalkeeper, Rebecca Kirn, for 12 saves.

2/2 – The lady Eagles lost Thursday to Rowlett Academy. Next up for the team is SLA on 2/7.

BOYS SOCCER

2/2 – The Boys soccer team opened their season with a thriller in Bradenton taking on last year's league Champion, Rowlett Academy. It was a hard fought battle for the entire 60 minutes and ended in a draw 0-0. Special Coach shout outs to Gio Salinas, Zander Ley and Carlos Carmigua for their extremely smart play. These two teams will most likely meet up again in the playoffs. Great job Eagles. Next game is home against Sky Englewood on 2/8.

Lacrosse

Practices are well underway and the team is anticipating their first game vs St Stephen's on 2/14.

SARASOTA MILITARY ACADEMY

Senior Army Instructor
801 North Orange Avenue
Sarasota, Florida 34236

3 Feb 23

MEMORANDUM FOR GOVERNING BOARD, SARASOTA MILITARY ACADEMY
THROUGH EXECUTIVE DIRECTOR OF SCHOOLS

SUBJECT: Significant Activities Report

Significant activities past thirty days:

- 14 Jan-SMA Rifle Team participated in the county match-2nd place
- 17&19 Jan-SMA Prep Visited SMA High. (80 prep cadets per day) 15 min presentation given by Regimental Staff
- 1 Feb-Marion Military Institute (David Stillwell) visited SMA
- 19&26 Jan & 2 Feb-Consideration to Others Training 9th, 10th & 11th grade cadets.
- 26-27 Jan-American Legion Rifle Match-SMA placed top 10 in the country
- 28 Jan-Drill team host competition at Booker High School (SMA overall 3rd place) 24 teams attending
- 3 Feb-Performed Honor Guard at the Sarasota Yacht Club 3 Feb-Performed Color Guard-Built To Honor, Sapphire Point, Lakewood Ranch
- 4 Feb-Drill Meet @ University of Tampa
- 11 Feb-Drill Meet @ Parrish Community High School
- Currently planning to visit the United States Naval Academy. Annapolis MD (13-15 April)
- Currently planning to visit the National Flight Academy Pensacola, FL (30 cadets) (28 May- 2 June)

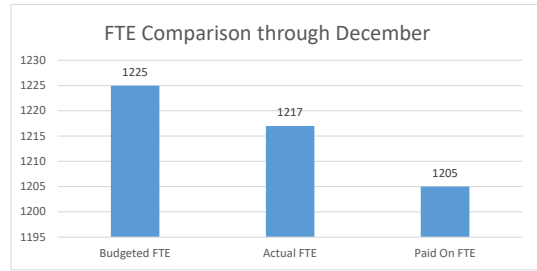
Significant activities next thirty days:

- 8-12 February- Army JROTC Service Championships in AL (step #2 or 3 in returning to the JROTC National Championships in OH)
- 10 February-Black History Month performance @ morning formation (Cadet Upshaw)
- 17-18 February- USA Junior Olympic Rifle Championships hosted by SMA (Men/Women Air)
- 25-26 February- USA Junior Olympic Rifle Championships hosted by SMA at Shoot Straight Sarasota

Respectfully,

CLARENCE L. ARRINGTON
MAJ (Retired), U.S. Army
JROTC, Senior Army Instructor

Profit and Loss Pie Charts through December 2022



Income		
3100 Federal Direct	\$	113,907
3200 Federal through State & Local	\$	22,608
3300 Revenue from State Sources	\$	4,507,364
3400 Revenue from Local Sources	\$	2,360,032
3741 Insurance Loss Recovery	\$	7,993

Total Revenue \$7,011,904

Expenses		
4100 Salaries	\$3,635,228	
4200 Employee Benefits	\$1,085,413	
4300 Purchased Services	\$811,725	
4400 Energy Services	\$144,964	
4500 Materials & Supplies	\$245,787	
4600 Capital Outlay	\$183,498	
4700 Other Expenses (less depreciation)	\$382,147	

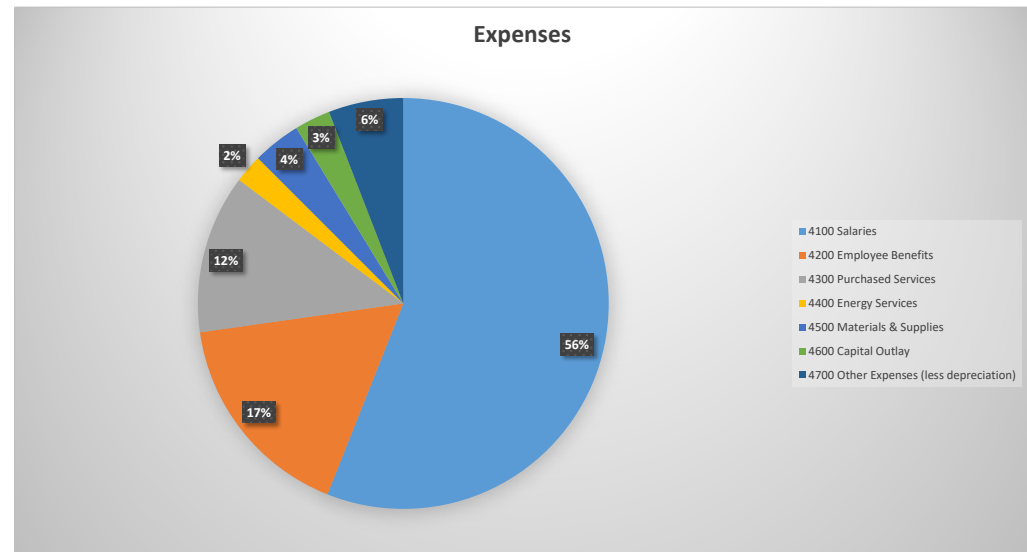
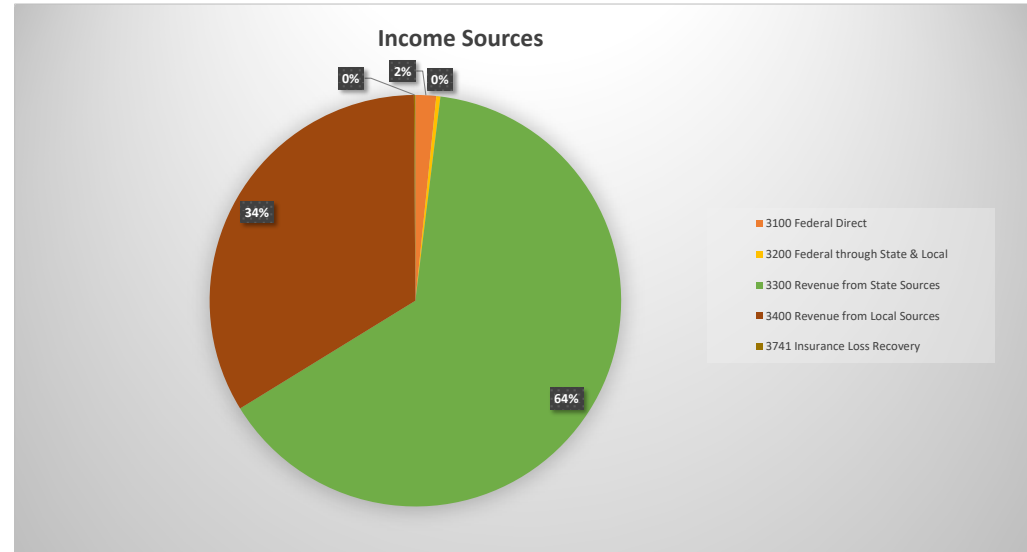
Total Operating Expenses \$6,488,762

Net Operating Income \$523,142

Depreciation Expense \$326,703

Net Income \$196,439

Salaries & Benefits Equal 73 % of Operating Budget



Sarasota Military Academy

Balance Sheet- By Campus

As of December 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1110 Cash and cash equivalents	1,951,657
8-1111 Sport Team Bank Accounts	62,228
Total Bank Accounts	\$2,013,885
Other Current Assets	
1130 Accounts Receivable	22,975
1215 Due from Foundation - Current	11,625
1220 Due from Other Governments	74,576
Total Other Current Assets	\$109,176
Total Current Assets	\$2,123,061
Fixed Assets	\$18,748,586
TOTAL ASSETS	\$20,871,647
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	\$42,070
Credit Cards	\$72,269
Other Current Liabilities	\$1,081,988
Total Current Liabilities	\$1,196,327
Long-Term Liabilities	\$9,858,255
Total Liabilities	\$11,054,582
Equity	
3010 Invested In Capital Assets, Net	7,883,416
3020 Temporarily Restricted Net Asse	22,779
3030 Unrestricted Net Assets	1,714,433
Net Income	196,438
Total Equity	\$9,817,065
TOTAL LIABILITIES AND EQUITY	\$20,871,647

$\$2,123,061 - \$1,196,327 = \$926,734$ Working Capital; Down \$5,020 from November- \$931,754

Ratio of Assets to Liabilities = $\$2,123,061 / \$1,196,327 = 1.77$; Down 0.02 from November- 1.79

Sarasota Military Academy

Budget vs. Actuals: FY23 Board Approved Budget - FY23 P&L

July - December, 2022

6 Months in should be at 50%

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
3100 Federal Direct	113,907	238,989	48.00 %
3200 Federal Through State & Local	22,608	82,415	27.00 %
3300 Revenue from State Sources	4,507,364	9,425,550	48.00 %
3400 Revenue from Local Sources	2,360,032	4,327,345	55.00 %
3741 Insurance Loss Recovery	7,993		
Total Income	\$7,011,904	\$14,074,299	50.00 %
GROSS PROFIT	\$7,011,904	\$14,074,299	50.00 %
Expenses			
4100 Salaries	3,635,228	7,570,614	48.00 %
4200 Employee Benefits	1,085,413	2,368,050	46.00 %
4300 Purchased Services	811,725	1,774,511	46.00 %
4400 Energy Services	144,964	269,168	54.00 %
4500 Materials & Supplies	245,787	361,991	68.00 %
4600 Capital Outlay	183,498	227,493	81.00 %
4700 Other Expenses	708,850	1,266,645	56.00 %
Total Expenses	\$6,815,466	\$13,838,474	49.00 %
NET OPERATING INCOME	\$196,438	\$235,825	83.00 %
NET INCOME	\$196,438	\$235,825	83.00 %

Still ahead YTD on our Net Income by 33%

We shall see how much of a drop in January there is, due to our reduction of FTE to 1175.

Sarasota Military Academy

Profit and Loss - YTD - By Campus

July - December, 2022

	HS	PREP	TOTAL
Income			
3100 Federal Direct	113,907		\$113,907
3200 Federal Through State & Local	13,195	9,413	\$22,608
3300 Revenue from State Sources	2,401,749	2,105,614	\$4,507,364
3400 Revenue from Local Sources	1,399,420	960,612	\$2,360,032
3741 Insurance Loss Recovery		7,993	\$7,993
Total Income	\$3,928,271	\$3,083,632	\$7,011,904
GROSS PROFIT	\$3,928,271	\$3,083,632	\$7,011,904
Expenses			
4100 Salaries	2,024,415	1,610,813	\$3,635,228
4200 Employee Benefits	591,892	493,521	\$1,085,413
4300 Purchased Services	457,445	354,280	\$811,725
4400 Energy Services	58,029	86,935	\$144,964
4500 Materials & Supplies	128,397	117,390	\$245,787
4600 Capital Outlay	94,867	88,631	\$183,498
4700 Other Expenses	482,598	226,252	\$708,850
Total Expenses	\$3,837,642	\$2,977,824	\$6,815,466
NET OPERATING INCOME	\$90,630	\$105,808	\$196,438
NET INCOME	\$90,630	\$105,808	\$196,438

Remember, January will be the adjustment month (reducing FTE to 1175 from 1205) and the Monthly Earning Statement will be lower.



FOUNDATION DASHBOARD

FY '23



Metrics Analysis with Foundation Performance

July 1, 2022 - January 31, 2022

NET CASH Balance

This is the amount of money on-hand in the Foundation's account. It is a current asset on the Balance Sheet and includes all receipts minus disbursements including the initial deposit at the start of the fiscal year to the present date of this report.

\$302,084

Does NOT Include Receivables

Receivables: \$ 0
Donations with Restrictions... \$80,207
Donations without Restrictions..\$221,877



FYTD GIFT REVENUE

Gross Revenue... \$203,372
Expenses... \$331,725
NET Revenue... (\$128,353)

FYTD EXPENSES



Labor \$79,037

TOTAL \$331,725



Grants & Similar Amounts Paid \$218,549



Non-Labor \$34,138

Includes:
Purchased Services;
Materials & Supplies;
Capital Outlay

MONTHLY FINANCIAL OVERVIEW: January

Total Income \$42,908
Expenses \$63,700
NET Income \$(20,792)



Labor \$10,837



Non-Labor \$15,295



Grants & Similar Amounts Paid \$37,650

PERFORMANCE EVALUATION

GOALS PER QUARTER

