

**SARASOTA MILITARY ACADEMY  
BOARD OF DIRECTORS  
Tuesday October 17, 2023**

- Call to Order
- Pledge of Allegiance
- Approval of the Minutes -Tab 1
  - September 26, 2023
- Superintendent Report –Tab 2
  - Academic Achievement
  - Project 10
- Head of School Report – SMA Prep Tab 3
  - Athletic Director Report
  - Faculty Representative
- Head of School/Provost Report – SMA High Tab 4
  - Athletic Director Report
  - Faculty Representative
- SAI Report - Tab 5
- Treasurer’s Report - Tab 6
  - Monthly Financial Report
- SMA Foundation, Inc. Report - Tab 7
- Committee Report – Tab 8
  - PTCC
- Chairperson’s Report
- Old Business
  - Superintendent Search
- New Business
- Public Comment
- Meeting Adjournment

# **Sarasota Military Academy**

BOARD OF DIRECTORS

MEETING MINUTES

26 SEPTEMBER 2023

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

### **Present:**

Thomas J. McElheny, EdD, Capt, USMC (Former Marine), Chair  
Erica Gregory, Lt Col, USAF (Ret), Vice Chair  
Pete Skokos, Treasurer  
Ben Knisely, COL, USA (Ret), Secretary  
Linda Long, Assistant Secretary  
Heather Koester  
Richard Swoope, COL, USA (Ret)

Herb Jones, Chair, SMA Foundation

**Absent:** SMA-MAJ Charlie Carver, Athletic Director

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

SMA-BG Scott Lempe, Interim Superintendent  
SMA-COL Christina Bowman, Provost/Head of High School  
SMA-LTC Caitlin West, Assistant Head of High School  
SMA-LTC Abby Williams, Assistant Head of High School  
SMA-LTC Steve Kok, Director of Finance  
LTC (Ret) James Nelson, SAI  
SMA-COL Tom Vara, Head of Middle School  
SMA-LTC Cheryl Korwin, Assistant Head of Middle School (virtual)

**Guests in Attendance:** Mr. Brent Bogart; Ms. Michael Tollerton; Mr. Carlos Moreira; SMA-CPT Ellie DeMurias, MS Faculty Representative; SMA-MAJ Michael Finley, Performing Arts Department Chair; C/COL Ayla Edwards; SMA-CPT Bryan Burns, HS Faculty Representative; Ms. Jennie Glassmoyer (virtual); Mr. Vince Tortora; Ms. Dottie O'Neill (virtual)

Location: SMA High School

The chair called the meeting to order at 2:31 pm.

Chair Thomas McElheny started the Pledge of Allegiance.

**Motion to Approve the 20 June 2023 Minutes:**

COL Ben Knisely moved to approve the 20 June 2023 minutes; Chair McElheny seconded the motion and the board unanimously approved.

SMA-COL Christina Bowman introduced C/COL Ayla Edwards to the board. She discussed the three goals set forth by the regimental staff for this year as, 1). Improve the motivation of cadets and morale through JROTC, 2). Prepare for the JROTC Inspection in February with aim of a gold star standard, 3). Increase cadet involvement.

Ms. Jennie Glassmoyer discussed the audit with the amended budget for school expenditures itemization including the guidance and health services reallocation.

**Ms. Heather Koester moved to approve page 30 in the amended budget; COL Knisely seconded the motion and the board unanimously approved.**

Chair McElheny introduced three prospective board members to the board. Mr. Brent Bogart, Ms. Michael Tollerton and Mr. Carlos Moreira each presented their background and experiences and how they can benefit SMA by joining the board.

**COL Knisely moved to approve to nominate the three prospective board members today; Vice Chair Erica Gregory seconded the motion and the board unanimously approved.**

The three prospective board members exited the room.

**Mr. Pete Skokos moved to approve to nominate all three prospective board members to the board; Ms. Linda Long seconded the motion and the board unanimously approved.**

Ms. Koester stated the level of experience and outreach to the community from all three new board members is so valuable. The board welcomed the three new board members back and congratulated them.

Mr. Vince Tortora discussed the audit as clean and in compliance.

**Ms. Koester moved to approve the audit; COL Knisely seconded the motion and the board unanimously approved.**

**Superintendent Report:** SMA-BG Scott Lempe provided a read-ahead report. He mentioned the opening day of both campuses was very smooth and noticed an increase in energy and positive atmosphere. SMA-BG Lempe discussed the technology upgrades with interactive televisions and additional chrome books as well as capital revenue priorities with the high school campus.

**Head of Middle School Report:** SMA-COL Tom Vara provided a read-ahead report. He discussed a successful first epaulet ceremony with the new cadets as special and the science position was filled.

**Provost/Head of High School Report:** SMA-COL Christina Bowman provided a read-ahead report. She discussed a successful and well-attended SPIN event with special mention of the performances from our music department. SMA-COL Bowman mentioned building partnerships to enhance curriculum and raising expectations that started with summer homework packets. She stated that classes are stacked appropriately with an overall 19:1 for the academy.

**SAI Report:** LTC James Nelson provided a read-ahead report. He introduced himself to the board and mentioned upcoming events such as the Military Ball and the JPA accreditation in February. LTC Nelson stated his goal is to work on bridging efforts with the Middle School and plans to visit campus twice a week.

**Academy Athletics Report:** N/A

**Treasurer's Report:** SMA-LTC Steve Kok provided a read-ahead report. He discussed the year-to-date profit and loss per campus and the proposed budget for FY 2024. SMA-COL Bowman mentioned the board might need to reconsider funds that were forgiven of the Foundation two years ago to balance the budget.

Ms. Koester inquired as to how the board can assist in fundraising in which Chair McElheny replied the goals of raising the school grade and grow to adequate size will facilitate the board's assistance in driving admissions. SMA-BG Lempe discussed the reassessment of course offerings as he looks into 2024-25 budget. Vice Chair Gregory stated grants can be maximized with an increase, as current number is low.

**Ms. Long moved to approve the proposed FY 2024 budget; Vice Chair Gregory seconded the motion and the board unanimously approved.**

SMA-LTC Kok discussed increases in FRS, health insurance and property and casualty insurance along with increase to bus driver pay and increase to fuel. He stated the need for board approval of the tentative budget due to the district by end of month with the actual budget due by end of September.

**Ms. Koester moved to approve the salary increase allocation for previous year raises; COL Knisely seconded the motion and the board unanimously approved.**

**Foundation Report:** Chair Herb Jones invited the board to the next Foundation board meeting on 28 September at 11am. He stated that the Foundation might be able to assist in grant writing needs for SMA.

**Staff Representatives:** SMA-CPT Ellie DeMurias introduced herself and reported no issues or concerns at this time.

**PTCC Report:** PTCC provided a read-ahead report.

**Chair Report:** Chair McElheny discussed an updated protocol for future board nominees. He mentioned new guidelines for this school year with forms requiring parent/guardian signatures for nicknames and students participating in clubs.

**Old Business:** SMA-BG Lempe discussed the kind of school we want to be starts with character development rooted in the JROTC values and college and career readiness.

**New Business:** SMA-BG Lempe stated the data achievement would be presented at the next board meeting.

**Public Comments:** SMA-MAJ Michael Finley stated the music department already feeds the high school through its programs. Mr. Moreira stated that USF has a grant-writing course that may be advantageous to SMA.

The next board meeting will be on 17 October 2023 at 2:30 pm at the High School campus.

The chair adjourned the meeting at 4:32 pm.

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Dr. Thomas McElheny, Chair

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Date

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COL Ben Knisely, Secretary

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Date

Head of School Report  
For October 2023

**Enrollment**

Grade 6: 158  
Grade 7: 175  
Grade 8: 158  
Total: 491

**Campus Life/Events**

- 10/4-Cadet Picture Day
- 10/6- Lockdown Drill
- 10/11-Enrollment/Information Meeting 8:30 am
- 10/12-End of the first quarter
- 10/13-Severe Weather Drill
- 10/13-Breast Cancer Awareness-Wear Pink
- 10/16-Professional Development day for staff
- 10/17-Board meeting at the HS @ 2:30 pm
- 10/20-Eagle readers Dress Down Day
- 10/25-Prep Blood Drive
- 10/27-Fire Drill
- 10/27-Halloween costume day and dance

**Cadet Highlights**

-Cadets of the Month for October: TBD

	Female	Male
Military Studies:		
Physical Education:		
Math:		

**Staff Meetings**

- 10/3-Prep Admin
- 10/4-New Teachers
- 10/26-Department Lead Teachers
- 10/31-Threat Assessment Team
- 10/31-Safety Team

**Parent and Community Highlights**

- Prep enrollment/information meeting October 11 @ 8:30 am
- ESOL + ELL parent meeting 5:30

**Security**

-Safety team discussed upcoming drills and began planning for future lockdown drills.

-The staff received Active Assailant and Re-Unification training on our October 16<sup>th</sup> professional development day.

**Attention Items**

The resignation of school counselor Audrey Benitez was accepted and the new school counselor Britney Moritz began her assignment at the Prep on Monday, October 9<sup>th</sup>.

High School Head of School/Provost Report  
October 17, 2023

**THE YEAR OF MOMENTUM!**

**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:**
  - Increase retention of rising 9<sup>th</sup> Graders by 5% each year for the next five years
    - SPIN event is scheduled for Prep Middle School and HS cadets and families will attend.
  - Balanced budget for SY 2023-2024
- **College, Careers, and Citizenship**
  - Align vertically, the grades 6-12 curriculum
    - ELA and Math departments met 16 October to review Year at a Glance Guides and Course Progression. The meetings will continue throughout the remainder of the school year.
      - HS Math Chair will attend Prep Middle School Math Department meetings.
    - Continue analysis of PM data to drive instruction and remove any gaps of content.
  - Support Professional Development
    - HS: 16 October
    - Thinking Maps Strategies 5
    - ELA Department presented PM1 Data
    - Math Department presented common assessment data
    - LTC West presented Project 10 data
  - Increase HS Acceleration Points for School Grade by 15% (Goal: 42%)
    - Partnering with SCF/26 West
    - Entrepreneur Club in Spring and Entrepreneur Course in Fall
      - All cadets will take the CAPE Industry Certification; Entrepreneurship & Small Business (ESB)



- Beginning with SY 2023-2024, all cadets in the Junior class will be expected to take the ASVAB exam. Scheduled for 18 October.
- **Character and Leadership Development**
  - Create programming, staff training, climate and culture that integrates the Seven Core Values of the United States Army and Leadership Development consistently from grades 6-12.
    - Implemented Army Core Value of the Month
      - October--Duty

**Communication/Community Outreach:**

- Wreaths Across America Campaign Kickoff!
- Spin Night
  - Prep Middle School--TBD
- Tiger Bay
  - 2 November
  - 2 Adults 6 Cadets
- Open Enrollment October 1, 2023
- Next Meeting: November 14, 2023 4:30 pm Prep Middle School

SIS Live.

SIS > Enrollment > View

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

Enrollment by Race

Majority/Minority Section

Grade Level	Majority		Minority		Total
	MALE	FEMALE	MALE	FEMALE	
06	42	22	57	37	158
07	52	22	67	34	175
08	42	35	42	39	158
09	45	28	59	35	167
10	52	27	47	45	171
11	57	18	44	28	147
12	39	14	33	36	122
TOTAL	329	166	349	254	1098

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		6	1	43	7	42		3	6	24	4	22	158
07		3	4	55	5	52		1	5	25	3	22	175
08		1	3	29	9	42	1		1	32	5	35	158
09	1	3	4	48	3	45		1	7	25	2	28	167
10		2	5	30	10	52			10	34	1	27	171
11		2	6	35	1	57		1	2	23	2	18	147
12			5	25	3	39			3	29	4	14	122
TOTAL	1	17	28	265	38	329	1	6	34	192	21	166	1098

**Student Success Center Report: SMA**  
**08/01/23-10/12/23**

Grade Level	Demographics	Underrepresented/Underserved	Top Reasons for Visit
9 <sup>th</sup> Grade: 4%	White: 56%	Free/Reduced Lunch: 39%	College Research, Exploration and Planning
10 <sup>th</sup> Grade: 15%	Hispanic: 23%	Low Income: 42%	Financial Aid, Scholarships, Bright Futures
11 <sup>th</sup> Grade: 27%	Black: 17%	First Generation Student: 32%	Community Service
12 <sup>th</sup> Grade: 54%	Asian: 4%		Career Research, Exploration and Planning
College: 0%	Multi-racial: 0%		
	American Indian: 0%		

**\*20% First Time Receiving Services**

**\*80 Have Previously Received Services**

October brings the transition from fall to winter sports at SMA.

The high school cross country teams continue to compete with their regular season wrapping up this month. Both the boys and girls team has seen considerable success this year. This is especially true on the girls' side. The SMA girls cross country team finished first in our home meet on Sept. 30. This included having the top two individual runners, Cielo Contreras and Bella Foss, both underclassmen. For the past couple of weeks these runners have been two of the top individuals in area meets.

The golf team completed their season last week with two matches at the Meadows. The high school volleyball team will compete in post season play this evening at Bradenton Christian. This team continues to improve. With only one senior and one junior on the team, the future looks very good for SMA volleyball.

At the Prep, both golf and volleyball have completed their seasons. The cross country teams start their competitive season Wednesday at Legacy Park in Venice. Boys and girls basketball will be having their tryouts this week.

Winter sports (high school soccer and wrestling, middle school and high school basketball, middle school cross country) are in the process of starting their seasons on both campuses. Soccer tryouts continue today with wrestling and basketball beginning within the next two weeks.

The athletic department continues to seek ways to improve the experience for our cadet-athletes. This effort has benefitted from the work of Angela Cohen and the BSIE initiative. While this has assisted in lowering our students pay to play requirements, we will continue to look at options in the area of improving facilities for our athletic programs.

## SARASOTA MILITARY ACADEMY

Senior Army Instructor  
801 North Orange Avenue  
Sarasota, Florida 34236

12 Oct 23

MEMORANDUM FOR GOVERNING BOARD, SARASOTA MILITARY ACADEMY

THROUGH Superintendent Sarasota Military Academy

SUBJECT: Significant Activities Report

### Past Significant Activities:

- Braden River High School Raider competition went well, good first look at where cadets are at and what they need to do to improve. The male team placed 7<sup>th</sup>, female placed 7<sup>th</sup>, and mixed team placed 6<sup>th</sup> overall with about 18 teams competing.
- Bridge building with the Prep
  - ~ Have attended the prep and initiated communication with administration there about their 10 year anniversary and what I can help with.
  - ~ Meeting went really well with my fellow Military Science instructors and we made plans to meet again the coming week during their 1st period planning time for a bit but not the whole time.
  - ~ Young cadets have started coming up to me more about attending the Academy here and how they can get on teams up here. This has also happened when my Raider team has been practicing out there for their competitions. All in all positive feedback for the young cadets.
  - ~ Our Drill up here has sent members down to the Prep to help them start up the Prep Drill team and for the first few turnouts they have had upwards of 40 plus young cadets tryout for their drill team. Color
- Color Guard performances
  - ~ 30 Sep, SMAs Cross Country teams home meet at the prep
  - ~ 25 Oct, Sarasota Sportsman Banquet
- Rifle practice on going
- Drill practice on going, nothing significant to report
- Joint Leadership and Academic Bowl starting next week in preparation for our 1<sup>st</sup> competition in late October

### Significant activities next thirty days:

- County Raider meet on the 16<sup>th</sup> of Oct at Sarasota High School with the Regional Raider meet to be held on the 28<sup>th</sup> of Oct 23 at Lakewood Ranch High School.
- National Raider meet held from the 2d to the 5<sup>th</sup> of November in Fort Knox, Kentucky. A team of 42 cadets will attend the meet with other raider teams from across the nation. While on this trip I have built in educational stops along the way up to Kentucky so it is just not about raiders and the competition.
- Bridge building with the Prep

~ Continue to attend the prep and be a more visible part of their school representing the Army ROTC program and this school.

~ Meet with my fellow Military Science instructors and we made plans to meet again the coming week during their 1<sup>st</sup> period planning time for a bit but not the whole time.

~ Continue to speak to those cadets (especially 8<sup>th</sup> graders) about our Academy and our teams.

~ Our Drill team representatives went down to the prep to start working with their drill team

~ Regimental staff continues to work on a Service Learning project that will be centered around the United States Flag history and retirement. This will be done primarily with the rising 7th and 8th graders.

- Color Guard performances

~ 21 Oct, Equestrian Center, Grand Prix and Freestyle event

~ 9 Nov, War paint profiles of courage

~ 10 Nov, Glenridge Retreat Ceremony

~ Anticipating right now 1 event on 11 Nov

- Rifle practice on going;

- Drill practice on going

- Joint Leadership and Academic Bowl members continue to prepare for their first competition in Early November.

Respectfully,

JN

JAMES A. NELSON  
LTC (Retired), U.S. Army  
JROTC, Senior Army Instructor

# Parent Teacher Cadet Council



## 2023/24 Council Members

<b>Staff Representative:</b>	Maj. Russ Osterfeld	<b>Vice Presidents:</b>	<b>Open</b>
<b>President:</b>	Brenda Canales	<b>Secretary/Grant Coord:</b>	<b>Open</b>
<b>Cadet Council Program Liaison:</b>	Jeannie Whipple	<b>Volunteer Coord:</b>	<b>Open</b>
<b>Merchandise Coord.:</b>	Amber Martin/Jennifer Burgos	<b>Cadet Rep.</b>	Hannah Monahan (HS)
<b>Calendar/Events Coord.:</b>	Nathalie Knife	<b>Social Media:</b>	Karen Medina
<b>Treasurer:</b>	Liz Bonnett	<b>Event Assistant:</b>	Holly Wesner

<p><b>What's New:</b></p> <ul style="list-style-type: none"> <li>● <b>Motivation 2024 Program</b> <ul style="list-style-type: none"> <li>○ Motivate Cadets to do better overall</li> </ul> </li> </ul>	<p><b>Event Recap:</b></p> <ul style="list-style-type: none"> <li>● Cross Country Meet: PTCC Provided water and assistance at the finish line.</li> <li>● Cadet Council has been meeting weekly to plan their Halloween Dance at the Middle School.</li> <li>● Book Fair at Middle School. Raised \$2737</li> </ul>									
<p><b>Upcoming Events:</b></p> <p><b>October</b></p> <ul style="list-style-type: none"> <li>● Wreaths Across America Campaign Kick Off</li> <li>● Der Dutchman Pie Sales Kick Off</li> <li>● Halloween Dance</li> </ul> <p><b>November</b></p> <ul style="list-style-type: none"> <li>● Wreaths Across America</li> <li>● Veterans Recognition Lunch</li> <li>● Veterans Day Parade.</li> </ul> <p><b>December</b></p> <ul style="list-style-type: none"> <li>● Ugly Sweater Contest</li> </ul>	<p><b>Grant and Donation Summary:</b></p> <p><b>Approved by Grant Committee (December)</b>  Proposed Annual Budget = \$13,000  (\$500ea per semester/per Dept.)</p> <table border="1"> <thead> <tr> <th>Location</th> <th>Requested</th> <th>Approved</th> </tr> </thead> <tbody> <tr> <td>High</td> <td>4</td> <td>2</td> </tr> <tr> <td>Middle</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p><b>Total Amount for FY'23/24: \$1,000.00</b></p> <p><i>NOTE: All grants are forwarded to the Finance Dept. for final approval.</i></p>	Location	Requested	Approved	High	4	2	Middle	1	0
Location	Requested	Approved								
High	4	2								
Middle	1	0								