

**SARASOTA MILITARY ACADEMY
BOARD OF DIRECTORS
Tuesday May 28, 2024**

- Call to Order
- Pledge of Allegiance
- Approval of the Minutes -Tab 1
 - April 16, 2024
 - April 29, 2024
- Head of School Report – SMA Prep Tab 2
 - Athletic Director Report
 - Faculty Representative
- Head of School/Provost Report – SMA High Tab 3
 - Athletic Director Report
 - Faculty Representative
- SAI Report - Tab 4
- Treasurer’s Report - Tab 5
 - Monthly Financial Report
- Committee Report – Tab 6
 - Nominating Committee
 - By-Laws Committee
 - PTCC
- Chairperson’s Report
 - Board Advisor
- Old Business
- New Business
- Public Comment
- Meeting Adjournment

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES

16 APRIL 2024

Board of Director Members' Attendance

Present:

Dr. Thomas J. McElheny, Former Capt, USMC, Chair

Erica Gregory, Lt Col, USAF (Ret), Vice Chair

Pete Skokos, Treasurer

Ben Knisely, COL, USA (Ret), Secretary

Brent Bogart, Former LT, USN

Heather Koester, Former SGT, USAR

Carlos Moreira, 1st Sgt, USMCR (virtual)

Jerry Neff, BG, USA (Ret)

Richard Swoope, COL, USA (Ret)

Michael Tollerton, Former CPT, USA (virtual)

Herb Jones, Chair Emeritus

Absent: SMA-COL Tom Vara, Head of Middle School; LTC Cheryl Korwin, Assistant Head of Middle School; LTC Scott Lempe; SMA-CPT Ellie De Murias, Middle School Faculty Representative

SMA Administrative Staff in Attendance:

SMA-COL Christina Bowman, Head of High School/Academy Provost

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

SMA-LTC Abby Williams, Assistant Head of High School

SMA-LTC Steve Kok, Director of Finance

MAJ (Ret) Russ Osterfeld, SAI

SMA-MAJ Charlie Carver, Athletic Director

Guests in Attendance: CW4 Wes Rinehart, JROTC Instructor; CSM Jack Phinney, JROTC Instructor; SMA-MAJ Michael Finley, Drumline Instructor; SFC Ernesto Ramirez, High School Faculty Representative

Location: SMA High School

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

Chair Thomas McElheny started the Pledge of Allegiance.

Chair McElheny amended the agenda to move Mr. Herb Jones to the Chair report and he stated the preliminary budget will be presented at the May board meeting.

Motion to Approve the 26 March 2024 Minutes:

COL Ben Knisely moved to approve the 26 March 2024 minutes; Ms. Heather Koester seconded the motion and the board unanimously approved.

Head of Middle School Report: SMA-COL Tom Vara provided a read-ahead report.

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

SAI Report: MAJ Russ Osterfeld provided a read-ahead report. He mentioned upcoming events such as the Flag Retirement Ceremony. COL Knisely inquired as to the number of ROTC scholarships this year in which MAJ Osterfeld replied there were a few.

Academy Athletics Report: SMA-MAJ Charlie Carver provided a read-ahead report.

Treasurer's Report: SMA-LTC Steve Kok provided a read-ahead report. He discussed the profit and loss statements by campus.

Staff Representatives: N/A

PTCC Report: A read-ahead report was provided.

Bylaws Committee: N/A

Chair Report: Mr. Jones discussed a visit with a prospective donor to the high school campus and was highly impressed by our cadets' presentation and tour. He further stated a donation was made and asking the board to contribute to match the donation.

Chair McElheny shared a presentation with the board that explained the history and founders of SMA with extensive community footprint, the competition with public and new charter schools, and the vision going forward. He discussed taking our unique characteristics and building upon them. Mr. Brent Bogart stated introducing programs that entice new population such as the possibility of becoming a magnet technology school in cyber security. Vice Chair Erica Gregory emphasized that while SMA's offerings are evident, there is a need to introduce new programs.

COL Richard Swoope mentioned the perception has to change with JROTC as the center, to which everything else revolves around that program and values. He further stated the need to push to be better Americans. Chair McElheny stated the strategic plan was created but objectives are just now being identified to put into action. Vice Chair Gregory stated that data is needed for the board to review, in which SMA-COL Bowman stated that she would send exit interviews over the past 4-5 years.

Board: Mr. Carlos Moreira stated routine virtual meets with SMA-CPT Angela Cohen to discuss expanding community outreach including our Veterans population.

Old Business: N/A

New Business: N/A

Public Comments: SMA-MAJ Michael Finley stated cadets in the drumline conduct themselves in the community and can be replicated within every program, as cadets are great marketing tools. SFC Ernesto Ramirez stated that media highlighting programs and values are needed. CSM Jack Phinney stated the attention rates of our cadets is no different than at any other high school and need to look into cadets remaining with SMA after the first two years.

The next board meeting will be on 28 May 2024 at 2:30 pm at the High School campus.

The chair adjourned the meeting at 3:46 pm.

Dr. Thomas McElheny, Chair

Date

COL Ben Knisely, Secretary

Date

Sarasota Military Academy

BOARD OF DIRECTORS

SPECIAL MEETING MINUTES

29 APRIL 2024

Board of Director Members' Attendance

Present:

Dr. Thomas J. McElheny, Former Capt, USMC, Chair

Erica Gregory, Lt Col, USAF (Ret), Vice Chair

Ben Knisely, COL, USA (Ret), Secretary

Brent Bogart, Former LT, USN

Carlos Moreira, 1st Sgt, USMCR (virtual)

Michael Tollerton, Former CPT, USA (virtual)

Absent: Pete Skokos, Treasurer; Heather Koester, Former SGT, USAR; Jerry Neff, BG, USA (Ret); Richard Swoope, COL, USA (Ret)

SMA Administrative Staff in Attendance:

SMA-COL Christina Bowman, Head of High School/Academy Provost

SMA-LTC Steve Kok, Director of Finance

Location: SMA High School

The chair called the meeting to order at 2:29 pm.

SMA-LTC Steve Kok called meeting to approve the tax form 990 with the deadline of 15 May with final review from Kerkering/Barberio.

COL Ben Knisely moved to approve the tax form 990; Vice Chair Erica Gregory seconded the motion and the board unanimously approved.

Mr. Brent Bogart moved to approve the next two years needed to file the tax form 990 for SMA Foundation; COL Knisely seconded the motion and the board unanimously approved.

SMA-LTC Steve Kok stated that FEMA redrew the flood lines and now the middle school gym has five feet that is currently in the new flood zone, increasing expenses to now carry flood insurance for an additional two thousand dollars.

Chair McElheny amended the agenda to move Mr. Herb Jones to the Chair report and he stated the preliminary budget will be presented at the May board meeting.

The chair adjourned the meeting at 3:02 pm.

Dr. Thomas McElheny, Chair

Date

COL Ben Knisely, Secretary

Date

DRAFT

Head of School Report for

May 2024

Enrollment

Grade 6: 154

Grade 7: 164

Grade 8: 152

Total: 470

Campus Life/Events

- 5/3-Gradventure for our 8th-graders
- 5/6-Staff appreciation week
- 5/8-6th-grade cadets trip to the Planetarium
- 5/15-Honor of the Eagle Award (Korwin)
- 5/17-Change of Command
- 5/21-Promotion practice at Bayside Community Church
- 5/21-Promotion ceremony at 6:00 pm
- 5/22-Raiders Awards
- 5/23-Yearbooks distributed
- 5/24-Last day of school for the cadets
- 5/27-Memorial Day Parade
- 5/28-Board of Directors meeting @ HS 2:30 pm
- 5/29-Staff luncheon

Cadet Highlights

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

English:	Lilly Traska	Jamison McGondel
Chorus/Band:	Leiah Cattin	Anthony Ramirez
Girls Soccer:	Jennifer Martinez-Meza	Vanessa Martinez-Meza
Boys Soccer:		Yostin Martinez-Meza

Team Meetings:

- 5/6-Parent Tour
- 5/8-Principal-Sarasota County
- 5/8-Parent Tour
- 5/9-Parent Tour
- 5/15-Cadet schedules for 24-25
- 5/28-Threat Assessment Team

Parent and Community Highlights

-Promotion-The ceremony will be conducted at Bayside Community Church on Tuesday, May 21st @ 6:00 pm.

Attention Items:

- All state and local testing will be complete by the end of the month.
- Yearbook completed and distributed to all cadets by May 23rd. Special thanks to Elizabeth Green and the yearbook staff for a great job.
- Promotion-The ceremony will be conducted at Bayside Community Church on Tuesday, May 23rd @ 6pm.
- Committee will meet to discuss cadet dismissal and probation contracts.
- Final PRIDE evaluations and teacher conferences will be completed by Prep administration.

High School Head of School/Provost Report
May 28, 2024

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:**
 - **Match Employee Salaries to the County Schedule as Increased FTE's Allow**
 - One-time bonus for staff employed with SMA for the 2022-2023 SY and continued employment for the 2023-2024 SY. Distributed 15 May.
 - Board proposed 4% raise for all staff employed for the 2024-2025 SY.
 - **HR:** Reduction/Non-Renewal(6) Resignation(1) Retirement(1)
- **College, Careers, and Citizenship**
 - **2022-2023 School Grade: B**
 - **2023-2024 School Grade: TBD**
 - US History End of Course Exam
 - SMA HS: 79% passing rate
 - District: 75% passing rate
 - State: 68% passing rate
 - Graduation Rates:
 - 2021 93%
 - 2022 95.5%
 - 2023 96.88% Projected
 - 2024 97.93% Projected
 - Graduation Testing Requirement Tracking
 - 2021: Juniors 89 Seniors 48
 - 2022: Juniors 53 Seniors 19
 - 2023: Juniors 51 Seniors 30
 - 2024: Juniors TBD Seniors 16

- **Character and Leadership Development**
 - **JCLC: Junior Cadet Leadership Camp: May 28-31, 2024**
 - CSM Jack Phinney
 - 41 cadets from SMA attending the JROTC Cadet Leadership Camp to complete the leadership camp requirements.

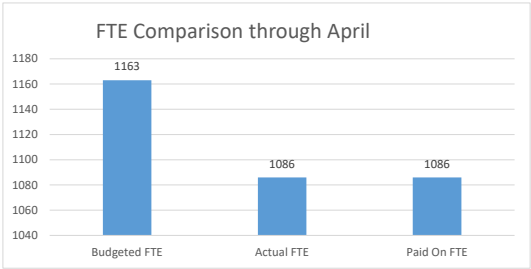
 - **National Flight Academy: May 26-31, 2024**
 - SFC Riess Pellegrino
 - Emerging cadet leaders are required to attend a leadership camp to develop them for their future roles in leadership.
 - The National Flight Academy is something new, which fulfills the "leadership camp" requirement for cadets interested in the STEM program areas.
 - The National Flight Academy in Pensacola at the Naval Air Station (home of the Blue Angels) is designed to address the serious concerns of declining Science, Technology, Engineering, and Math (STEM) skills and standards in our country. The Academy's mission is to inspire students who subsequently return to their parent schools and seek out the more challenging courses in Science, Technology, Engineering, and Math.
 - We have 7 SMA Cadets of the 29 in the Sarasota/Manatee County Area schools. Cadets will depart at 4am May 26 and return at 10pm on May 31st.
 - A total of 48 cadets from Sarasota Military Academy will bring back a variety of new ideas and tools with experiences and memories to use in their roles and responsibilities as leaders on our campus.
 - This will greatly impact our school in the 2024-2025 SY.

 - **S4TL (Seminar for Tomorrow's Leadership) June 16-22, 2024**
 - Florida Southern College
 - Cadet Hannah Monahan (Regimental Staff for SY 2024-2025)
 - Sponsored by Sarasota Southside Rotary Club

Communication/Community Outreach:

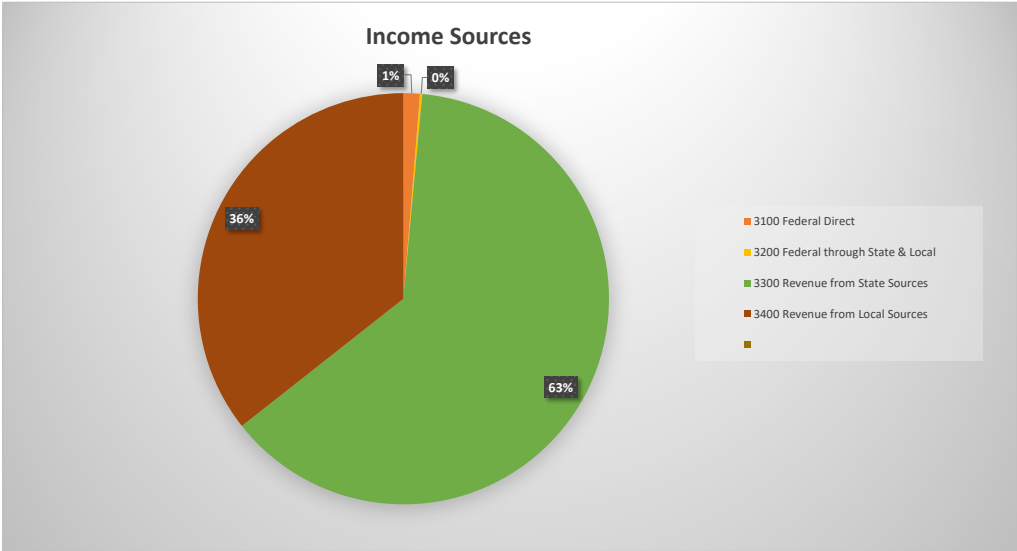
- Memorial Day Parade: May 27, 2024
- Next Meeting: June 18, 2024 2:30 pm High School Campus
 - Annual Meeting

Profit and Loss Pie Charts through April 2024



Income		
3100 Federal Direct	\$	153,309
3200 Federal through State & Local	\$	20,838
3300 Revenue from State Sources	\$	7,454,673
3400 Revenue from Local Sources	\$	4,220,075

Total Revenue \$11,848,895



Expenses		
4100 Salaries	\$5,894,267	
4200 Employee Benefits	\$1,879,001	
4300 Purchased Services	\$1,656,281	
4400 Energy Services	\$240,283	
4500 Materials & Supplies	\$257,687	
4600 Capital Outlay	\$186,349	
4700 Other Expenses (less depreciation)	\$581,031	

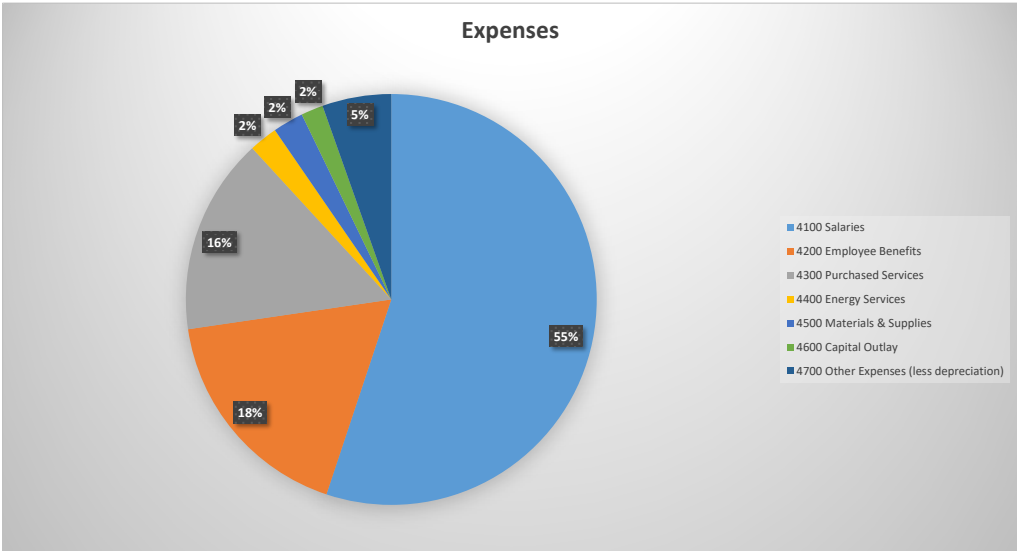
Total Operating Expenses \$10,694,899

Net Operating Income \$1,153,996

Depreciation Expense \$579,695

Lump Sum 1.5 Millage Deposit \$557,419

Net Income \$16,882



Salaries & Benefits Equal 73 % of Operating Budget

Sarasota Military Academy

Balance Sheet- By Campus

As of April 30, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1110 Cash and cash equivalents	2,105,858
8-1111 Sport Team Bank Accounts	38,252
Total Bank Accounts	\$2,144,110
Other Current Assets	
1220 Due from Other Governments	237,379
Total Other Current Assets	\$237,379
Total Current Assets	\$2,381,489
Fixed Assets	\$18,797,370
TOTAL ASSETS	\$21,178,859
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	\$120,176
Credit Cards	\$78,656
Other Current Liabilities	\$1,068,478
Total Current Liabilities	\$1,267,309
Long-Term Liabilities	\$9,164,106
Total Liabilities	\$10,431,415
Equity	
3010 Invested In Capital Assets, Net	8,901,910
3020 Temporarily Restricted Net Assets	84,094
3030 Unrestricted Net Assets	1,187,140
Net Income	574,300
Total Equity	\$10,747,444
TOTAL LIABILITIES AND EQUITY	\$21,178,859

$\$2,381,489 - \$1,267,309 = \$1,114,180$ Working Capital; Up \$96,030

Ratio of Assets to Liabilities = $\$2,381,489 / \$1,267,309 = 1.88$; Up .07

Sarasota Military Academy

Budget vs. Actuals: FY24 Board Approved Budget - FY24 P&L

July 2023 - April 2024

10 Months in should be 84%

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
3100 Federal Direct	153,309	211,080	73.00 %
3200 Federal Through State & Local	20,838	66,350	31.00 %
3300 Revenue from State Sources	7,454,673	8,765,593	85.00 %
3400 Revenue from Local Sources	4,220,075	4,776,652	88.00 %
Total Income	\$11,848,895	\$13,819,675	86.00 %
GROSS PROFIT	\$11,848,895	\$13,819,675	86.00 %
Expenses			
4100 Salaries	5,894,267	6,795,929	87.00 %
4200 Employee Benefits	1,879,001	2,606,979	72.00 %
4300 Purchased Services	1,656,281	2,051,456	81.00 %
4400 Energy Services	240,283	295,638	81.00 %
4500 Materials & Supplies	257,687	380,099	68.00 %
4600 Capital Outlay	186,349	388,833	48.00 %
4700 Other Expenses	1,160,726	1,444,683	80.00 %
Total Expenses	\$11,274,595	\$13,963,617	81.00 %
NET OPERATING INCOME	\$574,300	\$ -143,942	-399.00 %
NET INCOME	\$574,300	\$ -143,942	-399.00 %

Sarasota Military Academy

Profit and Loss - YTD - By Campus

July 2023 - April 2024

	HS	PREP	TOTAL
Income			
3100 Federal Direct	153,309		\$153,309
3200 Federal Through State & Local	16,969	3,869	\$20,838
3300 Revenue from State Sources	4,069,106	3,385,567	\$7,454,673
3400 Revenue from Local Sources	2,408,054	1,812,021	\$4,220,075
Total Income	\$6,647,439	\$5,201,456	\$11,848,895
GROSS PROFIT	\$6,647,439	\$5,201,456	\$11,848,895
Expenses			
4100 Salaries	3,276,760	2,617,507	\$5,894,267
4200 Employee Benefits	1,008,357	870,643	\$1,879,001
4300 Purchased Services	916,511	739,771	\$1,656,281
4400 Energy Services	95,014	145,270	\$240,283
4500 Materials & Supplies	163,091	94,596	\$257,687
4600 Capital Outlay	103,436	82,913	\$186,349
4700 Other Expenses	759,353	401,373	\$1,160,726
Total Expenses	\$6,322,522	\$4,952,073	\$11,274,595
NET OPERATING INCOME	\$324,917	\$249,383	\$574,300
NET INCOME	\$324,917	\$249,383	\$574,300

If you take out the \$557,419 we had deposited from 1.5 Mil, and you discounted the depreciation expense of \$579,695, Net Income would be \$16,882.



Christina Bowman <christina.bowman@oursma.org>

Fwd: My VERY BRIEF resume

1 message

J.Ronald Skipper <rskipper67@icloud.com>
To: Bowman Christina <christina.bowman@oursma.org>
Cc: "McElheny, Thomas J." <tmcelheny@churchplaza.com>

Fri, May 10, 2024 at 10:12 AM

Begin forwarded message:

From: "J.Ronald Skipper" <rskipper67@icloud.com>
Date: May 10, 2024 at 10:10:59 AM EDT
To: "McElheny, Thomas J." <tmcelheny@churchplaza.com>
Subject: My VERY BRIEF resume

I was born and raised in Pensacola and attended Florida State University. Because of my four years in Air Force ROTC, I was commissioned as a second Lieutenant on the day I graduated.

I served for four years on active duty as a Supply Officer. These four years were during the Vietnam years of 1967-1971. I was fortunate to be stationed at Homestead Air Force Base for all four years.

I then attended and graduated from the University of Miami School of Law. While in law school, I decided I did not want to be a trial lawyer. Consequently, I stayed in school another year to earn a Master of Laws degree in Taxation.

Since my wife Ann had grown up in SARASOTA, we moved from Miami to SARASOTA in 1975.

I practiced law in Sarasota for 42 years and retired in 2017. During these years I was certified by The Florida Bar as a specialist in the area of Wills, Trusts, and Estates.

I am a former president of the Southwest Florida Estate Planning Council, former president of the Rotary Club of Sarasota Keys, and a former trustee for 15 years of Mote Marine laboratory.

1979 I was one of nine founders of the Community Foundation of Sarasota County. Our foundation has had phenomenal growth and currently has assets of more than \$500 million.