

**SARASOTA MILITARY ACADEMY
BOARD OF DIRECTORS
Wednesday November 6, 2024**

- Call to Order
- Pledge of Allegiance
- Approval of the Minutes -Tab 1
 - October 4, 2024
- Head of School Report – SMA Prep Tab 2
 - Faculty Representative
- CEO/Head of School Report – SMA High Tab 3
 - Charter Contract Renewal Submission-Approval
 - Out of Field Instructors-Approval
 - Veterans Day Parade
 - 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
 - Revise SMA By-Laws specifically as it relates to the number of Directors serving on the Board.
 - “No less than seven Directors”
 - PTCC
- Chairperson’s Report
- Old Business
- New Business
- Public Comment
- Meeting Adjournment

Sarasota Military Academy
BOARD OF DIRECTORS
EMERGENCY MEETING MINUTES
4 OCTOBER 2024

Board of Director Members' Attendance

Present:

Ben Knisely, COL, USA (Ret), Secretary
Brent Bogart, Former LT, USN
Carlos Moreira, 1st Sgt, USMCR
Jerry Neff, BG, USA (Ret)
Ron Skipper, Former Capt, USAF
Michael Tollerton, Former CPT, USA (virtual)

Absent: Dr. Thomas J. McElheny, Former Capt, USMC, Chair; Erica Gregory, Lt Col, USAF (Ret), Vice Chair; Pete Skokos, Treasurer; Heather Koester, Former SGT, USAR; Richard Swoope, COL, USA (Ret)

SMA Administrative Staff in Attendance:

SMA-COL Christina Bowman, CEO/Head of High School
SMA-LTC Steve Kok, Director of Finance

Location: SMA High School

The chair called the meeting to order at 2:30 pm.

Board started with the Pledge of Allegiance.

Motion to Approve the 27 August 2024 Minutes:

Mr. Ron Skipper moved to approve the 27 August 2024 minutes; Mr. Carlos Moreira seconded the motion and the board unanimously approved.

Treasurer's Report:

Ms. Michael Tollerton moved to approve the Teacher Increase Salary Allocation (TISA); BG Jerry Neff seconded the motion and the board unanimously approved.

Mr. Skipper moved to approve the SMA Operating Audit; BG Neff seconded the motion and the board unanimously approved.

Mr. Skipper moved to approve the SMA Foundation Audit; Ms. Tollerton seconded the motion and the board unanimously approved.

Old Business:

Mr. Skipper moved to approve the Organizational Chart without the Superintendent position; Ms. Tollerton seconded the motion and the board unanimously approved.

New Business:

Mr. Skipper moved to approve the 2024-25 Employee Handbook; Ms. Tollerton seconded the motion and the board unanimously approved.

Public Comments: N/A

The chair adjourned the meeting at 2:34 pm.

Dr. Thomas McElheny, Chair

Date

COL Ben Knisely, Secretary

Date

Head of School Report
For November 2024

Enrollment

Grade 6: 123
Grade 7: 153
Grade 8: 167
Total: 443

Campus Life/Event

- 11/1-Fall Dance
- 11/1-6th-grade field trip to Shelby Gardens
- 11/5-School-wide election through Social Studies classes
- 11/6-Early release for cadets/Professional Development for teachers
- 11/6-Board of Directors meeting @ HS 2:30 pm
- 11/9-Prep Color Guard attending parade at the UTC Mall
- 11/11-PTCC provided lunch for our Veteran's
- 11/11-Veteran's Day Parade
- 11/15-Evacuation drill conducted
- 11/20-School pictures make-up day
- 11/22-Dress Down Day for cadets and staff
- 11/25-11/29-Thanksgiving break

Cadet Highlights

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

Physical Education:	Nicole Gomes Almeida	Jackson McClimans
Military Studies:	Kelly Huynh	Quincy Tran
Math:	Alahna Smith	Ronildo DaSilva

Meetings:

- 11/1-Election meeting with the Social Studies department
- 11/6-PD for staff
- 11/7-Veteran's Day Parade meeting
- 11/14-Administration Team
- 11/18-Safety + Threat Assessment team

Faculty/Staff Highlights

- Prep will continue our push for literacy with ELA classes
- Color Guard will attend UTC Parade-Bill Edwards

Parent and Community Highlights

- 10/25-Final grades for quarter one
- 11/8-Prep enrollment/Information meeting

Security

-Teachers are reminded of safety and security procedures on the campus. There was an emphasis about keeping doors locked and being by your doors during formation and during passing time in case of an emergency.

Attention Item

-None at this time

**SARASOTA COUNTY SCHOOLS
CHARTER SCHOOL
RENEWAL APPLICATION**

Due Date:

November 8, 2024

Contact Information:

Dr. Denise Cantalupo, Executive Director

Phone: 941-927-9000 x32250

Email: denise.cantalupo@sarasotacountyschools.net

Millie Wheeler, Supervisor

Phone: 941-927-9000 x32171

Email: millie.wheeler@sarasotacountyschools.net

Deliver or Mail Hard Copy to:

School Board of Sarasota County
Office of School Choice and Charter
Schools

Blue Awning Building, Room 106

1950 Landings Boulevard

Sarasota, Florida 34231

Email Electronic Document to:

Kelli Anderson, Charter Schools Specialist

941-927-9000 x32262

kelli.anderson@sarasotacountyschools.net



Sarasota Military Academy

November 1, 2024

Sarasota County Schools
Office of School Choice and Charter Schools
1950 Landings Boulevard
Sarasota, FL 34231
Attn: Sarasota County School Board

Re: Charter Contract Renewal

Dear School Board Members of Sarasota County Schools,

On behalf of Sarasota Military Academy High School and Prep Middle School, I am pleased to submit to you this letter of intent along with a renewal application requesting a fifteen-year renewal of our Charter Contract with the Sarasota County School District.

Sarasota Military Academy High School was established in 2002 with the addition of Prep Middle School in 2014. SMA has a long-standing presence in Sarasota and is known to provide a free, values-based quality academic experience within an inclusive and supportive culture for thousands of Charlotte, Sarasota, and Manatee County youth.

With a core focus on preparing students for responsible citizenship in their next steps in life, be that college or careers, SMA differentiates itself by creating a foundation of values and personal character development upon which a life of success, service and a moral compass can be built.

Thank you for your consideration and we look forward to continuing our longstanding partnership with Sarasota County Schools to meet the needs of all students and families in Sarasota County.

Sincerely,

Dr. Thomas J. McElheny
Governing Board Chair
Sarasota Military Academy

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(Governance Structure and Procedures)	
Organizational Charts (High School and Prep Middle School)	
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Board Minutes and Read Ahead	

Renewal Application Cover Sheet

School Name: Sarasota Military Academy
High School
801 North Orange Avenue
Sarasota, FL 34236
School Address: Prep Middle School
3101 Bethel Lane
Sarasota, FL 34240
MSID: 0074
Telephone Number: High School 941-926-1700
Prep Middle School 941-877-7737
Fax Number: High School 941-926-1701
Prep Middle School 941-877-7738

The head of school (Principal, Executive Director, etc.) and/or the charter governing board chair will be contacted by agency staff if there are issues to be resolved in any of the sections.

Head of School Contact Information

Name: Christina Bowman
Title: Head of School High School Campus
CEO
Telephone Number: 941-926-1700 X287
Fax Number: 941-926-1701
Email Address: Christina.bowman@oursma.org

Governing Board Chair Contact Information

Governing Board
Chair's Name: Dr. Thomas J. McElheny
Telephone Number: 941-356-6577
Fax Number: N/A
Email Address: tmcelheny@churchplaza.com

Date Charter School Opened: 08/01/2002
End of Current Charter Term End Date: 06/30/2025
Number of Years Requested for Charter Renewal: 15

Is the school presently designated as a "High Performing Charter School?"
pursuant to Florida Statute § 1002.331.

☐ Yes X ☒ No

Introduction

The contractual agreement between your charter school and the School Board of Sarasota County **will expire on June 30, 2025**. In accordance with Florida Charter Law, a charter may be renewed provided that a program review demonstrates that the criteria in statute have been successfully accomplished and that none of the grounds for nonrenewal have been documented pursuant to F.S. § 1002.33.

The School Board of Sarasota County is committed to continued sponsorship of charter schools that demonstrate academic success, fiscal accountability, and appropriate governance. To demonstrate a successful charter school program, the completion of the charter renewal application must present evidence of success in this format. A successful completion of the renewal of a charter will be an articulate, affirmative response, based on clear credible evidence, to the questions that guide charter school accountability. It must also offer compelling answers to questions about the school's future plans. This charter renewal application should be a sound, well-supported explanation of why the School Board of Sarasota County should renew a school's charter.

In conducting a contract renewal review, the sponsor will focus its analysis on the school's performance in three categories:

1. Educational performance
2. Financial performance
3. Organizational performance

Florida Statute § 1002.33 states the Sponsor shall make student academic achievement for all students the most important factor when determining whether to renew or terminate the charter. While an initial charter application addresses future plans, the renewal process focuses on demonstrated, documented performance. A successful charter renewal application will be able *to stand on its own* as a clear and credible explanation, addressing both the school's strengths and weaknesses, of why the school's charter should be renewed. The explanation should be complete and should not require further explanation or clarification by the school. The charter review team of reviewers should not have to guess at the meaning of sections or statements or make any assumptions about why the evidence presented is an appropriate or compelling answer to a question. Like a well-written business plan or legal brief, the charter renewal application should not leave to the reader any responsibility for deciphering the explanation or interpreting the evidence presented. Successful renewal documents will identify strengths, as well as weaknesses, and will explain why the weaknesses do not outweigh a school's strengths. In addition, plans to address major weaknesses will be clearly outlined.

Renewal Application Submittal Process and Timeline

The charter renewal application deadline is **4:00 PM Friday, October 25, 2024**.

Here is an overview of the charter renewal application submission process, timeline, and other relevant details.

- **Formatting:** The text and attachments must use standard one-inch margins, be clearly paginated, and use a traditional typeface (e.g., Times New Roman, Calibri, or Arial), no smaller than 11-type size. If a template is included in this document for a particular requirement, please fill in the template using the formatting provided. If narrative response requires an attachment as evidence, please cite in the narrative and attach as an Appendix.
- **Data:** Tables, graphs, and other data, including student achievement data, must be clearly presented, clearly explained, and directly relevant to the text.
- **Appendices:** Attachments must be clearly labeled and referenced in the Table of Contents.
- **Renewal Application Checklist and E-Binder Organization:** A copy of the renewal checklist noting that all items not indicated as already on file are included in the digital submission. The compliance documents can be saved to a separate folder on the USB drive and do not need to be included in the printed copies. Include the digital file name on the checklist next to the corresponding compliance item.

The charter school must submit **ten (10) bound copies** of the charter renewal application and **one (1) USB electronic copy** to:

School Board of Sarasota County
Office of School Choice and Charter Schools
Blue Awning Building, Room 106
1950 Landings Boulevard
Sarasota, Florida 34231

The charter renewal application must contain:

- Signed Letter of Intent from the School's Governing Board Chair
- Charter Renewal Cover Sheet
- Table of Contents
- Executive Summary
- Tabbed Sections
- Charter Renewal Statement of Assurances and Certificate of Acknowledgement
- Consecutive page numbers throughout including attachments and aligned with the table of contents
- Proper sources referenced on all tables, graphs, and other data

A renewal site visit will be conducted at the charter school and scheduled in conjunction with the governing board, school administration, school staff (as applicable), and district staff.

A charter contract may be negotiated concurrently with the charter renewal application process; however, a charter contract will not be finalized and recommended for public hearing until school board approval of charter renewal application.

Anticipated Key Dates

Renewal Event	Tentative Dates*	Description
Contract Renewal Informational Meeting	July-August	Overview of the contract renewal process with head of school and key stakeholders.
Renewal Application Template Provided to Applicant	July-August	Charter Renewal Application Template and guidance provided to head of school.
Contract Renewal Application Packet Due	October 25	The school submits its application packet for charter renewal to the Office of School Choice by 4:00 p.m. on October 25, 2024
Application Packet Review	November - February	District staff will review and evaluate the application packet and will work with the head of school to request any additional information or revisions to application packet.
School Site Visits	August - December	On-campus site visit to review and evaluate evidence of criteria prepared and organized by the school.
School Board Workshop	January - February	Head of School and Governing Board members may be asked to participate in School Board Workshop.
School Board Vote on Renewal	February - March	School Board votes to approve/deny charter application.
Contract Negotiations	May begin upon review, completion until finalized	Designated school representatives will meet with district staff and the district's attorney, as necessary, to negotiate the terms of the contract.
School Board Vote on Contract	April - May	The School Board will render a final decision regarding the negotiated contract.

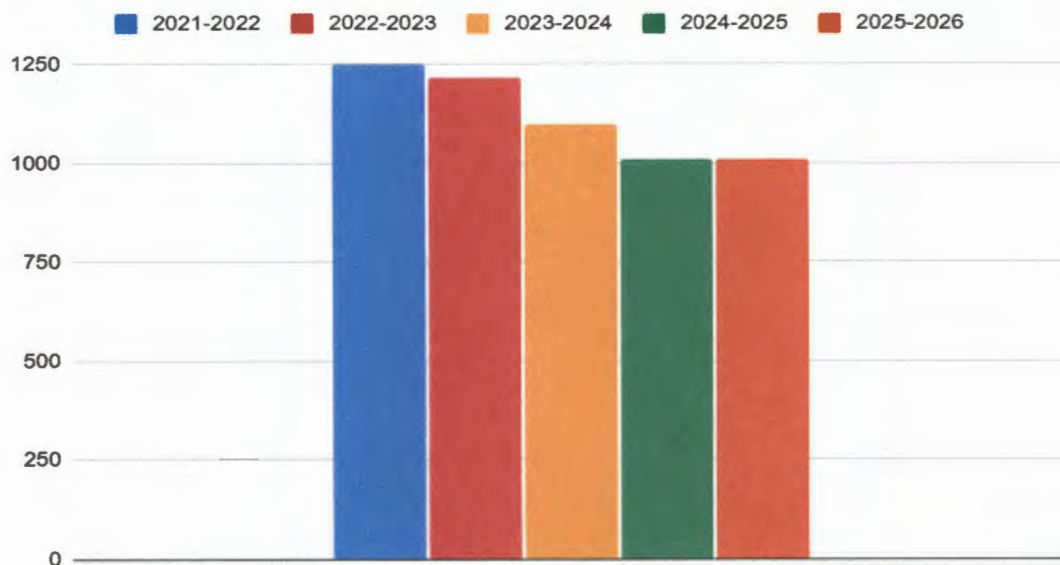
*Dates and site visit methods are subject to change.

Executive Summary

The Executive Summary should provide a concise overview of the current charter school, detailed student demographic information, and a summary of any proposed changes to the school's educational program.

School Name : Sarasota Military Academy	Name of Legal Entity : Sarasota Military Academy, Inc.				
School Number (MSID) : 0074	Location High School 801 North Orange Avenue Sarasota, FL 34236 Prep Middle School 3201 Bethel Lane Sarasota, FL 34240				
Head of School, Title: SMA-Col Christina Bowman High School SMA-Col Tom Vara Prep Middle School	Board Chair : Dr. Thomas J. McElheny				
Management Company (ESP) : N/A					
Opening Year : 2002	Current Contract Term : 8 Years				
Requested Charter Contract Term : 15 Years	Current Grades Served : 6-12				
Current Enrollment : 998	Maximum Enrollment (Contract capacity) : Prep: 630 HS: 750				
Student Waitlist (Yes or No) : No (If Yes, include #) :	Meets Class Size Requirement (Yes or No) : Yes				
Meets Class Size Requirement (Yes or No) : Yes	Fiscally Sound (Yes or No) : Yes (If No, list the financial status) :				
High Performing (Yes or No) : No (If Yes, include year of receipt/may also list year span in which previously designated if it has been removed)					
Mission Statement: 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.					
Vision Statement: To equip cadets with the skills, values and education that will enable them to lead productive and fulfilling lives.					
Target Population: Students in grades 6-12 from Sarasota, Manatee and Charlotte Counties					
Curriculum Focus: Sarasota Military Academy follows the District Student Progression Plan while emphasizing college, careers, citizenship and character and leadership development through the Military Studies Program at SMA Prep Middle School and the Seven Army Core Values of the JROTC Program at the High School.					
Student Demographic Totals					
% FRL/CEP 57%	% Minority 52.7%	% Students' w/Disabilities 18.81%	% 504 11%	% Gifted 2.7%	% ELL 32.46%

- Summary chart showing 5 year projection and enrollment trends.



- Percent and number of ESE and ELL students, and the total number as of the **February 2024 Survey** period:
(Complete the following charts or insert your own chart(s) with the same information.)

	NUMBER OF STUDENTS							
GRADE LEVEL	ESE [IEPs]		ESE GIFTED [EPs]		ELLs		TOTAL	
	%	#	%	#	%	#	%	#
6	11.5	18	1.3	2	16.7	26	29.5	46
7	21.8	36	3.0	5	1.2	2	26.0	43
8	9.2	14	2.6	4	32.0	49	43.8	67
9	21.7	34	2.5	4	10.8	17	35.0	55
10	15.2	25	1.8	3	11.6	19	28.6	47
11	14.4	21	2.1	3	8.2	12	24.7	36
12	25.5	28	4.5	5	11.8	13	41.8	46

- Ethnicity and socioeconomic status composition of school for **2023-2024** school year. Please report the percent and number of students in each category.

GRADE LEVEL	Ethnicity/Race												Low Income			
	White		Black/African-American		Asian		Hispanic		Native American		Other		Free Lunch		Reduced Price Lunch	
	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#
K																
1																
2																
3																
4																
5																
6	39.7	62	5.1	8	5.8	9	44.2	69			5.1	8	*	*	*	*
7	42.4	70	4.8	8	2.4	4	46.7	77			3.6	6	*	*	*	*
8	49.0	75	2.0	3	0.7	1	39.2	60			9.1	14	*	*	*	*
9	43.9	69	7.0	11	2.5	4	42.0	66			4.4	7	*	*	*	*
10	45.7	75	7.3	12	1.8	3	38.4	63			6.7	11	*	*	*	*
11	52.0	76	5.4	8	2.1	3	38.3	56			2.1	3	*	*	*	*
12	42.7	47	7.3	8			44.5	49			5.5	6	*	*	*	*

*Free and Reduced Lunch Grades 6-12 52.0%

- Please include any information about your students or the services that you provide to those students that you might consider unique to your school.

Sarasota Military Academy High School was established in 2002 with the addition of Prep Middle School in 2014. SMA has a long-standing presence in Sarasota and is known to provide a free, values-based quality academic experience within an inclusive and supportive culture for thousands of Charlotte, Sarasota, and Manatee County youth.

With a core focus on preparing students for responsible citizenship in their next steps in life, be that college or careers, SMA differentiates itself by creating a foundation of values and personal character development upon which a life of success, service and a moral compass can be built.

- Please describe any future plans to add/change grade levels served, projected enrollment and/or enrollment capacity.

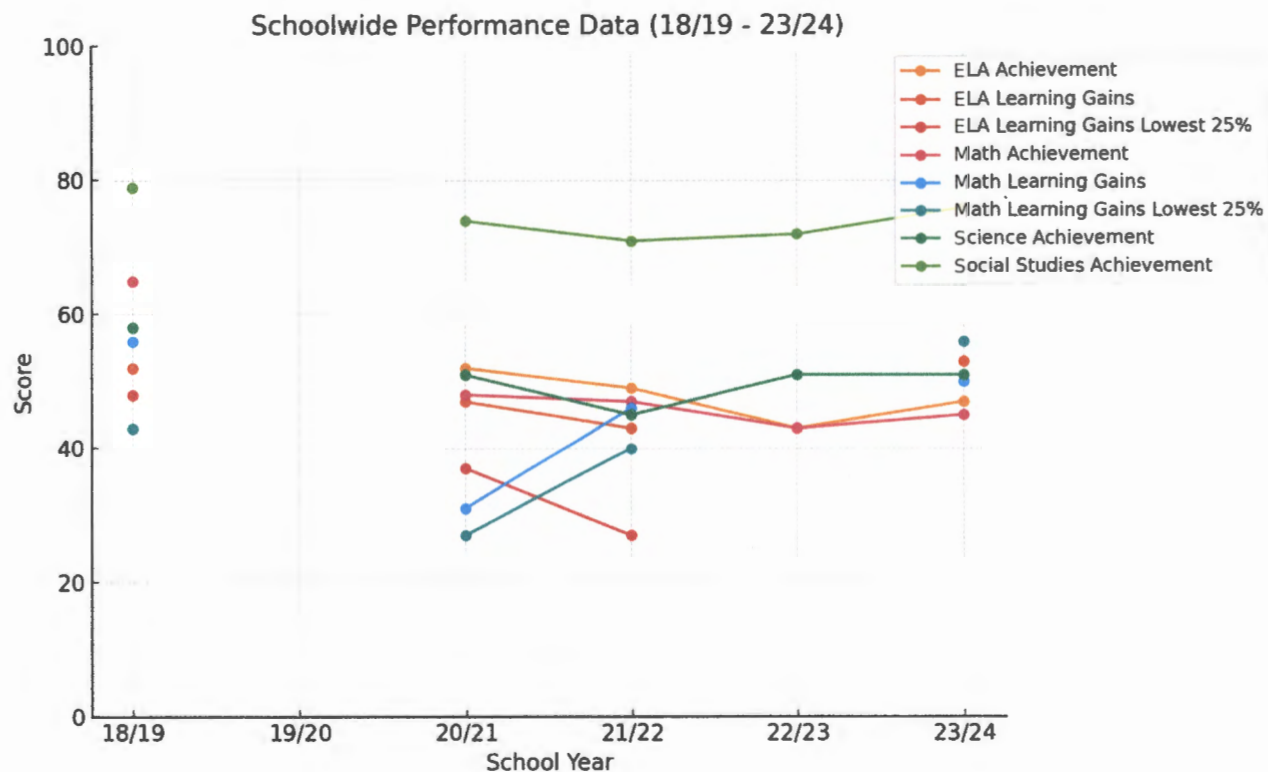
No plans to implement changes.

Section I. Student Achievement

The Charter School should present evidence in support of the school's attainment of high levels of student achievement and growth.

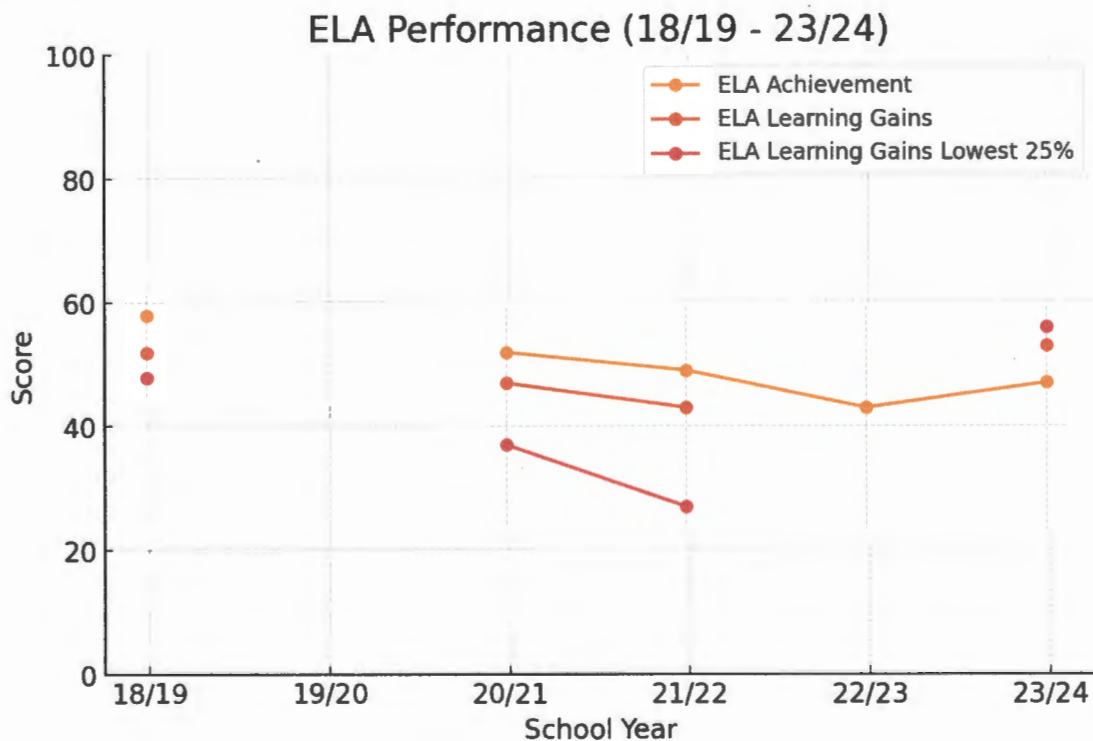
- Please provide the following data:
 - A graph or chart showing 5-year trends in English/Language Arts, Mathematics, and Science achievement (percent proficient) based on state assessments, End-of-Course (EOC) exams and any other data that may be relevant.

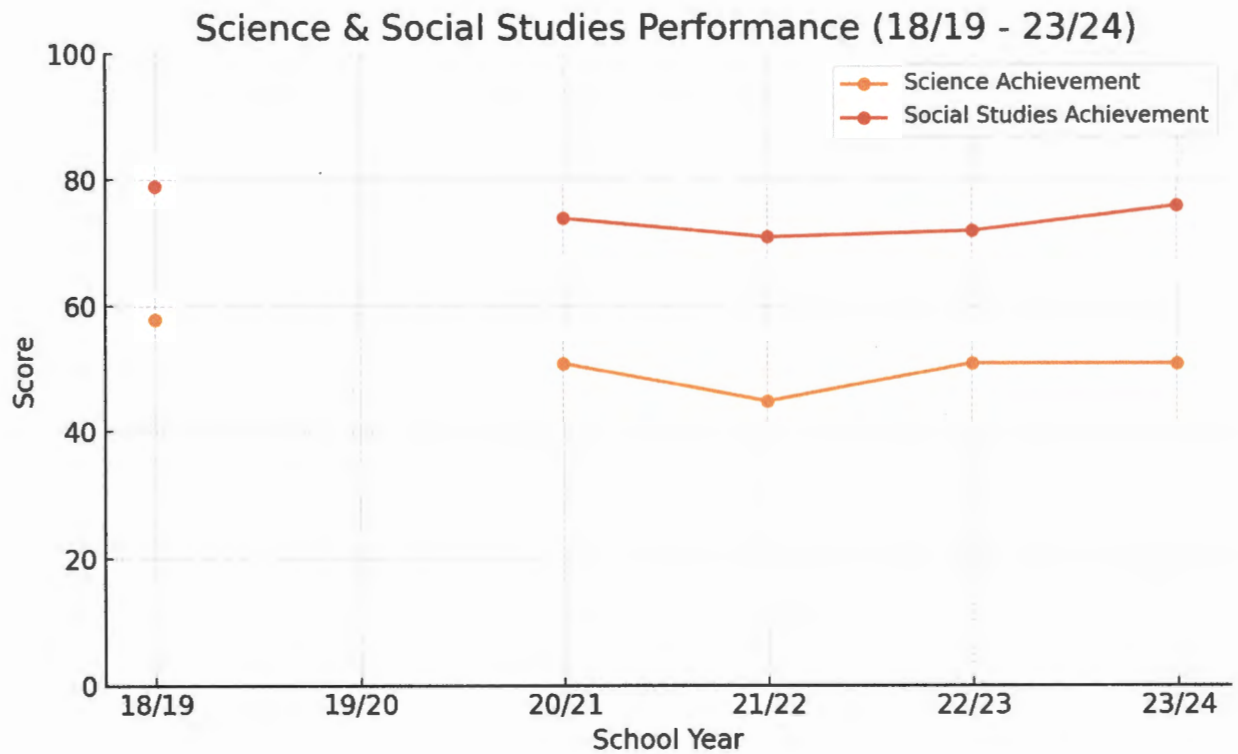
			23/24	22/23	21/22	20/21	19/20	18/19
Whole School								
ELA Achievement			47	43	49	52		58
ELA Learning Gains			53		43	47		52
ELA Learning Gains Lowest 25%			56		27	37		48
Math Achievement			45	43	47	48		65
Math Learning Gains			50		46	31		56
Math Learning Gains Lowest 25%			56		40	27		43
Science Achievement			51	51	45	51		58
Social Studies Achievement			76	72	71	74		79



1. **ELA Performance (18/19 - 23/24)**
2. **Math Performance (18/19 - 23/24)**
3. **Science & Social Studies Performance (18/19 - 23/24)**

Each graph displays achievement scores, learning gains, and relevant growth metrics over the school years.





- A summary chart showing the 5-year history of the accountability ratings (school grades) for your school. (You can access/print from FL DOE website.)

	23/24	22/23	21/22	20/21	19/20	18/19
Total Points	632	400	570	566		662
Percent	57	57	52	51		60
Grade	B	B	C	C	NG	B

- A summary chart showing the 5-year trend in retention by grade level. For high schools, a summary chart with 5-year graduation & dropout rates.
- Grades 9-12 Graduation and Dropout Rates 2018 - 2023

Year	Graduation Rate	Dropout
2022 - 2023	95	1.3%
2021 - 2022	93	3.0%
2020 - 2021	97	1.9%
2019 - 2020	94	3.1%

2018 - 2019	N/A	1.5%
2017 - 2018	95	

○ Retention Rate Trend (5 year)

Grade/Year	19/20	20/21	21/22	22/23	23/24
6	1	1	0	0	0
7	0	0	0	0	0
8	0	0	0	0	1
9	3	6	6	4	2
10	7	13	11	7	8
11	0	7	7	3	6
12	3	2	1	1	0

- Please provide a brief narrative highlighting those areas that you feel reflect the most significant student achievement accomplishments for your school.

Our school's performance has shown significant improvement, with our overall grade increasing from a C to a B. In the 2023-2024 school year, nearly all content areas assessed saw growth, with substantial gains in reading and math for the lowest 25% of students. Specifically, reading learning gains for the lowest-performing 25% of students increased from 27% in 2021-2022 to 56% in 2023-2024. Similarly, math learning gains in the lowest 25% improved from 40% to 56% during the same period. These figures represent the highest percentages our school has achieved in the past five years. Additionally, achievement in science and social studies has steadily risen over recent years, and our graduation rate remains strong, consistently ranging in the mid to high 90s.

- Please describe any discrepancies in goals between the 2023-24 School Improvement Plan (SIP) or internally established educational goals, and the performance data from 2024. Please address the goals and targets established for the 2024-25 SIP or internally established academic plan.

For the Prep, a key objective for our school is to reduce the number of students scoring at Level 1 in both Reading and Math. In the 2023 school year, our Level 1 results were as follows: ELA – 158 students, Math – 124 students. In 2024, we saw improvement with ELA dropping to 114 students and Math to 87 students. While this progress is encouraging, we are committed to continuing this positive trend and further reducing the number of Level 1 students on our campus.

For the High School, increasing the graduation rate and lowering the number of students who score a level 1 on their 10th grade FAST test. Additionally, the Algebra 1 scores are an area that has been highlighted as an area of focus. For the 2023-2024 school year the ELA scores increased by 5%, and the SWD students increased their scores by 2%. Additionally, the math EOC scores are an area that has

been highlighted as an area of focus. The Algebra 1 scores decreased by 14%, and the Geometry scores increased by 7%

- In any area in which there is needed improvement, please highlight the strategies in place to remediate problems or strengthen achievement.

Our school has identified a critical need to improve literacy across all grade levels, with particular concern regarding Level 1 reading and math scores. Research underscores that literacy is foundational to academic success; students who struggle with reading comprehension are likely to face challenges in all subject areas. As such, enhancing literacy is a key strategy to improve overall academic performance.

Intervention Strategies:

1. **Leader in Me (LIM) Schoolwide Program:**
We have implemented the *Leader in Me* program, which fosters a growth mindset for both students and staff by promoting a paradigm shift in education. This program is structured around the *7 Habits of Highly Effective People*, which serve as guiding principles for personal and academic development:
 - Be Proactive
 - Begin with the End in Mind
 - Put First Things First
 - Think Win-Win
 - Seek First to Understand, Then to Be Understood
 - Synergize
 - Sharpen the Saw
2. **Schoolwide Vocabulary Initiatives:**
Enhancing vocabulary across all subject areas to support reading comprehension and subject-specific literacy.
3. **Content Area Reading:**
Integrating reading comprehension strategies within content-area instruction to promote literacy across disciplines.
4. **Scheduled Library Visits Through ELA Classes:**
Structured library visits to encourage independent reading and improve literacy skills.
5. **ELA Novel Studies:**
Engaging students in in-depth novel studies to build reading comprehension, critical thinking, and analytical skills.
6. **Reading Incentives:**
Implementing a reward system for students who independently read and complete books, fostering a culture of reading for enjoyment and growth.
7. **Independent Reading Books -** As a part of the students uniform, students are required to have an Independent Reading Book at all times. The book is selected by the student and is encouraged to be for entertainment. Teachers include time to read in their classrooms weekly

High Impact Teaching Strategies (HITS):

To further empower students to take ownership of their academic growth, teachers will focus on three of Hattie's High Impact Teaching Strategies (HITS):

1. **Goal Setting:**
Teachers and students will collaboratively set individualized learning goals, based on analysis of progress monitoring and FAST achievement data. These goals will be measurable and aligned with the expected outcomes from progress monitoring and FAST results.
2. **Feedback:**
Data conferencing will be utilized as a method for teachers to provide students with feedback. These conferences offer opportunities for dialogue about the students' data, helping them understand their progress and areas for improvement.
3. **Metacognitive Strategies:**
Students will develop expertise in interpreting their own data, setting strategies to meet their learning goals, and fostering a growth mindset. This approach encourages students to focus on personal growth and achievement, moving from a fixed to an open mindset.

By integrating these literacy-focused interventions and instructional strategies, we aim to significantly improve reading comprehension and overall academic achievement across our campuses.

Section II. Academic Program

The Charter School should briefly describe the educational program/model currently in place and discuss the proposed changes to the charter, if any, for the school's educational program design and/or curriculum.

- Describe the educational program design and curriculum. If the school serves middle and/or high school grade levels, please describe acceleration and course recovery options offered.

SMA High School and Prep Middle School follow the District Student Progression Plan.

Sarasota Military Academy is a public charter school providing educational opportunities for students grades 6-12 at two different locations. Students in grades 6-8 are required to participate in military studies and character development with a learner-centered approach. The Learner in Me program in conjunction with military studies sets the tone for a growth mindset within the educational environment and beyond. In addition, to the Florida state instruction curriculum standards offered, acceleration opportunities are available as well. Students can earn high school credits in Math, Science, and World Languages while in middle school. In rare instances, course recovery is necessary for some students. Course recovery for each grade level is available at the end of each quarter starting with the first quarter of grading. Students will follow an individualized plan to show mastery of the subject area. Summer school is also offered for grades 6-8 for those students who do not complete course recovery.

Students in grades 9-12 also follow the Florida state curriculum requirements to meet the requirements for high school graduation. However, the foundation of the academy is the full participation of the student body in the Army JROTC program. All students wear the U.S. Army uniform to set the tone for a professional learning environment. In addition to the state required courses, unique opportunities in Fencing, Archery, Band, Chorus and Drumline are available to all students. All course offerings are designed to meet and exceed district and state standards. In addition, Advanced Placement and Honors courses are offered in each content area to provide a well rounded educational experience. Students are also afforded the opportunity to participate in Dual Enrollment Courses off campus. In addition, 12th grade students can elect to participate in On the Job Training (OJT) as part of their high school coursework to prepare for post secondary life. In rare instances, course recovery is necessary for some students. Arrangements for course recovery are made on an individual basis, whether it is taking an online course or retaking a course in person to recover the grade.

- If any changes will be requested for the new term on the charter, please describe each of the following:
 - The proposed changes/modifications to the school's academic program.

No changes expected but SMA reserves the right to adjust academic programs as needed.

- Any new instructional approaches planned for the future.

The Middle School will embark on a Leader in Me (LIM) school wide program.

LIM involves a paradigm shift in education and a growth mindset for students and staff. LIM works on the 7 Habits of Highly Effective People:

- 1) Be Proactive
- 2) Begin With the End in Mind
- 3) Put First Things First
- 4) Think Win-Win
- 5) Seek First to Understand, Then to Be Understood
- 6) Synergize
- 7) Sharpen the Saw

- The changes to the school's course offerings and how the new courses align with the school's program of study.

SMA High School plans to begin offering a course aimed at HAM Radio certification and Digital Communication Literacy. This will enhance our students' ability to become contributing members of society on a unique level.

- Any new instructional materials/resources planned to support/align with the planned academic program changes.

SMA, grades 6-12, will stay current with appropriate resources for evolving student needs for the curricular structure.

- Does the school plan to develop or adopt additional academic standards beyond those mandated by the state? If yes, explain the types of standards, content areas and grade levels.

SMA, grades 6-12, does not plan on developing or adopting any additional standards beyond the state mandates. SMA reserves the right in the future to add standards if the school identifies a student need.

Section III. Services for ESE and ELL Students

The Charter School should briefly discuss the services and instructional programs provided to students with disabilities and English Language Learners (ELL).

- Describe how your program has met the needs of students with disabilities enrolled in your school. Documentation should include an overview of your ESE services and compliance documentation, as well as a summary of any state program review audits that have been performed at your school, and/or any complaints which have been filed against the school regarding ESE and their findings.

The Exceptional Student Education (ESE) program at SMA High School is designed to meet the individual needs of students with disabilities by providing specialized instruction and support services. For each student with a disability, the school develops an IEP, which outlines personalized learning goals, accommodations, modifications, and services. The IEP is created in collaboration with teachers, parents, special education staff, and the student. This process ensures that instruction and assessments are tailored to the student's unique learning needs. SMA provides inclusive education where students with disabilities are integrated into general education classrooms with the necessary support from ESE teachers. Teachers and staff are trained to understand and implement strategies to support students with disabilities. This includes learning about different disabilities, instructional techniques, and behavior management strategies to create a positive and effective learning environment. For students with behavioral challenges, the school's ESE program implements Behavior Intervention Plans (BIPs) and Functional Behavioral Assessments (FBA) as part of the IEP. These plans use positive behavior support to help students improve their behavior and reduce disruptive incidents. The ESE program maintains ongoing communication with families to ensure that parents or guardians are actively involved in their child's education.

SMA HS had 2 IEP audits. In Oct of 2022 3 IEPs were selected to be audited and again in September of 2023 2 IEPs were selected to be audited. All of the IEP's that were audited were found to be in compliance.

The Sarasota Military Academy Prep ESE Program has met the needs of students with disabilities enrolled in our school because our ESE services include specially designed instruction to meet the unique needs of each student. Our ESE Department provides tailored support to ensure our students can participate in and access learning within the general education classroom setting as much as possible. Each of our ESE students is assigned to a certified ESE Educator who works with the student, the student's teachers and collaborates with the student's family to maximize communication and student success at Sarasota Military Academy Prep. The ESE Instructional Facilitator and Department Head oversees the implementation of best practices for inclusive education. The ESE Department provides additional support and services before school, during lunch time and during school. The ESE Team provides support to faculty and staff regarding ESE students and best practices. Collaboration between the ESE Department, ESE Certified Teachers and classroom teachers occurs on a consistent basis. ESE Certified Teachers tailor their schedules to meet the needs of each ESE student. Push-in instruction is consistently monitored and adjusted based on the students' needs. Administration feedback is provided following evaluations and includes specific items concerning SWD support. The ESE Teachers are in the general education classrooms with their assigned caseload students and also in the IEP Meetings with the students. Communication in the ESE Department is handled collaboratively in a team dedicated approach for the benefit of each ESE student. Communication with families is of significant importance.

The compliance documentation completed by the ESE Teachers include their assigned student caseload ESE rosters and time spent with their students to service their students' goals. The ESE Departmental

compliance documentation includes FTE ESE Local Processing Reports which identify students' exceptionalities, services, IEP plan dates, and evaluation dates to ensure compliance with Sarasota County School District requirements and Florida state program review audits.

No complaints have been filed against the school regarding the ESE Department.

- Describe what steps your school has undertaken to provide support to English Language Learner students.

Upon enrollment in the school, parents complete a home language survey to identify if the student speaks a language other than English at home. If the survey indicates a need, students are assessed using an English proficiency test (WIDA) to determine their level of English fluency in listening, speaking, reading, and writing. This assessment is done within the first 10 days of enrollment. SMA provides ESOL students with push in services, whereby students are given support in the general education classroom. The teachers are trained to differentiate instruction and scaffold the learning materials to ensure that the ESOL students are improving their speaking, reading, writing, and comprehension skills. ESOL students are regularly assessed to monitor their language proficiency and academic progress. Based on the results of the assessment, the teachers adjust instruction, accommodations, and services to ensure that students continue to make progress. Once ESOL students demonstrate proficiency in English through testing and classroom performance, they may be exited from the ESOL program. The ESOL Liaison along with the classroom teachers continue to monitor former ESOL students' progress to ensure they are successful in mainstream classes without needing additional language support.

Sarasota Military Academy Prep supports the English Language Learner students through support in the classrooms, accommodating the students with dictionaries, computers, one on one assistance and there is an ESOL teacher that pushes in to the students in their classrooms to either assist them or check-in if they need assistance in the class that they are attending.

- Describe any plans for changes in level of services to be provided for ESE and/or ELL students and provide a rationale or support for the proposed change.

No changes are planned.

- If a state/district audit or on-site monitoring visit resulted in findings of non-compliance with ESE and/or ELL requirements, please address measures taken by school to remedy the deficiencies and ensure future compliance.

N/A

- If applicable, address any complaints filed against the school within the past 5 years with regard to ESE and their findings.

N/A

Section IV. Human Resources, Staffing and Teacher Qualifications

- Please submit the following information about your current **2024-2025** instructional staff:

GRADE LEVEL	NUMBER OF HIGHLY QUALIFIED TEACHERS	NUMBER OF TEACHERS OUT-OF-FIELD	NUMBER OF TEACHERS WITH ESE CERTIFICATION	NUMBER OF TEACHERS WITH ELL ENDORSEMENT	NUMBER OF TEACHERS WITH READING ENDORSEMENT
6-8	21*	2	8	4	4
9-12	30**	4***	8	8	5

*The Prep Middle School teachers instruct multiple grade levels.

**The High School teachers instruct multiple grade levels in their classes.

***There are three instructors that are only out of field for one class.

- If there are grade levels without teachers holding credentials to provide ESE, ELL or specialized Reading services, how are students in those grade levels accommodated?

While several of SMA's teachers are certified in ESE, ESOL Endorsed, ESOL K-12 and Reading Endorsements or Reading K-12, we also provide push-in services with a heavy focus on Math and Reading while still meeting IEP requirements. SMA also provides Intensive Language Arts/Reading courses where all instructors are Reading Endorsed.

- Describe your process for monitoring and ensuring compliance with teachers who are considered "out-of-field."

TEACHING OUT-OF-FIELD POLICY

- The employment or assignment of out-of-field teachers may occur when a qualified and appropriately certificated teacher is unavailable. Any teacher who is employed or assigned out-of-field shall be required to satisfy the course credit requirement in State Board of Education Rule 6A-1.0503 if she/he is appointed in a subsequent school year(s). The deadline for earning the six (6) semester hours of college credit or equivalent in the appropriate field shall be one (1) calendar year from the date of initial appointment to the out-of-field teaching assignment.
- The Executive Director of Schools shall report to the SMA Board of Directors any teacher who is assigned to teach a subject(s) for which he/she is not properly certificated. Such reports shall be filed at the beginning of the school year, or if changes occur thereafter, and shall include the following information: teacher's name, the certificate area(s) on the Florida Educator Certificate, the out-of-field assignment and the justification. The SMA School Board's minutes shall reflect such approvals.
- SMA shall report out-of-field teachers on their website within thirty (30) days after the first day of school and the parents of all students in the class shall be notified in writing of such assignment.

- 4) The SMA Board shall recommend the Executive Director and Head of School adopt a plan to assist any teacher teaching out-of-field.

The CEO monitors instructors who are identified as out-of-field and counsels them to take the appropriate assessment to add the out-of-field content area to their teaching certificate. Historically, teachers identified as out-of-field are generally out-of-field for one class period in an elective.

- Provide the percent of instructional staff rated as Highly Effective, Effective, Needs Improvement/Developing and Unsatisfactory for previous two school years (if available).

WAITING ON DISTRICT TO PROVIDE EVALUATION DATA

- Provide the rate of administrative and staff turnover for the last five years. Describe your procedures for recruiting and retaining highly qualified staff.

YEAR	TEACHER/STAFF TURNOVER
2024-2025	Non-returning Instructors: 12
	Non-returning Support Staff (Counselor/Clerical etc.): 3
	Hire Instructors: 5 Hire Support Staff: 3
	Reduction in Staffing
2023-2024	Non-returning Instructors: 24
	Non-returning Support Staff: 2
	Hire Instructors: 15 Hire Support Staff: 2
	Reduction in Staffing
2022-2023	Non-returning Instructors: 15
	Non-returning Support Staff: 5
	Hire Instructors: 14 Hire Support Staff: 5
2021-2022	Non-returning Instructors: 10
	Non-returning Support Staff: 5
	Hire Instructors: 10 Hire Support Staff: 5
2020-2021	Non-returning Instructors: 8
	Non-returning Support Staff: 1
	Hire Instructors: 8 Hire Support Staff: 1
YEAR	ADMINISTRATORS
2024-2025	Prep Middle School: Head of School Tom Vara
	Prep Middle School: Assistant Head of School: Dr. Cheryl Korwin
	High School: Head of School: Christina Bowman
	High School: Assistant Head of School Abby Williams Caitlin West

	CEO: Christina Bowman
2023-2024	Prep Middle School: Head of School Tom Vara
	Prep Middle School: Assistant Head of School: Dr. Cheryl Korwin
	High School: Head of School: Christina Bowman
	High School: Assistant Head of School Abby Williams Caitlin West
	CEO: Christina Bowman
2022-2023	Prep Middle School: Head of School Tom Vara
	Prep Middle School: Assistant Head of School: Becky Morris Lisa Currie
	High School: Head of School: Christina Bowman
	High School: Assistant Head of School Abby Williams Caitlin West
	CEO: Christina Bowman
2021-2022	Prep Middle School: Head of School Tom Vara
	Prep Middle School: Assistant Head of School: Becky Morris Lisa Currie
	High School: Head of School: Fred Fout
	High School: Assistant Head of School Abby Williams Caitlin West
	CEO: Christina Bowman
2020-2021	Prep Middle School: Head of School Tom Vara
	Prep Middle School: Assistant Head of School: Becky Morris Lisa Currie
	High School: Head of School: Fred Fout
	High School: Assistant Head of School Abby Williams Catherine Rodriguez
	CEO: Christina Bowman

Recruiting and retaining talented, committed, and engaged staff members in the right roles is critical to our Cadets' and to the Academy's continued success. The focus is on hiring the most qualified person for each role and ensuring that decisions are based on appropriate considerations and not motivated by protected characteristics or protected conduct. Everyone involved in recruiting or hiring on the Academy's behalf must understand and comply with this our Equal Employment Opportunity Policy.

SMA utilizes INDEED to post positions as well as the Careers page on our website and Facebook. All cover letters and resumes are submitted to the CEO for review and distribution to Department Leaders for review. Word of mouth regarding open positions is popular among our staff, families and community. SMA also provides an Employee Referral Program as follows:

EMPLOYEE REFERRAL PROGRAM

SMA knows that our own employees are the best source of knowing who would be a person with the skills and experience we look for in new employees. To further that end, SMA has an Employee Referral Program that provides employees a Referral Bonus if all of the following conditions are met.

1. The referring employee refers a Successful Candidate to SMA by delivering an Employee Referral Form, the candidate's cover letter, and the candidate's resume to the Director of Human Resources before SMA receives any communications from or regarding the candidate.

2. When the candidate applies for the position, the candidate mentions the referring employee's name.
3. SMA hires the referred candidate for the position sought and both the hired candidate and the referring employee remain employed at SMA in good standing on the Referral Bonus Payment Dates.

Referral Bonus Amounts:

- For each Successful Candidate hired into non-exempt (hourly) position, the referring employee will receive \$125.00.
- For each Successful Candidate hired into a salaried position, the referring employee will receive \$250.00.
- Referral Bonus Payment Dates.
 - 50% of the Referral Bonus will be paid three (3) months after the start date of the referred employee.
 - 50% will be paid upon the new hire completing six (6) months of service.

The foundation of Sarasota Military Academy has been built on the seven Army Core Values of Loyalty, Duty, Respect, Selfless Service, Honor, Integrity and Personal Courage. While the students are expected to embody all of the core values, the instructors and staff are expected to model those values as well. Whereby, this creates a positive and welcoming working environment for all teachers and staff. Our teachers and staff feel supported and appreciated as we celebrate the positives together and support one another during times of difficulty. We instill in our instructors, staff and students that we are a family.

- Describe any plans for significant staffing changes.

There are no plans for significant staffing changes.

- Will the school continue to follow the district's system for teacher and school-based administrators' personnel evaluations? If the school opts to implement their own, please describe the performance evaluation plan that will be consistent with the state requirements.

SMA follows the District's evaluation system for teachers and school-based administrators.

Section V. Admissions and Enrollment Policies

Please submit the following information to document your admission and enrollment practices:

- Briefly describe your student admissions policy.

Sarasota Military Academy Admissions Policy

Sarasota Military Academy (SMA) is a tuition-free public charter school that offers a values-based education centered on academic excellence, leadership development, and character-building. Serving students in grades 6 through 12, SMA is committed to fostering a diverse and inclusive environment. Our admissions process provides fair opportunities for all students interested in our unique programs.

We welcome applications from students entering grades 6 through 12 who reside in Sarasota and surrounding counties within a reasonable daily driving distance. SMA does not discriminate based on race, color, national origin, sex, disability, or religion.

At Sarasota Military Academy, we are committed to providing a well-rounded education that instills discipline, leadership, and character in all students. By joining SMA, students will be equipped with the skills and values necessary for success in college, career, and life.

- Describe the school's enrollment practices and any student/parent requirements for continued enrollment.

Application Process

1. **Explore/Visit:** Sign up for an Admissions Information Event at one of our campuses: SMA Prep Middle 6-8th Grade or SMA High 9-12th Grade to learn about our educational approach and tour the school.
2. **Apply:** Please complete and submit your application.
3. **Receive an enrollment offer:** At the end of the Open Enrollment Period (Jan. 31st), we follow our Selection & Lottery Process. Once you have been selected, you will receive an email enrollment offer to continue the admissions process.
4. **Submit Documents:** You will receive an email containing instructions for submitting the enrollment form, along with details on confirming your seat and the necessary documents required to complete the admissions process.
5. **Join our community:** Get to know us by following our Social Media (@SarasotaMilitaryAcademy or @SMAprep).

Selection & Lottery

1. Each year, the School agrees to enroll an eligible student by accepting a timely application from October 1st through January 31st of each year. The School's registration procedures and open enrollment period shall be publicly advertised.
2. All applications that are submitted between October 1st and January 31st are recorded on a spreadsheet by grade level and assigned a number.
3. After the January 31st deadline, SMA reviews the number applications received compared to the number of seats available at each grade level.
 - a. If the number of applications received is less than the number of openings, all eligible students are admitted.
 - b. If the number of applications exceeds the capacity of the programs, class, grade level, or building, SMA will publicize and hold a random lottery, applying preferences as stated in school's charter and in accordance to state law, for all applicants to fill the

seats available based upon Florida Statute 1002.33, subsection (10), article (b) and (10)(e)(1).

4. All applications received during the open application period shall be accepted for the lottery. Following the closing date for applications, a lottery will be conducted only if there are more applications received than 'seats available' for the affected grade levels.
5. Three groups of cadets will be afforded preference for admissions to SMA. As previously noted, 'seats available' or 'open positions' for enrollment will be determined by grade level openings and the approved maximum enrollment established in the school's charter. When there are more applicants for grade level enrollment than 'seats available,' admissions preferences shall be applied in the following sequence:
 - a. Students who are siblings of a student enrolled in the charter school.
 - b. Students who are the children of an employee of the charter school.
 - c. Students who are the children of an active duty member of any branch of the United States Armed Forces.
6. Applicants may be limited to target the following students:
 - a. Students within specific age groups or grade levels.
 - b. Students residing within a reasonable distance of the charter school.
 - c. Students who meet reasonable academic, artistic, or other eligibility standards that are consistent with the school's mission and purpose.
6. Applications received after the open application period will be placed at the end of the waiting list after the lottery has been concluded. Any application received after the original lottery and wait list will be accepted but will not be considered until after all additional applicants from the first lottery have either filled spots or turned down openings.
7. Students not offered admission may reapply for the subsequent school year during the next enrollment window beginning October 1st through January 31st.
8. SMA will not screen or review a student's ELL and/or ESE status or IEP prior to the date of notice of acceptance is sent to the student's parent/guardian.

- Please provide a copy of your student and parent contract, if applicable, and describe any planned revisions or modifications.

CADET AGREEMENT

As an incoming Cadet of the Sarasota Military Academy, I (provide student first and last name below), promise that:

1. I will read and abide by all rules and policies as outlined on the SMA Website, to include the Cadet Code of Conduct.

([MS Cadet Handbook](#) ~ [HS Cadet Handbook](#))

2. I will take an active role in my learning process by giving my best effort and advocating for myself. I will be responsible for completing and submitting class assignments and homework.

3. I will always wear the uniform correctly in accordance with the Regulation for Wear and Appearance of the SMA uniforms at all times, to include bus stops, field trips and after school activities.

4. I will comply with the Academy's random drug-testing policy. **(High School Only)**

5. I will display good manners and demonstrate proper courtesy to staff and faculty at all times.

6. I will not intimidate, harass, bully, or threaten anyone, and I will not tolerate it in others. I will report bullying or inappropriate behavior that I witness. I will settle disputes and conflicts peacefully, using respectful language.

7. I will attend classes on a regular basis with no more than nine absences in a semester.

8. I will care for books, furniture, equipment, and rooms properly and help others to do the same.

9. I will help keep the campus clean by following the "Don't pass it up; Pick it up!" code, and I will be respectful of others' rights and property.

10. I will not bring materials or objects to school that will be disruptive to the educational process, such as smart watches, which are prohibited, and will abide by the [Electronic Device Policy](#) when bringing cell phones or other electronic devices to school.

11. I will be responsible for bringing any notice from my teachers or parents/guardians, to or from school.

12. I will exhibit the principles of good sportsmanship.

13. I will move from one area of the school to another in a quiet and orderly manner.

14. I will not chew gum on campus, and I will politely remind others of the same.

15. I will abide by the [Computer and Network Policy](#) as posted on the SMA website.

16. I will adhere to the Academy Honor Code ~ Honoring Self, Family, Community, and our Nation.

*I understand that SMA requires Cadets to have self-discipline, integrity, endurance, determination, and a willingness to work hard and to build and display strength of character. I am entering SMA with the

understanding that I am ready to take responsibility for my learning and actions, and with the full support of my parents/guardians. I understand that I may be asked to return to my district school if I repeatedly violate this agreement.

PARENT AGREEMENT

As a parent/guardian of a Sarasota Military Academy Cadet, I (enter parent/guardian name below),

1. I will support the mission and beliefs of the Sarasota Military Academy program, its staff and administration, and the Parent, Teacher, Cadet Council (PTCC).
2. I will read and support the standards of Cadet conduct as outlined in the Cadet Handbook and reinforce them with my Cadet, and I will support the Academy's codes for Cadet behavior, dress, and discipline. ([MS Cadet Handbook](#) ~ [HS Cadet Handbook](#))
3. I understand that the Sarasota Military Academy is a drug-free environment, and I agree that my Cadet will be subject to random drug testing. **(High School Only)**
4. I will ensure that my Cadet is on time for formation each day, and I will ensure that my Cadet knows to be punctual to each class, each day.
5. I will ensure that my Cadet arrives to school in his or her complete uniform. To support administrative consequences for my cadet when not complying with uniform standards, I understand that my Cadet may be detained in an In-School Suspension or sent home until the required uniform pieces are secured.
6. I will attend as many PTCC meetings and Academy events as possible, and I will participate in school activities including volunteer work through the PTCC, event support, or extra-curricular support.
7. I will make arrangements to have my Cadet taken home from school for illness or for disciplinary reasons. This includes making advance arrangements with a third-party in the event that I cannot personally provide immediate pickup.
8. I will immediately notify the school office, in writing, of any contact information change (address, telephone number, email) so I can be reached during the school day.
9. I will be available for conferences by request.
10. I will ensure that my Cadet practices proper hygiene and the Cadet-outlined grooming habits.
11. I understand that dropping off my Cadet before 8:30 AM involves signing into [SMA Middle School's Before-School Program](#) which is fee-based. I further understand that picking up my Cadet after carline closes or after 4:30 PM in the school office, may result in a late, pickup fee. [Information on After-School Program click here.](#) I agree to pay for these special services promptly after my child uses either service. **(Middle School Only)**
12. I will furnish a suitable study area at home for my Cadet.
13. I will support my cadet's safe use of technology both at school and at home. I will ensure that my cadet understands the requirements for the use of the school's computers, networks, and other technology. I will fully support the [Electronic Device Policy](#) in the Cadet Handbook and remind my Cadet to keep all cell phones and other electronic devices turned off while at school.

*I understand that my Cadet may be asked to return to his or her district school if this agreement is repeatedly violated. By signing this agreement electronically, I acknowledge, accept, and agree to all the aforementioned expectations.

- Pursuant to s. 1002.33, please describe any proposed changes to the current charter related to enrollment preferences and/or limiting the enrollment to a specific student population.

Change in the admissions preferences to include applications that may be targeted for those who are a specific grade level, reside within a reasonable driving distance and who meet reasonable academic, artistic, or other eligibility standards that are consistent with the school's mission and purpose, pursuant to Florida Statute 1002.33 (10) (e).

Section VI. School Culture and Discipline

Please submit the following information regarding student conduct, intervention, and dismissal.

- Explain the practices the school uses to promote and support positive behavior.

The Sarasota Military Academy has a promotional system in place which is naturally embedded in the curriculum through Military Studies at the middle school campus and through JROTC at the high school campus. Cadets earn new ranks and leadership roles based on the 7 Army Core Values which are Loyalty, Duty, Respect, Selfless Service, Honor, Integrity and Personal Courage. The Army Values are also used within the Leader in Me program at the middle school campus and through PBIS rewards at the high school campus. The values are taught throughout the campus daily and incorporated into daily lesson plans across the campus. Students are regularly recognized for their achievements in academics, attendance and positive behavior through quarterly recognitions from PBIS and their fellow cadets. Nominations are submitted for "Cadet of the Quarter" and the cadets choose their peers to represent their class as the named "Cadet of the Quarter." Cadets participate in JROTC at the high school campus and earn new ranks and ribbons based on their performance in SMA values throughout campus.

- Please describe the school's dismissal procedures including the appeals process.

The following is the process for a cadet who demonstrates behavior unbecoming of an SMA cadet:

1. Student creates a pattern and is unresponsive to interventions.
 - a. Call home for each incident
 - b. Parent/teacher meeting
 - c. Consequences for each incident (in accordance with the SCS Student Handbook and SMA Cadet Code of Conduct)
2. Behavior Contract is implemented (8 weeks)
 - a. Parent meeting held with Administrator, Counselor and Behavior Coach
 - b. Student meets weekly with behavior coach
 - c. Monitored by SWST
3. Probation (remainder of the year)
 - a. If contract is broken, probation contract is implemented
 - b. Parent meeting held with Administrator, Counselor and Behavior Coach
 - c. Student continues to meet weekly with the Behavior Coach
 - d. Continued monitoring through SWST
4. Dismissal
 - a. If a student violates their probation contract, they receive a dismissal letter.
 - b. They may appeal the dismissal.
 - c. The Appeal Board is made up of teachers and staff not involved in the previous process
 - d. The Appeal Board provides their decision to the Head of School.
 - e. The Head of School notifies the parents of the decision.
 - f. Cadet is still monitored by SWST and meets weekly with the Behavior Coach.

- Please submit the following suspension/dismissal data for previous two school years. Dismissal data should include any Settlement Agreements and revocations. You may report data by grade levels (K-12) or by school levels (elementary, middle, high). Please modify the chart according to your preference.

School Level	Number of Suspensions		Number of Dismissals	
	2022-23	2023-24	2022-23	2023-24
Elementary				
Middle School	66	36	11	9
High School	91	74	14	15
Total	157	110	25	24

Section VII. Student Services, Mental Health, and Safety/Security

Please submit the following information regarding student services, mental health services, and school safety/security procedures.

- Demonstrate school-wide character education program/initiatives. Include evidence of compliance with the Florida Statute 1006.147.

Sarasota Military Academy Prep provides a minimum of five hours of mental health instruction every year through Resilience Education which includes monthly traits and tools to teach character education as well as civic and psycho-social skills. Additionally, we use another curriculum called. “Leader in Me” to make our students feel safe, valued and welcomed. These lessons are presented by video, signage and written exercises that teach empathy, resilience and emotional regulation. Staff also received training in this curriculum.

1. JROTC Program Curriculum (Let 1-4)

The JROTC (Junior Reserve Officers' Training Corps) program offers a structured curriculum for leadership, citizenship, and personal responsibility. Each level (Let 1-4) emphasizes different aspects of character development, including:

- **Let 1:** Introduction to leadership fundamentals and citizenship, highlighting the importance of respect and responsibility.
- **Let 2:** Emphasise effective communication, teamwork, and the role of service to the community.
- **Let 3:** Develop critical thinking and decision-making skills while fostering empathy and respect for others.
- **Let 4:** Advanced leadership training that reinforces integrity, accountability, and the importance of serving as role models within the school and community.

2. Student Services Resiliency Lesson Plans

The District Social Services Folder includes comprehensive lesson plans to build student resilience through character education. These lessons cover essential traits such as:

- **Citizenship:** Engaging students in community service projects that foster a sense of belonging and responsibility.
- **Empathy:** Activities promoting understanding and compassion for others, such as role-playing scenarios highlighting different perspectives.
- **Gratitude:** Lessons encourage students to express appreciation, which helps cultivate a positive school environment.
- **Honesty:** Discussions and activities emphasizing the importance of integrity and ethical behavior in daily interactions.

- Provide evidence of mental health intervention and referrals.

Evidence of mental health interventions and referrals begin with teacher communications to families and referrals. Data is tracked by instructors to analyze if interventions are working or if students need more support. If students need more support a referral is made to the School Wide support Team(SWST). Attendance, academics, referrals are reviewed as well as intervention data where the team will determine the next steps.

Additionally, the school counselor will refer students for mental health sessions or use a solution based technique to assist in goal setting and solve self-control and transition students to a growth mindset.

1. **SWST Meetings:** The Student Wellness Support Team (SWST) regularly convenes to assess students' needs and develop intervention strategies, ensuring that students receive tailored support.
2. **Jewish Family and Children Services:** This organization provides counseling and support services and offers referrals for families in need of mental health resources.
3. **Humanize Edu Counseling Services:** These services focus on creating safe spaces for students to discuss mental health issues and offer direct counseling and referral options.
4. **School Psychologist:** The school psychologist conducts assessments, provides individual and group therapy, and refers students to external mental health services as needed.
5. **Blue Ribbon Services:** This program offers mental health support and resources, connecting students and families with necessary services.
6. **CAT Team Services:** The Crisis Assessment and Treatment (CAT) team provides immediate support for students in crisis, ensuring timely intervention and follow-up referrals.
7. **PBIS Reward System:** The Positive Behavioral Interventions and Supports (PBIS) system promotes mental health awareness by recognizing positive behaviors and providing a framework for support.
8. **School Counseling Services:** Comprehensive counseling services address academic, social, and emotional needs and provide referrals to external resources when necessary.
9. **Clubs for Socialization and Mental Health Awareness:** Various clubs focused on socialization and mental health promote awareness, reduce stigma, and provide peer support networks.

These components collectively demonstrate a robust framework for mental health intervention and referral, ensuring that students receive the support they need in a proactive and integrated manner.

- Provide an overview of your school safety and security preparedness and statutory compliance.

Sarasota Military Academy adheres to the Sarasota County School District Safety, Security, and Emergency Management policies and procedures as well as the Emergency and Crisis Management Plan. The Safety Team meets monthly to review procedures and address any concerns. The drill schedule is followed and uploaded to Raptor. The Threat Assessment Binder provides documentation and is found in the office of the Chair of the Safety Committee.

SMA also follows the Sarasota County School District Student Code of Conduct, specifically as it relates to school and student safety policies and procedures and all staff are trained on the use of Raptor and must either have the application on their cell phone or classroom computer.

SMA contracts with the Sarasota County Sheriff's Office to employ a Deputy on each campus.

FortifyFL is on every computer device as well as the SMA website. FortifyFL posters are also found throughout the campus.

All administrative staff are trained yearly and are knowledgeable on the disciplinary levels, actions and reporting.

SMA works closely with Jason Overbay, Office of Safety, Security, and Emergency Management Director.

Section VIII. Governance Structure and Procedures

The following information is to be submitted to document Charter School compliance with statutory requirements.

- Provide a current organizational chart.

Please see Appendix

- Attach or list all the governing board members, their contact information, and a brief description of each person's background.

Please see Appendix

- Provide evidence that governance has been responsible and effective, that it has handled organizational challenges competently, that it has implemented a clear and fair procedure for evaluating teacher performance, and that it has responded effectively to complaints. It should provide evidence that the school's board has performed capably and independently.

The SMA Board of Directors meet monthly. A read ahead document, including an agenda, is provided for their review and posted on the SMA website prior to the meeting. A protocol is followed regarding complaints in that a chain of command is followed and if no solution is met, the complaint is provided to the Chair of the Board of Directors. An example of a Board meeting readahead and signed Board minutes are provided in the Appendix.

Board approved minutes from every meeting are posted Charters.link and on the SMA website monthly.

The Board adopted the District's evaluation system for instructors and administration.

New Board members are required to complete an initial 4-hour Sunshine Law training and a two-hour refresher course every three years.

- Describe changes, if any, to the school's governance and/or changes in Board policies that have occurred within the past 5 years or which are planned for the new term of the charter.

The SMA Board of Directors have not revised Board policies that impact Board governance. The Board is considering revising the By-Laws to reflect a change in the number of Board members from a maximum of eleven to no less than seven. A notice would be posted for a meeting to approve any revisions.

- If applicable, please describe any pending and threatened legal actions against the school.

SMA has a litigious case regarding a bus accident. SMA's insurance company has assigned council as a representative for SMA.

SMA has a civil suit regarding cancelling a band performance at an alumni event.

Section IX. Financial Sustainability

Please provide the following information to document the school's financial sustainability:

- Provide documentation that the school has competently and effectively managed its finances.

All yearly audits have been submitted to the District Finance office as well as to the Florida Department of Education. They are also posted on our school website. All audits are "clean" and without comment.

- If there have been any financial deficiencies or audit findings in the last five years, provide a detailed list and description of how each was corrected/addressed.

N/A

- If enrollment has been trending downwards, provide a plan for how the charter plans to address enrollment to remain financially stable.

SMA has monitored a decrease in enrollment and has planned accordingly with staffing reductions as well as budgeting adjustments in order to remain financially stable.

Enrollment information meetings are scheduled for each campus so that families may attend throughout the year. SMA Ambassadors will travel to a variety of schools to provide information regarding the unique educational experience SMA has to offer. We are also working diligently to increase the number of 8th grade students matriculating to SMA High School.

- Please detail any anticipated significant changes in school revenue or expenditures during the next five years, including grants or other external funding, enrollment changes, and capital needs.

SMA does not anticipate any major changes in expenditures at this time. The Board of Directors have created a Facilities Committee to address any facilities needs in the future. Dependent on the determination of needs, expenditures may occur.

Due to the increase in 1.5 millage from the state from fiscal year 2024 through fiscal year 2028, we anticipate a significant increase in funding. While we recognize these funds are to be used for specific needs, this will positively impact our needs, especially as it relates to construction and renovation. This will allow SMA to address and budget for anticipated facility needs.

SMA will monitor FTE as this will have an impact on the 1.5 millage funds received.

SMA continues to receive donations directly to SMA or through the Flanzer Foundation, which provides a 100% match of donations up to \$500 monthly.

SMA will continue to submit for Title II and Title IV grants yearly.

- If there is a plan for a change in the school's current site or a plan to move to another site, please give a detailed description of the manner in which those changes would be financed.

N/A

Section X. Facilities

The following information is to be submitted related to the existing instructional facilities used by the school:

- Please describe your facility including location(s), the square footage of the building(s) and grounds and any unique features you would like to highlight.

Sarasota Military Academy has 2 location: the High School, located on 4.86 acres, at 801 N. Orange Avenue, Sarasota, FL 34236, with 5 buildings and the approximate square footage of 97,800, and the Middle School, located on 10 acres, at 3101 Bethel Lane, Sarasota, FL, 34240, also with 5 buildings and the approximate square footage of 70,500. Both locations have a gymnasium and the middle school has a full size soccer field. Both locations have gardens where the students learn about horticulture.

- Please address findings or stated concerns, if any, related to your latest facility health and safety reports, including fire inspections.

All of our recent health and safety reports, including our fire inspections have been clean.

- Please provide a brief description of your technology, access to the internet, and any other technology resources used for administrative and instructional purposes.

Sarasota Military Academy High School has approximately 385 desktop PCs, 500 Chrome books, 106 phones, 65 wireless access points (WAPS), and 75 printers. Sarasota Military Academy Prep has approximately 200 desktop PCs, 500 Chrome books, 81 phones, 55 wireless access points (WAPS), and 38 printers.

- Please submit any plans for changes in the facility including renovations, expansions, moves or changes in use of various parts of the facility or grounds.

The Board of Directors have formed a Facilities Committee to review the campuses and determine needs for each campus. Based on the needs, short and long-term planning and budgeting will take place.

Due to damage caused by Hurricane Milton, renovations will take place for the three classrooms that received damage.

Section XI. Statement of Assurances

This form must be signed by the school's governing board chair and submitted with the application to renew the charter.

I hereby certify that the information submitted in this application for a charter renewal for Sarasota Military Academy High School and Prep Middle School is accurate and true to the best of my knowledge and belief; and further, I certify that, if granted a renewal of the charter, the school:

- Will be nonsectarian in its programs, admission policies, employment practices and operations.
- Will enroll any eligible student who submits a timely application, unless the school receives a greater number of applications than there are spaces for students, in which case students will be admitted through a random selection process.
- Will adhere to the antidiscrimination provisions of section 1000.05, F.S.
- Will adhere to all applicable provision of state and federal law relating to the education of students with disabilities, including the Individuals with Disabilities Education Act; section 504 of the Rehabilitation Act of 1974; and Title II of the Americans with Disabilities Act of 1990.
- Will adhere to all applicable provisions of federal law relating to students who are limited English proficient, including Title VI of the Civil Rights Act of 1964 and the Equal Educational Opportunities Act of 1974.
- Will adhere to all statutory employee screening requirements prior to hiring employees, including conducting security background checks (fingerprinting, criminal checks), employment verification (references) and use of the state's screening tool protocol.
- Will participate in the statewide assessment program created under section 1008.22, F.S.
- Will comply with Florida statutes relating to public records and public meetings, including Chapter 119, Florida Statutes, and section 286.011, F.S., which are applicable to applicants even prior to being granted a charter.
- Will obtain and keep current all necessary permits, licenses, and certifications related to fire, health, and safety within the building and on school property.
- Will provide for an annual financial audit in accordance with section 218.39, F.S.

Signature of Governing Board Chair

Date

Print Name

Section XII. Certificate of Acknowledgement

This section requires at least a majority of the governing body of the charter holder to certify that it has had an opportunity to review the completed renewal application and has authorized, during an open meeting, submission of the application to the district for consideration of renewal of the charter.

CERTIFICATE OF ACKNOWLEDGEMENT

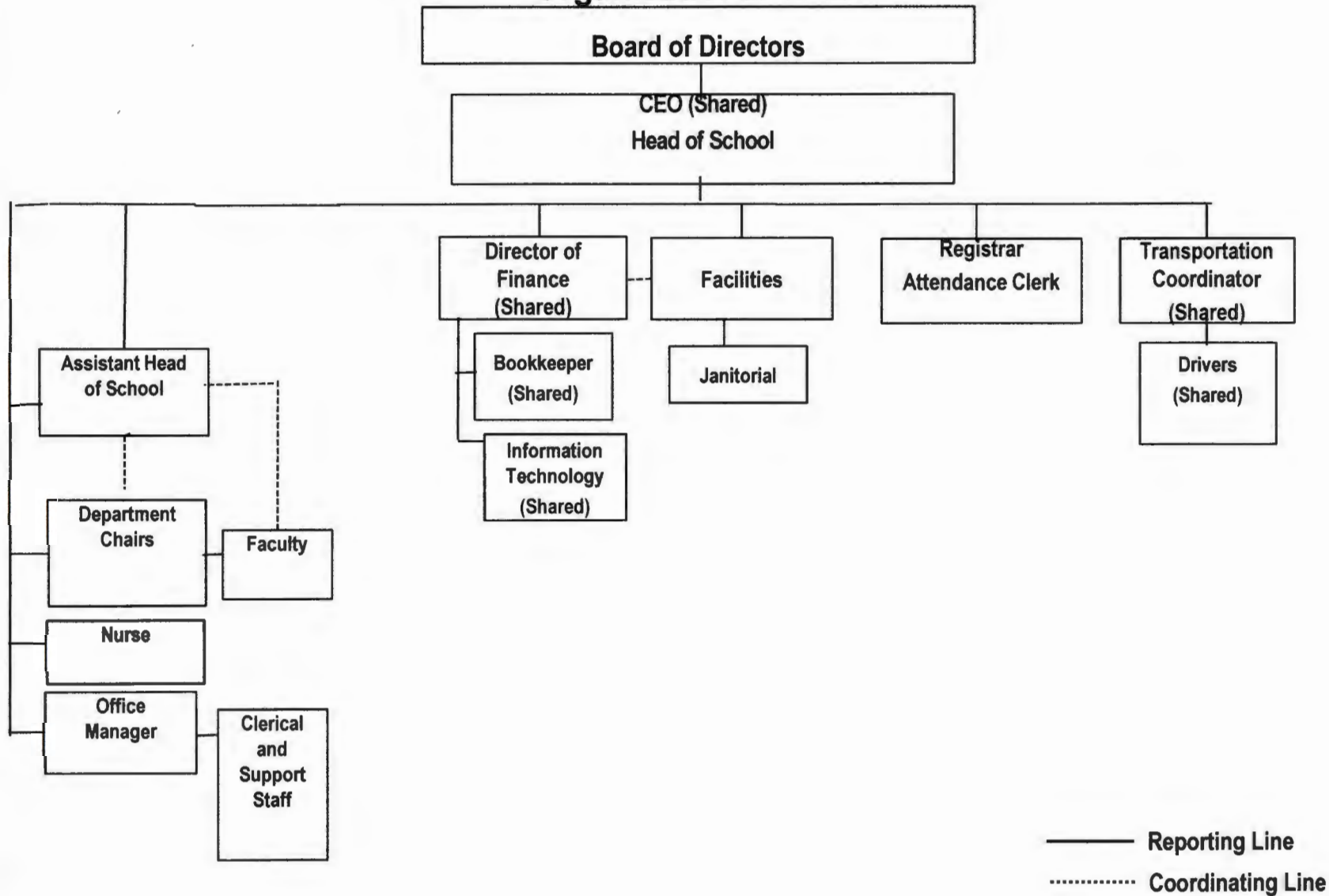
The undersigned members of the governing body of the charter holder hereby acknowledge that they have had an opportunity to review the completed renewal application and have authorized its submission, during an open meeting, to the Sponsor for consideration of the renewal of the charter:

** Members are to sign the acknowledgement during an open meeting; therefore, the date next to each signature should be the same.*

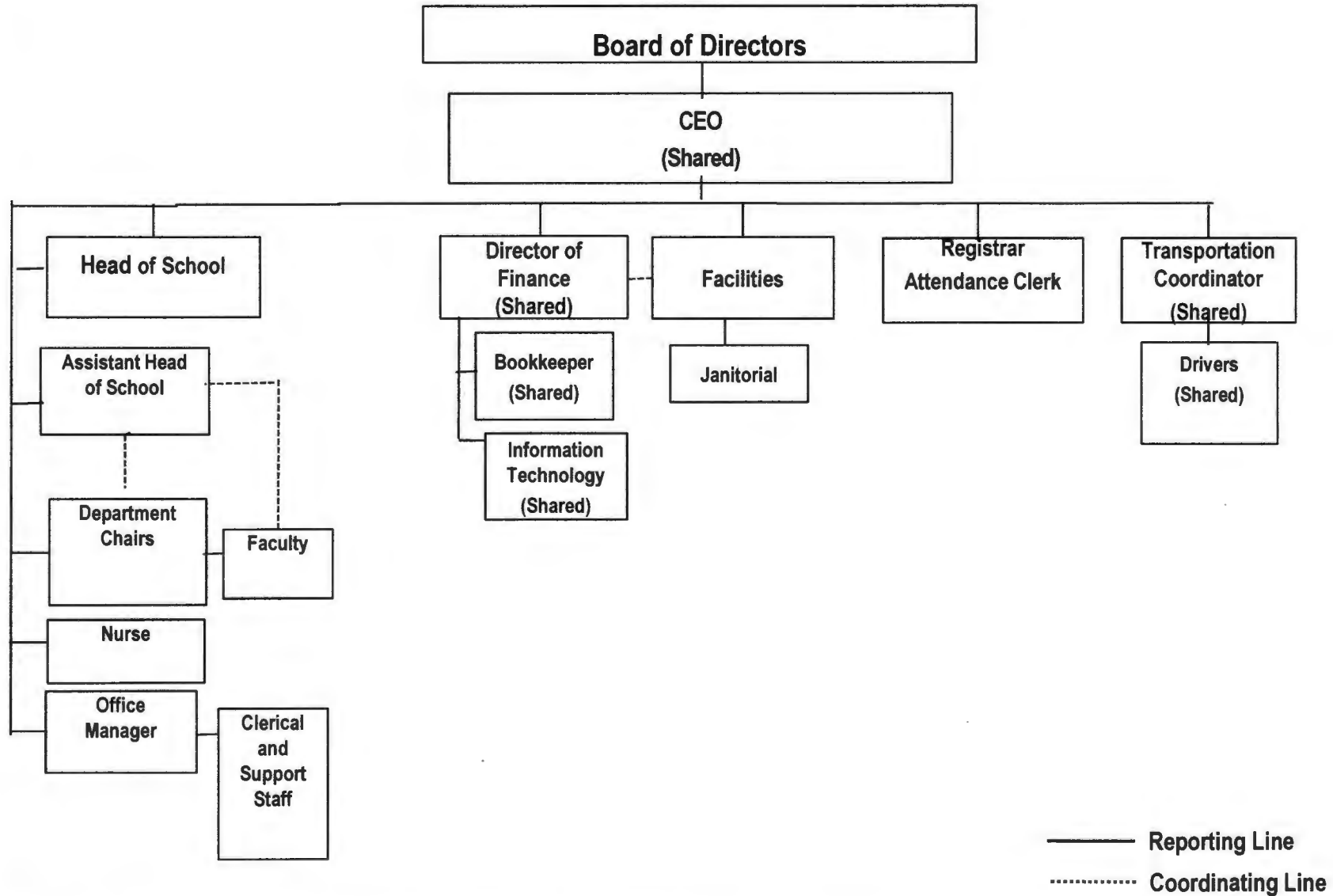
Typed Name (type name next to corresponding signature)	Signature	Date*
Dr. Thomas J. McElheny		
Ms. Erica Gregory		
Colonel Ben Knisely		
Mr. Pete Skokos		
Ms. Michael Tollerton		
Mr. Ron Skipper		
Mr. Jerry Neff		
Mr. Carlos Moreira		
Mr. Richard Swoope		
Mr. Brent Bogart		

Ms. Heather Koester

Sarasota Military Academy High School Organizational Chart



Sarasota Military Academy Prep Middle School Organizational Chart



Thomas J. McElheny

Chair, Former Capt, USMC

Thomas.McElheny@oursma.org

School: **941-926-1700**

Thomas McElheny, EdD earned his BA from Lycoming College in Williamsport, PA and both his MBA and Doctorate in Education from Florida Atlantic University where he was also a faculty member and director of the University's Center for Management and Professional Development. He was subsequently selected as a national finalist for the prestigious Whitehouse Fellowship Program.

He was honored to have served 7 years in the United States Marine Corps attaining the rank of Captain and where he was awarded the Bronze Star with valor device, Combat Action Ribbon and Vietnamese Cross of Gallantry for actions in Vietnam. He was also a qualified Airborne Jump Master and Naval Gunfire Liaison Officer and served as a liaison to the Army's 82nd Airborne division, SEAL Teams 1 and 3 and as an exchange Airborne instructor at the Greek Army Airborne School among other assignments.

He is the founder and owner of The ChurchPlaza Companies, a major brand and provider of capital products and services to churches and synagogues nationally and internationally. He is a former elected member and Chair of the Sarasota County School Board and has served as a Trustee of New College and Lycoming College in addition to appointments to executive and advisory boards at several colleges and universities to include Eckerd College, The University of Tampa, The University of South Florida, and Florida Atlantic University.

He and his wife Diane are the proud parents of 4 great kids to include two decorated military pilots, a teacher at Pineview School for the Gifted in the Sarasota County Schools, a very special son and 5 wonderful grandchildren.

Erica Gregory

Vice Chair, Lt Col, USAF (Ret)

erica.gregory@oursma.org

School: **941-926-1700**

A senior executive with 25 years of leadership experience, I have worked with and for General Officers and CEOs across the military, private sector, and nonprofit community. As an energetic and compassionate leader, I am passionate about people, performance, and results. I have a proven track record of building and leading high-performing teams dedicated to achieving their goals.

I hold a Bachelor of Science in Biology from the United States Air Force Academy and two Master of Arts degrees—one in Political Science from Texas State University and another in Military Operational Art & Sciences from Air Command and Staff College. My career includes key military roles such as Secretary of the Joint Staff with U.S. Forces in Iraq, where I oversaw the advising and training mission for Operations Iraqi Freedom and New Dawn, and Director of Staff with the Joint Special Operations Air Component in England, managing operational support for special operations air assets across Europe.

With a deep passion for Sarasota Military Academy and its mission, I am eager to serve as a director on the board and help guide SMA into the next 20 years, ensuring its continued success and growth as a premier institution.

Peter Skokos

Treasurer

peter.skokos@oursma.org

School: **941-926-1700**

Mr. Skokos is a partner and a member of the Real Estate Practice Group. He practices primarily in the area of real estate, banking and business transactions. He represents developers and landowners in connection with the acquisition, development, leasing and sale of commercial, industrial, condominium and residential properties. He also represents national, regional and local lenders in preparing loan documentation and closing commercial and residential loan transactions as well as assisting lenders with loan workouts including the preparation of settlement agreements, deed in lieu of foreclosures and forbearance agreements.

He received his Bachelor of Science Degree in Accounting from Florida State University in 1982 where he was a member of the Beta Alpha Psi Honorary Accounting Fraternity. He received his Juris Doctor Degree from the University of Florida in 1986. Prior to attending Law school, Mr. Skokos worked with the accounting firm of KPMG Peat Marwick and obtained his Certified Public Accounting Certificate in 1984. Mr. Skokos has an AV Rating* by Martindale-Hubbell, which is the highest Peer Review Rating attainable.

Mr. Skokos is a member of the Florida Bar Section on Real Property, Probate and Trust Law as well as a member of the Sarasota County Bar Association. He also serves on the Board of Directors of a number of charitable, civic and professional organizations and previously served as a Director of People's Community Bank of the West Coast and currently serves on the Board of the Manatee-Sarasota Building Industry Association, the Bradenton Area Economic Development Corporation, the Gulf Coast CEO Forum, the Sarasota Seminole Club, and is a director and the CEO of Operation Patriot Support.

Benjamin M. Knisely

Secretary, COL, USA (Ret)

ben.knisely@oursma.org

School: **941-926-1700**

COL Knisely grew up in southwest Florida and entered military service via a direct commission following graduation from the University of South Florida, Tampa, Florida. Following twenty-seven years of active duty, he retired at the rank of colonel from the US Army in 1993. That same year he joined Information Network Systems (INS) Incorporated, a Defense Services Company. In 2002 he was promoted to senior vice president, directing the *Medical Response and Security Operations (MRSO) Group* of INS, Incorporated. In this position he was responsible for the business operations of the Group, including strategic planning, program development, administration, and technical performance. In 2004, INS Incorporated was acquired by Lockheed Martin and Ben's Group responsibilities grew to over 600 employees with a \$120 million dollar annual budget.

The primary activities and business lines of COL Knisely's commerce and government background includes medical logistics sustainment and planning; public health bioterrorism support and emergency response programs; security management services for the physical protection of critical infrastructure sites of national significance and; operational support for a select number of DOD and Veterans Affairs Telemedicine Research activities.

Throughout his forty-year career, COL Knisely has been involved with emergency medical response, public health and special security programs. He was a Medical Service Corps Officer and MEDEVAC Helicopter Aviator in the US Army.

As a young lieutenant in combat, he was shot down by an enemy missile in Vietnam and declared, Missing in Action (MIA). Wounded with second and third degree burns and a fractured ankle; he and his co-pilot survived four days without food and water evading enemy capture until finally being discovered and rescued by a highly publicized search operation of the Army's 101st ABN Division. Following nine months of hospitalization, with permanent disabilities, he petitioned the Army to allow him to remain on active duty and subsequently completed a twenty-seven year military career. During Operations Desert Shield and Desert Storm in 1991, COL Knisely served as the Deputy Command Surgeon on the special staff of H. Norman Schwarzkopf at the United States Central Command.

COL Knisely's educational background includes an A.A. Degree from Manatee Junior College in Bradenton, Florida, a Bachelor of Science degree from the University of South Florida, and a Master of Science in Systems Management (MSSM) from the University of Southern California. He is also a certified flight instructor and an active FAA fixed wing instrument pilot logging several hundred flight hours a year.

COL Knisely is an active patriot, dedicated to supporting military veterans and young wounded soldiers in the current war on terrorism. COL Knisely currently serves on the board of directors for Operation Second Chance, the Sarasota Military Academy, and is a Military Liaison Officer for the Sarasota County Sheriff's Office.

Brent Bogart

Director, Former LT, USN

brent.bogart@oursma.org

School: **941.926.1700**

Raised in St. Augustine, FL and a graduate of the University of Florida, Brent is a former Navy SEAL officer, who served from 1997-2004. While on active duty he served at SEAL Team Two, Special Boat Unit Twenty and SEAL Team TEN and conducted 3 overseas deployments.

After leaving the Navy Brent, founded and continues to lead an electronic device & cyber security training and consulting company. He currently resides in Sarasota, FL with his wife, daughter, and son.

Heather Koester

Director, Former SGT, USA Reserves

School: **941.926.1700**

Heather Koester serves as the CEO of Koester Consulting Group, also known as Invigorate Nexus, bringing a wealth of experience and a dynamic approach to leadership within the organization. Her professional journey is marked by achievements in the military and business sectors, where she has consistently demonstrated her ability to lead, innovate, and drive positive community impact. Heather's tenure in the United States Army as a Combat Medic laid the foundation for her leadership skills, which were further honed through her role in spearheading a Public Relations Initiative across a six-state region. This experience instilled in her a robust understanding of strategic communication and leadership in challenging environments. Transitioning from military service to the business world, Heather excelled as the Business Development Director for a Michigan-based company, where she sharpened her expertise in market strategy analysis and venture integration. This role paved the way for her success at Koester Consulting Group, where she has led the organization to execute award-winning projects across a five-county region. Her work at Invigorate Nexus is characterized by a holistic approach encompassing process analysis, project management, and deep community engagement, showcasing her ability to find innovative solutions and create impactful connections.

Heather's dedication to education and continuous professional development is evident in her academic accomplishments and ongoing learning. She earned a Bachelor's degree in Business, focusing on International Relations, and an MBA in Executive Leadership. Furthering her education, Heather has studied Marketing Strategy at Cornell University and is currently enhancing her skills with Project Management and Six Sigma Certifications, alongside pursuing a Doctoral Degree in Strategic Leadership and Organizational Development. Her commitment to education enhances her leadership style, combining theoretical insights with practical application to drive Invigorate Nexus's growth and success.

Beyond her professional achievements, Heather's commitment to community service is demonstrated through her active participation on various local non-profit boards, including a significant role at Sarasota Military Academy. In this capacity, she applies her extensive experience in leadership, strategic planning, and community engagement to further the academy's mission. Heather's strategic insights, energy, and passion for making a difference not only elevate her leadership at Invigorate Nexus but also reflect her dedication to empowering the next generation of leaders and fostering positive change within the community.

Carlos Moreira

Director, 1st Sgt, USMC Reservist

carlos.moreira@oursma.org

School: **941.926.1700**

Carlos J. Moreira enlisted in the United States Marine Corps in July 1999 and reported to 3rd Recruit Training Battalion, Marine Corps Recruit Depot Parris Island, South Carolina in January 2000. Carlos spent 15 years on active duty from 2000 to 2015. While on active duty, he served overseas in Korea, Philippines, China, Thailand, Burma, Australia, and twice in Japan. Carlos' billets include Marine Corps Subsistence Management Information System's Chief, Quality Assurance Evaluator (QAE), Assistant Contracting Officer Representative (ACOR), Rations Chief, Supply Chief, Platoon Sergeant, Senior Drill Instructor, Assistant Operations Chief, Training Chief, Future Operations Chief, Company Gunnery Sergeant and First Sergeant. In 2014, Carlos was deployed to Helmand Province Afghanistan and served as the Director of Logistics and Operations, and Liaison Officer (LNO) for Regional Command South West, on Camp Dwyer.

On January 2016, Carlos joined the Selected Marine Corps Reserve with 4th Assault Amphibian Battalion, Headquarters and Service Company in Tampa Florida. He served as the Food Service Chief, Career Planner, Intelligence Chief, Platoon Sergeant, Platoon Commander, and Motor Transport Operations Security (MTOPS) Staff Non-Commissioned Officer in Charge. Currently, Carlos serves as the company First Sergeant for an infantry unit, 2nd Battalion, 25th Marines in Brooklyn, New York, responsible for over 120 Marines.

Carlos is the Director for Campus Engagement for Veteran Success and Alumni Affairs for the University of South Florida (USF) Sarasota-Manatee campus. He has been working at USF since July 2018. In addition to his role, Carlos is the Chair for SALUTE Veterans National Honor Society.

Carlos' military personal awards and decorations include the Navy & Marine Corps Commendation Medal (2nd award), Navy & Marine Corps Achievement Medal (3rd award), Good Conduct Service Medal (6th award), and the Military Outstanding Volunteer Service Medal. His USF awards include, the Golden Bull Award, the Trail Blazer's Staff Award.

Carlos Moreira is married to Wynika R. Moreira from Marksville Louisiana, who is prior service Navy Corpsman. They live in Sarasota, Florida and have two children named Carlos Jr. and Miguel.

Jerry Neff

Director, BG (Ret)

Jerry.Neff@oursma.org

School: **941.926.1700**

General Neff started a career in banking at the National Bank of Sarasota in 1962 as a clerk and management trainee in the bank's bookkeeping department. He then operated a proof machine before becoming a commercial teller and assistant head teller. He then was promoted to administrative assistant in the bank's trust department and later promoted to Assistant Trust Officer. He worked in the Trust area of banking for eighteen years and ultimately was in charge of the trust department and promoted to Senior Vice President and Senior Trust Officer at First Florida Bank, Bradenton. He then moved to the commercial area of the bank and was promoted to Senior Vice President and Commercial Loan Officer. He then was promoted to Executive Vice President, and then became the Area President for First Florida Bank of Manatee County. He later was employed by American Bank, Bradenton, Florida, as Vice President and Retail Manager, and then President of the bank and of the bank holding company, American Bancshares. He also served on the bank's Board of Directors. Then by merger, he became President of Gold Bank Florida, and Executive Vice President for Gold Bank Corporation, Leawood, Kansas. He also served on the bank's Board of Directors. Then by merger, he was named President of the Florida Region for M& I Bank. His total banking career spanned 47 years.

At age 18, General Neff enlisted in the Illinois Army National Guard, and after initial entry training he was assigned as a rifleman and ammo bearer for a 3.5 rocket launcher in an Infantry Company. After two years he moved to Florida and transferred to the Florida Army National Guard and was a member of a Field Artillery Battalion Headquarters Battery. Less than a year later, he started OCS and was commissioned Second Lieutenant, Field Artillery. He commanded at the platoon, battery, battalion, brigade and echelon above brigade during his 39 years of service. He also was Post Commander of Camp Blanding, Florida for nearly 4 years. At the time of his retirement, He was the Deputy Commanding General of the 32 nd Army Air and Missile Defense Command, Fort Bliss, Texas and Orlando, Florida.

As ordered by the Florida Governor, he served on State Active Duty numerous times in his career for the following events: 1972 Democrat National Convention, Miami Beach; 1972 Republican National Convention, Miami Beach; 1980 Mariel boat lift Cuban refugee crisis, South Florida; 1987 Pope John Paul II visit with President Ronald Reagan and Mass in Miami, Florida; 1992 Hurricane Andrew in South Florida; 1998 Operation Firestorm, coast to coast in central Florida. He also served on active duty for training twice in Panama, in Honduras, and in Kuwait, Saudi Arabia and Bahrain during Operation Desert Fox. He was also federally mobilized in 1998 for Operation Desert Fox.

Ron Skipper

Director, Former Capt, USAF

ron.skipper@oursma.org

School: **941.926.1700**

I was born and raised in Pensacola and attended Florida State University, where I participated in Air Force ROTC and was commissioned as a second lieutenant upon graduation. I served four years as an active-duty Supply Officer during the Vietnam era from 1967-1971, all stationed at Homestead Air Force Base. After my service, I earned a law degree from the University of Miami and later completed a Master of Laws in Taxation.

In 1975, my wife Ann and I moved to Sarasota, her hometown, where I practiced law for 42 years, specializing in Wills, Trusts, and Estates. During my career, I served as president of the Southwest Florida Estate Planning Council and the Rotary Club of Sarasota Keys, and as a trustee of Mote Marine Laboratory for 15 years. I also had the privilege of being one of nine founders of the Community Foundation of Sarasota County, which now manages over \$500 million in assets.

Throughout these years, I have always been connected to Sarasota Military Academy in various ways. My passion for SMA has grown over time, inspiring me to become a director on the board. I'm excited to be part of guiding this remarkable institution into the next 20 years, building on its legacy and ensuring its continued success.

Michael Tollerton

Director, Former CPT, USA

michael.tollerton@oursma.org

School: **941.926.1700**

Michael Tollerton is a Sarasota, FL native, and graduate of the United States Military Academy in West Point, NY. She currently works with FCCI Insurance Group Corporate Underwriting as Corporate Risk Control. Michael resides in Parrish, FL with her husband, Elvis Downs and daughter, Evelyn.

Richard Swoope

Director, COL, USA (Ret)

richard.swoope@oursma.org

School: **9419261700**

COL Richard C. Swoope Jr received a ROTC scholarship to the University of Detroit, Detroit, Michigan. COL Swoope was a Distinguished Military Graduate receiving a Bachelors of Science Degree in Public Administration from Oakland University Rochester Michigan, with a commission as a Second Lieutenant in the United States Army's Medical Service Corps, May 1988.

Upon completion of the Army Medical Department's Officer Basic Course, COL Swoope was assigned as a Medical Platoon Leader with the 423rd Medical Clearing Company, Fort Lewis, Washington. While assigned to 1 Corps and Fort Lewis, COL Swoope served as the Company Supply and Maintenance officer and Executive Officer, 423 rd Medical Company, S-4 and Assistant S-4, 62 nd Medical Brigade, During Operations Desert Shield/Desert Storm, Commander Headquarters and Headquarters Company, 62 nd Medical Brigade, and Medical Logistics officer, Joint Task Force- Bravo, Soto Cano Airbase, Honduras.

COL Swoope graduated from the AMEDD Officer Advanced Course in December 1993 with a follow on assignment as the Chief Distribution Division, 16 th Medical Logistics Battalion, Camp Carroll, Republic of Korea. COL Swoope continued his military training with an internship at the United States Army's Medical Material Agency at Fort Detrick, Maryland. Upon completion of the USAMMA course, COL Swoope was assigned to Fort Bragg, North Carolina. While assigned to Fort Bragg, COL Swoope served as the S-4, 55 th Medical Group (ABN), with a follow on assignment as Commander, Alpha Company, 261 st Area Support Medical Battalion (ABN).

COL Swoope has served as the logistics officer for the 324 th Combat Support Hospital, Miami, Florida from 1999-2002, Operations Officer for the 322th Combat Support Hospital, Southfield Michigan from 2002-2005, Operations officer, 5 th Medical Brigade, Birmingham Alabama from 2005-2008, Executive Officer 7304 th Medical Training Support Battalion, Fort Sam Houston, Texas, Medical Readiness and Training Command, Fort Sam Houston, Texas as the G3, Chief of Operations, and most recently is assigned to the United States Army Reserve Medical Command Headquarters as the Deputy Chief of Staff, G3, Pinellas Park Florida.

COL Swoope's military education include the AMEDD Officer Basic and Advanced courses, Fort Sam Houston, Texas, Combined Arms Service and Staff course (CAS3)- Phase 1 and Phase 2, Medical Logistics Management course, Fort Sam Houston, Texas, Battalion Maintenance course, Fort Knox, KY, US Army Airborne School, Fort Benning, GA, Special Forces Assessment and Selection course, Fort Bragg, NC, and the 82 nd Airborne Division Jumpmaster course, Fort Bragg, NC.

COL Swoope's awards and decorations include the Bronze Star Medal, Legion of Merit, Joint Service Commendation Medal, Meritorious Service Medal, Army Commendation Medal, Army Achievement Medal, Overseas Ribbon, Southwest Asia Ribbon with three Bronze Stars, the Kuwait Liberation Medal (Government of Saudi Arabia), the Kuwait Liberation Medal (Government of Kuwait), the Senior Parachutist Badge, Global War on Terrorism medal, British Parachutist wings, and the Expert Field Medical badge. COL Swoope is a member of the Order of Military Medical Merit.

COL Swoope currently serves as the Deputy Director for the Veterans Affairs Emergency Alerting and Accountability System (VA EAAS), under the office of Human Capital Systems and Human Capital Services Center, Washington DC.

**SARASOTA MILITARY ACADEMY
BOARD OF DIRECTORS
Tuesday February 13, 2024**

- Call to Order
- Pledge of Allegiance
- Approval of the Minutes -Tab 1
 - January 23, 2024
- Head of School Report – SMA Prep Tab 2
 - Athletic Director Report
 - Faculty Representative
- Head of School/Provost Report – SMA High Tab 3
 - Progress Monitoring
 - Athletic Director Report
 - Faculty Representative
- SAI Report - Tab 4
- Treasurer's Report - Tab 5
 - Monthly Financial Report
- SMA Foundation, Inc. Report - Tab 6
- Committee Report – Tab 7
 - PTCC
- Chairperson's Report
 - Board Advisor
- Old Business
- New Business
- Public Comment
- Meeting Adjournment

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES

23 JANUARY 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
Linda Long, Assistant Secretary
Brent Bogart, Former LT, USN
Heather Koester, Former SGT, USAR
Carlos Moreira, 1st Sgt, USMCR (virtual)
Richard Swoope, COL, USA (Ret)
Michael Tollerton, Former CPT, USA

Herb Jones, Chair, SMA Foundation

Absent: SMA-LTC Abby Williams, Assistant Head of High School

SMA Administrative Staff in Attendance:

SMA-COL Christina Bowman, Head of High School/Academy Provost (virtual)
SMA-LTC Caitlin West, Assistant Head of High School (virtual)
SMA-LTC Steve Kok, Director of Finance
MAJ (Ret) Russ Osterfeld, SAI (virtual)
SMA-MAJ Charlie Carver, Athletic Director
SMA-COL Tom Vara, Head of Middle School
SMA-LTC Cheryl Korwin, Assistant Head of Middle School

Guests in Attendance: LTC Scott Lempe; SMA-CPT Makayla Francis, HS ELA Instructor (virtual); SMA-MAJ Dawn Sudbury, Science Chair, Middle School; SMA-MAJ Marsha ReInig-Umana, ESE Liaison, Middle School; SMA-CPT Ellie De Muriás, ESE Educator, Middle School; LTC Jason Constable

Location: SMA Prep Middle School

The chair called the meeting to order at 4:39 pm.

Chair Thomas McElheny started the Pledge of Allegiance.

Chair McElheny amended the agenda to introduce guest, LTC Jason Constable. Vice Chair Erica Gregory provided the board with LTC Constable's background and explained how he can be involved.

Motion to Approve the 19 December 2023 Minutes:

COL Ben Knisely moved to approve the 19 December 2023 minutes; Ms. Linda Long seconded the motion and the board unanimously approved.

Foundation: Chair Herb Jones discussed his positive experience in joining an admissions tour with our cadets. He further discussed his observations of where the high school campus could use upkeep and presented a donation from the Rotary along with a donor match to be used towards campus beautification. Chair Jones recommended dissolving the Foundation and transfer all fundraising efforts under SMA. He suggested the restricted funds for campus upgrades to be transferred to SMA to be utilized for campus needs.

Chair Jones recommends outsourcing grant writing as he emphasized how impactful this area can be to SMA. Ms. Heather Koester inquired as to the need to maintain the Foundation in order to receive specific types of donations, in which Chair Jones replied that it would be researched to verify. Vice Chair Gregory inquired as to any impact on giving if a Foundation isn't established, in which Chair Jones replied no known impact due to current donors still giving to SMA directly.

Chair Jones stated that a Foundation meeting would be scheduled in the near future.

Head of Middle School Report: SMA-COL Tom Vara provided a read-ahead report. He stated a successful change of command ceremony and a great job to cadet leadership with the eighth graders visiting the high school over two days. SMA-COL Vara invited board to attend SPIN event at the middle school on 25 January.

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Mr. Peter Skokos moved to approve the choice chosen by majority of staff through staff survey in distribution of funds acquired through the Florida School Recognition Award; Ms. Koester seconded the motion and the board unanimously approved.

SMA-COL Bowman stated the staff provided positive feedback with Chair McElheny on campus and classrooms regularly.

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Academy Athletics Report: N/A

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

Staff Representatives: SMA-CPT Ellie De Murias stated no staff concerns at this time.

PTCC Report: N/A

Superintendent Search Committee: N/A

Chair Report: Chair McElheny invited LTC Scott Lempe to address the board and he recommended decisions be made on ESSR funds prior to staff starting summer break. Chair McElheny stated a positive impact to SMA in a few years.

Nominating Committee: COL Knisely discussed the background, experiences and desire to join our board of a retired Brigadier General very involved in the community. He provided the resume to the board. Ms. Michael Tollerton stated knowing this nominee for some time and is currently the chair of the nominating committee for service academies. She stated this nominee would be a smart addition to the board. COL Knisely mentioned the need to create a memorial plaque to place on campus.

Board: Ms. Koester Inquired as to a strategic plan on fundraising, in which Chair McElheny replied that one is being formulated now and will present.

Old Business: N/A

New Business: N/A

Public Comments: SMA-MAJ Sudbury shared the rocket launch experiments where cadets identify mistakes and make adjustments.

The next board meeting will be on 13 February 2024 at 2:30 pm at the High School campus.

The chair adjourned the meeting at 5:52 pm.

Dr. Thomas McElheny, Chair

Date

COL Ben Knisely, Secretary

Date

Head of School Report
for February, 2024

Enrollment

Grade 6: 156

Grade 7: 165

Grade 8: 153

Total: 474

Campus Life/Events

- 2/7-Early release for cadets and Professional Development for staff
- 2/8-Cadet promotions at formation
- 2/9-Fire drill period 2
- 2/12-Superbowl Monday party
- 2/13-Board of Directors meeting- High School @ 2:30
- 2/14-Valentine's dress down day
- 2/16-Severe Weather Drill-period 3
- 2/19-No School
- 2/21-Bus evacuation drills
- 2/23-Limited lock down drill period 5

Cadet Highlights

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

World Language:	Emily Huynh	Triston Wadsworth
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Science:	Cheyenne Parker	Tristen Lodes
----------	-----------------	---------------

Meetings/Tours:

- 2/1-Math meeting for 24-25 schedules
- 2/2-ELA + Band meeting for 24-25 schedules
- 2/5-Cadet Council
- 2/12-Academy Administration
- 2/12-Cadet Council
- 2/23-Best Practice for Inclusion Education (BPIE) @ 8:00 am
- 2/28-Threat Assessment Team
- 2/28-Charter school principal meeting

Faculty/Staff Highlights:

- 2/7-Teacher training
- 2/13-Brentwood Elementary Grade 5 school choice visit
- 2/14-Valentine's Day dress down
- 2/22-Tatum Ridge Elementary Grade 5 school choice visit

Parent and Community Highlights

- Prep information/enrollment meeting February 14th – 8:30-9:30 am

Security

- There has been a series of "Fake" threats throughout the county stating "Active Shooter". SMA Prep did not receive any of the threats.

Attention Items:

- We are working on enrollment and staffing for the 2024-2025 school year

8th-grade cadet survey: Cadets attending the HS

- 144 out of 153 completed the survey
- 77 had SMA listed as one of their choices
- 63 did not have listed as one of their choices
- 4 were undecided

High School Head of School/Provost Report
February 13, 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:**
 - Increase retention of rising 9th Graders by 5% each year for the next five years
 - Application data provided
- **College, Careers, and Citizenship**
 - **2022-2023 School Grade: B**
 - Progress monitoring data provided: PM1-PM2
 - Support professional development
 - Early Release Day: 7 February, 2024
 - The SMA Way Literacy Team provided writing skills training and two new Thinking Maps for all instructors in preparation for PM3.
 - Student Success Center Data Provided
 - Goal: Increase the number of lower classmen visits
- **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.
 - Expectations seminar took place the week of 22 January for each grade level.
 - First SMA Annual Flag Retirement Ceremony—Well done!
 - 30 January, 2024

Communication/Community Outreach:

- Adventure Raider Mud Pit Day: 23 February, 2024 2 pm-4pm High School Campus
- Tiger Bay 7 March, 2024
- Spring Break: March 11th-15th, 2024
- Next Meeting: 26 March, 2024 4:30 pm Prep Middle School Campus

SARASOTA COUNTY

SARASOTA MILITARY ACADEMY - 007
2024 - 2

SIS Live.

SIS > Enrollment > View

Enrollment | 11

Enrollment by Race

Majority/Minority Section

Grade Level	Majority		Minority		Total
	MALE	FEMALE	MALE	FEMALE	
06	41	21	56	38	156
07	48	22	64	31	165
08	39	36	42	36	153
09	42	27	56	32	157
10	47	28	43	46	164
11	59	17	41	29	146
12	36	11	30	33	110
TOTAL	312	162	332	245	1051

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	2	44	4	41		3	6	25	4	21	156
07		3	4	54	3	48		1	4	23	3	22	165
08		1	3	29	9	39	1			31	4	36	153
09	1	3	4	45	3	42		1	7	21	3	27	157
10		2	4	27	10	47		1	8	36	1	28	164
11		2	5	33	1	59		1	3	23	2	17	146
12			5	22	3	36			3	27	3	11	110
TOTAL	1	17	27	254	33	312	1	7	31	186	20	162	1051

Student Success Center Report: SMA
The week of January 8th-February 6th

Grade Level	Demographics	Underrepresented/Underserved	Top Reasons for Visit
9 th Grade: 3%	White: 51%	F/R Lunch + Low Income + First Gen: 31%	College Research, Exploration and Planning
10 th Grade: 17%	Hispanic: 28%		Financial Aid, Scholarships, Bright Futures
11 th Grade: 28%	Black: 19%		Community Service
12 th Grade: 52%	Asian: 2%		Career Research, Exploration and Planning
College: 0%	Multi-racial: 0%		
	American Indian: 0%		

***5% First Time Receiving Services**

***95% Have Previously Received Services**

The high school basketball team wrapped up their season in the district tournament with a hard fought loss to ODA. The wrestling team is in the last week of their regular season competitions. The team is looking to have team and individuals advance through the state tournament series. The high school baseball season is now taking place. They will open their competitive season this evening with a pre-season match up with Lakewood Ranch Prep. In only the second season of competition, Coach Osterfeld has an 18 player roster ready to compete. At the Prep the flag football competition season is under way. Also, the boys and girls soccer teams will have interest meetings with cadets within the next two weeks, as their season starts with tryouts the week of March 18.

Athletic department restructuring is continuing on schedule. Students and staff interest surveys have been completed. Facility evaluations have taken place as well. The initial athletic conference organizational meeting took place on January 24, with Sarasota Military Academy serving as the host. Representatives from seven area schools met and began laying out the protocols and procedures for this exciting new endeavor. A detailed update on the athletic department restructuring will be addressed at the next board meeting.

SARASOTA MILITARY ACADEMY

Senior Army Instructor
801 North Orange Avenue
Sarasota, Florida 34236

13 February 2024

MEMORANDUM FOR GOVERNING BOARD, SARASOTA MILITARY ACADEMY

THRU: Superintendent Sarasota Military Academy

SUBJECT: Significant Activities Report (SAR)

Significant Activities (JAN 2024):

- **24-28 January 2024:** SMA Rifle Team: Junior Nationals Competition (Ohio).
- **25 January 2024:** SMA Spin Night at Sarasota Military Preparatory Academy.
- **25 January 2024:** SMA Raider Team: Adventure Raider Season begins.
- **27 January 2024:** SMA Drill Team hosts SMA Invitational at Booker High School.
- **30 January 2024:** U.S Flag History and Retirement Ceremony, Service Learning Project (SLP) at SMA.

Significant Activities (FEB 2024):

- **2 February 2024:** SMA Rifle Team: CMP State Championships (Brooksville, FL).
- **3 February 2024:** SMA Color Guard Performance: University of Tampa.
- **3-4 February 2024:** SMA Rifle Team: SMA Rifle Team hosts Small-Bore Junior Olympics State Championships (Shoot Straight/University).
- **6 February 2024:** Junior Reserves Officer Training Corps Program for Accreditation. (See attached Annex A) for further information regarding areas of inspection as well as a detailed timeline of events.
- **9 February 2024:** JROTC JCLC IPR @ Sarasota High School.
- **7-12 February 2024:** SMA Rifle Team: Army Service Championships (Alabama).

SAI Summary and Outlook:

• **Summary:** The SMA JROTC Department recently completed its three year certification inspection. The inspection covered Drill and Ceremony, Color Guard, Regimental Staff functions and procedures, Cadet & Instructor Portfolio's, and the Flag Retirement Service-Learning Project, (SLP). The SMA Eagle Regiment passed inspection with a 96%, maintaining the Gold Star, representing a JROTC Unit of Distinction. All participating cadets performed exceptionally well and represented SMA to the best extent possible.

- **Outlook:** I assess the remainder of the school year will be extremely productive for the JROTC Department as we reassess program goals and expectations and focus on establishing a culture of Pride in the Program. SAI main points of emphasis are on cadet motivation, student buy-in, and routine engagement with SMA Prep to establish a firm pipe-line of quality Future-Cadets excited to join the student body of the SMA H.S. Campus. Clear guidance and expectations will be shared with JROTC Cadre and Regimental Cadet Leadership, ensuring we remain organized and proactive leading into the 2024-2025 SY. Additionally, the program seeks to establish enhanced ties with SROTC partner University of Tampa IOT strengthen cooperation and develop engagements between programs as we move into a new school year.

RUSSELL R. OSTERFELD
MAJ (Retired), U.S. Army
JROTC, Senior Army Instructor

ANNEX A:
JPA Timeline & Areas of Inspection

SARASOTA MILITARY ACADEMY
801 North Orange Avenue
Sarasota, Florida 34236

11 January 2024

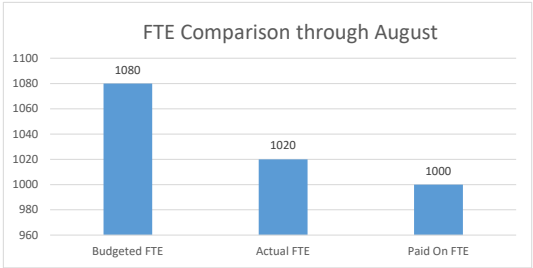
MEMORANDUM FOR RECORD

SUBJECT: Sarasota Military Academy (SMA) Formal JPA Inspection Itinerary

1. Request 6th Brigade Representative, Mr. William (Randy) Smith approve the below represented timeline regarding Sarasota Military Academy's (SMA) upcoming JPA Inspection on 6 FEB 2024.

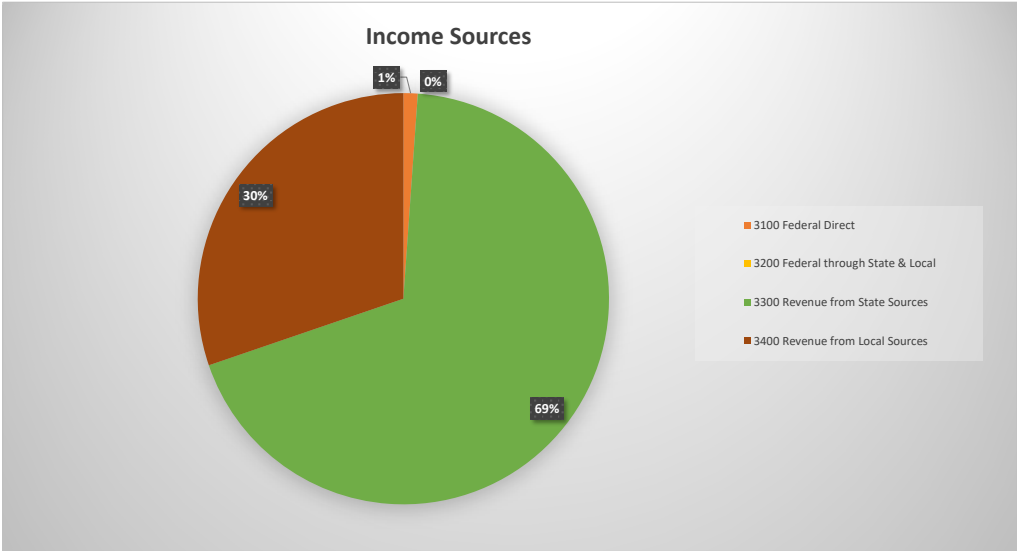
<u>Event</u>	<u>Location</u>	<u>Time</u>	<u>Personnel</u>
6 th BDE Arrival	SMA Main Campus	0730-0735	Mr. Smith (6 th BDE), C/REGT-CDR, MAJ Osterfeld
Principal Meeting	COL Bowman's Office	0735-0745	Mr. Smith (6 th BDE), MAJ Osterfeld, SMA-COL Bowman
JPA Brief	REGT Staff Room (22)	0750-0835	REGT Staff, REGT CDR, Mr. Smith, MAJ Osterfeld
Break	SMA Common Areas	0835-0850	All Personnel
SLP Brief	REGT Staff Room (22)	0850-0935	C-REGT-CDR, BN CDR's, LET 1-4 Representatives
Break	SMA Common Areas	0935-0950	All Personnel
Cadet Portfolio Review	REGT Staff Room (22)	0950-1025	Mr. Smith (6 th BDE)
Instructor Portfolio	REGT Staff Room (22)	1025-1100	Mr. Smith (6 th BDE), SMA Instructors
Break	SMA Common Areas	1100-1115	All Personnel
Color Guard Drill	SMA Flag-Pole Pavers	1115-1130	SMA-Color Guard, SGM Lee, Mr. Smith (6 th BDE)
Platoon Drill	SMA Flag-Pole Pavers	1130-1145	SMA Platoon Representatives, SFC Pelligrino, Mr. Smith (6 th BDE)
Lunch	SMA Conference Room	1145-1230	Mr. Smith (6 th BDE), SMA JROTC Cadre, SMA Administration
Supply Inspection	SMA Supply Room	1230-1300	SMA-CPT Pelligrino, Mr. Smith (6 th BDE), C/S-4
Exit Brief	REGT Staff Room (22)	1310-1340	REGT Staff, JROTC Cadre, SMA Admin

Profit and Loss Pie Charts through August 2024



Income		
3100 Federal Direct	\$	25,752
3200 Federal through State & Local	\$	-
3300 Revenue from State Sources	\$	1,577,498
3400 Revenue from Local Sources	\$	695,208

Total Revenue \$2,298,458



Expenses	
4100 Salaries	\$1,018,118
4200 Employee Benefits	\$314,116
4300 Purchased Services	\$551,131
4400 Energy Services	\$36,644
4500 Materials & Supplies	\$68,841
4600 Capital Outlay	\$231,879
4700 Other Expenses (less depreciation)	\$83,233

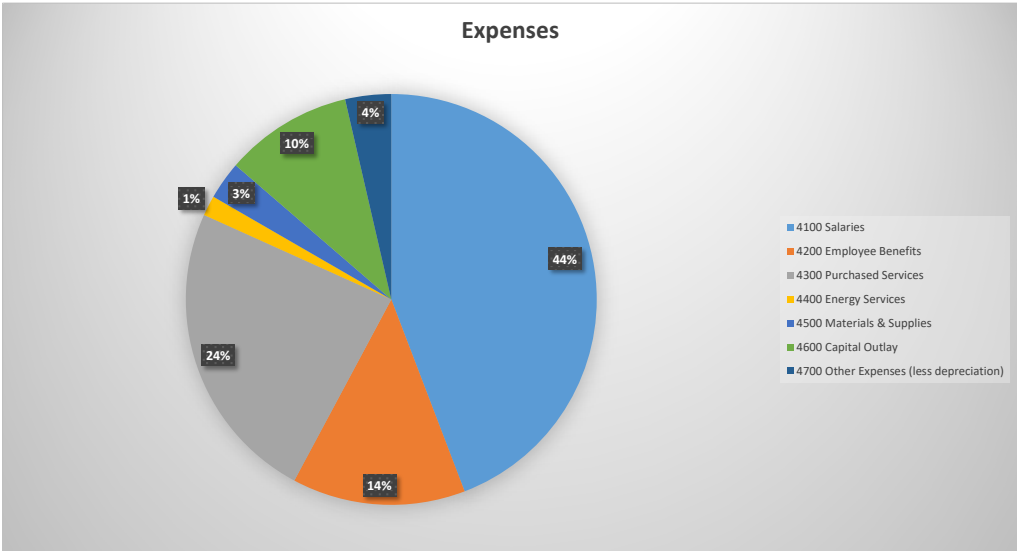
Total Operating Expenses \$2,303,962

Net Operating Income -\$5,504

Depreciation Expense \$117,188

Net Income -\$122,692

Salaries & Benefits Equal 58 % of Operating Budget



Sarasota Military Academy

Balance Sheet- By Campus

As of August 31, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
1110 Cash and cash equivalents	1,786,510
8-1111 Sport Team Bank Accounts	36,338
Total Bank Accounts	\$ 1,822,848
Other Current Assets	
1130 Accounts Receivable	4,071
1220 Due from Other Governments	163,410
1230 Prepaids	5,382
Total Other Current Assets	\$ 172,863
Total Current Assets	\$ 1,995,711
Total Fixed Assets	\$ 18,680,769
TOTAL ASSETS	\$ 20,676,480
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Total Accounts Payable	\$ 72,901
Total Credit Cards	\$ 135,012
Total Other Current Liabilities	\$ 1,070,889
Total Current Liabilities	\$ 1,278,801
Total Long-Term Liabilities	\$ 8,899,620
Total Liabilities	\$ 10,178,422
Equity	
3010 Invested In Capital Assets, Net	8,812,050
3020 Temporarily Restricted Net Asse	60,145
3030 Unrestricted Net Assets	1,748,555
Net Income	(122,692)
Total Equity	\$ 10,498,058
TOTAL LIABILITIES AND EQUITY	\$ 20,676,480

Wednesday, Oct 16, 2024 08:01:04 AM GMT-7 - Accrual Basis

$\$1,995,711 - \$1,278,801 = \$716,910$ Working Capital; Down \$150,790

Ratio of Assets to Liabilities = $\$1,995,711 / \$1,278,801$; 1.69; Down .13

The reason our working capital is down is because we had several major repairs, a large purchase (\$101K) of non-capitalized computer hardware, and this was a make up month for overpayment in July. The overpayment was due to projected enrollment being higher than actual, so our MES was much lower. This also contributed to our negative Net Income.

Sarasota Military Academy

Budget vs. Actuals: FY25 Budget - FY25 P&L

July - August, 2024

2 Months in should be 17%

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
3100 Federal Direct	25,752	211,080	12.00 %
3200 Federal Through State & Local		41,218	
3300 Revenue from State Sources	1,577,498	8,122,101	19.00 %
3400 Revenue from Local Sources	695,208	5,427,321	13.00 %
Total Income	\$2,298,458	\$13,801,720	17.00 %
GROSS PROFIT	\$2,298,458	\$13,801,720	17.00 %
Expenses			
4100 Salaries	1,018,118	6,656,556	15.00 %
4200 Employee Benefits	314,116	2,427,922	13.00 %
4300 Purchased Services	551,131	2,070,461	27.00 %
4400 Energy Services	36,644	284,532	13.00 %
4500 Materials & Supplies	68,841	301,843	23.00 %
4600 Capital Outlay	231,879	237,721	98.00 %
4700 Other Expenses	200,421	1,338,449	15.00 %
Total Expenses	\$2,421,150	\$13,317,484	18.00 %
NET OPERATING INCOME	\$ -122,692	\$484,236	-25.00 %
NET INCOME	\$ -122,692	\$484,236	-25.00 %

Sarasota Military Academy

Profit and Loss - YTD - By Campus

July - August, 2024

	HS	PREP	TOTAL
Income			
3100 Federal Direct	25,752		\$25,752
3300 Revenue from State Sources	853,596	723,902	\$1,577,498
3400 Revenue from Local Sources	417,286	277,921	\$695,208
Total Income	\$1,296,634	\$1,001,824	\$2,298,458
GROSS PROFIT	\$1,296,634	\$1,001,824	\$2,298,458
Expenses			
4100 Salaries	582,690	435,428	\$1,018,118
4200 Employee Benefits	170,990	143,126	\$314,116
4300 Purchased Services	302,520	248,611	\$551,131
4400 Energy Services	17,172	19,472	\$36,644
4500 Materials & Supplies	40,987	27,854	\$68,841
4600 Capital Outlay	142,271	89,608	\$231,879
4700 Other Expenses	134,563	65,858	\$200,421
Total Expenses	\$1,391,191	\$1,029,959	\$2,421,150
NET OPERATING INCOME	\$ (94,557)	\$ (28,135)	\$ (122,692)
NET INCOME	\$ (94,557)	\$ (28,135)	\$ (122,692)

This was a makeup month from being paid on 1080, then dropping it down to 1000, so our MES was much lower. We also paid our entire P&C insurance in July (\$228K), making our expenses higher than normal. And lastly, we made a large purchase (\$101K) of non-capitalized computer hardware which also increased our expenses.

Parent Teacher Cadet Council



2023/24 Council Members

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

What's New:

- **New Spiritwear Vendor** - Stay tuned for new items and rebranding.
- **Actively Recruiting** for PTCC members for 2024/2025 Year

Event Recap:

- PTCC was represented at the Middle School SPIN night.
- Wreaths Across America - update will come next month.

Upcoming Events:

March

1. PEP Rally for Walk-A-Thon at Middle School
2. Walk-A-Thon

April

1. 8th Grade Semi Formal
2. Book Fair at Middle School

May

1. Teacher Appreciation Week

Other Events Coming up:

Eagle Awards - Date TBD

NEXT MEETING: March 19th, 2024.

Grant and Donation Summary:

Approved by Grant Committee (December)

Proposed Annual Budget = \$13,000
(\$500ea per semester/per Dept.)

Location	Requested	Approved
High	1	1
Middle	0	0

Total Amount for FY'23/24: \$4,625.00

NOTE: All grants are forwarded to the Finance Dept. for final approval.

February 8, 2024

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES

23 JANUARY 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
Linda Long, Assistant Secretary
Brent Bogart, Former LT, USN
Heather Koester, Former SGT, USAR
Carlos Moreira, 1st Sgt, USMCR (virtual)
Richard Swoope, COL, USA (Ret)
Michael Tollerton, Former CPT, USA

Herb Jones, Chair, SMA Foundation

Absent: SMA-LTC Abby Williams, Assistant Head of High School

SMA Administrative Staff in Attendance:

SMA-COL Christina Bowman, Head of High School/Academy Provost (virtual)
SMA-LTC Caitlin West, Assistant Head of High School (virtual)
SMA-LTC Steve Kok, Director of Finance
MAJ (Ret) Russ Osterfeld, SAI (virtual)
SMA-MAJ Charlie Carver, Athletic Director
SMA-COL Tom Vara, Head of Middle School
SMA-LTC Cheryl Korwin, Assistant Head of Middle School

Guests in Attendance: LTC Scott Lempe; SMA-CPT Makayla Francis, HS ELA Instructor (virtual); SMA-MAJ Dawn Sudbury, Science Chair, Middle School; SMA-MAJ Marsha Reinig-Umana, ESE Liaison, Middle School; SMA-CPT Ellie De Murias, ESE Educator, Middle School; LTC Jason Constable

Location: SMA Prep Middle School

The chair called the meeting to order at 4:39 pm.

Chair Thomas McElheny started the Pledge of Allegiance.

Chair McElheny amended the agenda to introduce guest, LTC Jason Constable. Vice Chair Erica Gregory provided the board with LTC Constable's background and explained how he can be involved.

Motion to Approve the 19 December 2023 Minutes:

COL Ben Knisely moved to approve the 19 December 2023 minutes; Ms. Linda Long seconded the motion and the board unanimously approved.

Foundation: Chair Herb Jones discussed his positive experience in joining an admissions tour with our cadets. He further discussed his observations of where the high school campus could use upkeep and presented a donation from the Rotary along with a donor match to be used towards campus beautification. Chair Jones recommended dissolving the Foundation and transfer all fundraising efforts under SMA. He suggested the restricted funds for campus upgrades to be transferred to SMA to be utilized for campus needs.

Chair Jones recommends outsourcing grant writing as he emphasized how impactful this area can be to SMA. Ms. Heather Koester inquired as to the need to maintain the Foundation in order to receive specific types of donations, in which Chair Jones replied that it would be researched to verify. Vice Chair Gregory inquired as to any impact on giving if a Foundation isn't established, in which Chair Jones replied no known impact due to current donors still giving to SMA directly.

Chair Jones stated that a Foundation meeting would be scheduled in the near future.

Head of Middle School Report: SMA-COL Tom Vara provided a read-ahead report. He stated a successful change of command ceremony and a great job to cadet leadership with the eighth graders visiting the high school over two days. SMA-COL Vara invited board to attend SPIN event at the middle school on 25 January.

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Superintendent Search Committee: N/A

Chair Report: Chair McElheny invited LTC Scott Lempe to address the board and he recommended decisions be made on ESSR funds prior to staff starting summer break. Chair McElheny stated a positive impact to SMA in a few years.

Nominating Committee: COL Knisely discussed the background, experiences and desire to join our board of a retired Brigadier General very involved in the community. He provided the resume to the board. Ms. Michael Tollerton stated knowing this nominee for some time and is currently the chair of the nominating committee for service academies. She stated this nominee would be a smart addition to the board. COL Knisely mentioned the need to create a memorial plaque to place on campus.

Board: Ms. Koester inquired as to a strategic plan on fundraising, in which Chair McElheny replied that one is being formulated now and will present.

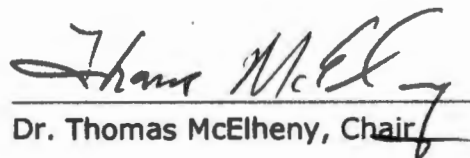
Old Business: N/A

New Business: N/A

Public Comments: SMA-MAJ Sudbury shared the rocket launch experiments where cadets identify mistakes and make adjustments.

The next board meeting will be on 13 February 2024 at 2:30 pm at the High School campus.


The chair adjourned the meeting at 5:52 pm.



Dr. Thomas McElheny, Chair

2/13/24

Date



COL Ben Knisely, Secretary

2/13/24

Date



Sarasota Military Academy

October 7, 2024

Dear Parent/Guardian:

As Head of School, I am writing to you to communicate an important piece of information. The Florida Department of Education requires public schools to inform all families when there is an instructor who is designated as "Out-of-Field." "Out-of-Field" is a term for teachers who are assigned teaching duties in a class where the subject matter is outside the field in which the teacher is certified.

Your child is currently being instructed by SMA-CPT Jessica Bangora, who is teaching Psychology, and is considered by the Florida Department of Education, as noted above, to be an "Out of Field" teacher for the start of the 2024-2025 academic year.

It is important to note that SMA-CPT Bangora currently holds a teaching certificate in Middle Grades Social Studies. Her professional and instructional experience is vast and exemplary and SMA is completely confident in SMA-CPT Ramirez's ability to fully instruct her classes.

Thank you for your continued support of SMA and its academic excellence.

Sincerely,

SMA-COL Christina Bowman
Head of School, High School Campus
Sarasota Military Academy



Sarasota Military Academy

October 7, 2024

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Your child is currently being instructed by SMA-MAJ Charlie Carver, who is teaching Physics, and is considered by the Florida Department of Education, as noted above, to be an "Out of Field" teacher for the start of the 2024-2025 academic year.

It is important to note that SMA-MAJ Carver currently holds a teaching certificate in Chemistry Grades 6-12, and has over 8 years teaching experience at SMA High School. His professional and instructional experience is vast and exemplary and SMA is completely confident in SMA-MAJ Carver's ability to fully instruct his classes.

Thank you for your continued support of SMA and its academic excellence.

Sincerely,

SMA-COL Christina Bowman
Head of School, High School Campus
Sarasota Military Academy



Sarasota Military Academy

October 7, 2024

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Your child is currently being instructed by SMA-CPT Ernesto Ramirez, who is teaching Personal Finance and Money Management, and is considered by the Florida Department of Education, as noted above, to be an "Out of Field" teacher for the start of the 2024-2025 academic year.

It is important to note that SMA-CPT Ramirez currently holds a teaching certificate in Business Education Grades 6-12, and has 2 years teaching experience at SMA High School. His professional and instructional experience is vast and exemplary and SMA is completely confident in SMA-CPT Ramirez's ability to fully instruct his classes.

Thank you for your continued support of SMA and its academic excellence.

Sincerely,

SMA-COL Christina Bowman
Head of School, High School Campus
Sarasota Military Academy



Sarasota Military Academy

October 7, 2024

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Your child is currently being instructed by SMA-CPT Lina Hutchinson, who is teaching Latin American History, and is considered by the Florida Department of Education, as noted above, to be an "Out of Field" teacher for the start of the 2024-2025 academic year.

It is important to note that SMA-CPT Hutchinson currently holds a teaching certificate in World Language, Spanish. SMA is completely confident in SMA-CPT Hutchinson's ability to fully instruct her classes.

Thank you for your continued support of SMA and its academic excellence.

Sincerely,

SMA-COL Christina Bowman
Head of School, High School Campus
Sarasota Military Academy



Sarasota Military Academy

October 7, 2024

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Your child is currently being instructed by SMA-MAJ Lorene Bauck, who is teaching Health Explorations, and is considered by the Florida Department of Education, as noted above, to be an "Out of Field" teacher for the start of the 2024-2025 academic year.

It is important to note that SMA-MAJ Bauck currently holds a teaching certificate in Biology Grades 6-12, and has taught at SMA High for 10 years. Her professional and instructional experience is vast and exemplary and SMA is completely confident in SMA-MAJ Bauck's ability to fully instruct her classes.

Thank you for your continued support of SMA and its academic excellence.

Sincerely,

SMA-COL Christina
Head of School, High School Campus
Sarasota Military Academy



Sarasota Military Academy

October 7, 2024

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Your child is currently being instructed by SMA-CPT John Souders, who is teaching Outdoor Education and Recreational Activities, and is considered by the Florida Department of Education, as noted above, to be an "Out of Field" teacher for the start of the 2024-2025 academic year.

It is important to note that SMA-CPT Souders currently holds a teaching certificate in Mathematics Grades 6-12, and has taught at SMA High for 8.5 years. His professional and instructional experience is vast and exemplary and SMA is completely confident in SMA-CPT Souder's ability to fully instruct his classes.

Thank you for your continued support of SMA and its academic excellence.

Sincerely,

SMA-COL Christina
Head of School, High School Campus
Sarasota Military Academy



Sarasota Military Academy

October 7, 2024

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Your child is currently being instructed by SMA-CPT Palmer Hicks, who is teaching Physical Education, and is considered by the Florida Department of Education, as noted above, to be an "Out of Field" teacher for the start of the 2024-2025 academic year.

It is important to note that SMA-CPT Palmer Hicks currently holds a teaching certificate in Social Sciences Grades 6-12, and has taught at SMA High for 1.5 years. His professional and instructional experience is vast and exemplary and SMA is completely confident in SMA-CPT Palmer Hick's ability to fully instruct his classes.

Thank you for your continued support of SMA and its academic excellence.

Sincerely,

SMA-COL Christina
Head of School, High School Campus
Sarasota Military Academy



Sarasota Military Academy

October 7, 2024

Dear Parent/Guardian:

As Head of School, I am writing to you to communicate an important piece of information. The Florida Department of Education requires public schools to inform all families when there is an instructor who is designated as "Out-of-Field." "Out-of-Field" is a term for teachers who are assigned teaching duties in a class where the subject matter is outside the field in which the teacher is certified.

Your child is currently being instructed by SMA-CPT Linda Diaz, who is teaching 7th Grade Language Arts, and is considered by the Florida Department of Education, as noted above, to be an "Out of Field" teacher for the start of the 2024-2025 academic year.

It is important to note that SMA-CPT Diaz currently holds a teaching certificate in Elementary Education, ESOL and has a Reading Endorsement. Her professional and instructional experience is vast and exemplary and SMA is completely confident in SMA-CPT Diaz's ability to fully instruct her classes.

Thank you for your continued support of SMA and its academic excellence.

Sincerely,

SMA-COL Tom Vara
Head of School, Middle School Campus
Sarasota Military Academy



Sarasota Military Academy

October 7, 2024

Dear Parent/Guardian:

As Head of School, I am writing to you to communicate an important piece of information. The Florida Department of Education requires public schools to inform all families when there is an instructor who is designated as "Out-of-Field." "Out-of-Field" is a term for teachers who are assigned teaching duties in a class where the subject matter is outside the field in which the teacher is certified.

Your child is currently being instructed by Michael Finley, who is teaching Music, specifically Drum Line, and is considered by the Florida Department of Education, as noted above, to be an "Out of Field" teacher for the start of the 2024-2025 academic year.

It is important to note that SMA-MAJ Finley currently holds a teaching certificate in Social Sciences Grades 6-12, and has over 13 years teaching experience at SMA High School and 6 years at SMA Prep. His professional and instructional experience is vast and exemplary and SMA is completely confident in SMA-MAJ Finley's ability to fully instruct his classes and will actively pursue his certification in Music Grades K-12.

Thank you for your continued support of SMA and its academic excellence.

Sincerely,

SMA-COL Thomas Vara
Head of School, Prep Campus
Sarasota Military Academy

OCTOBER 2024 MEMBERSHIP REPORT MIDDLE SCHOOLS

"Shows the number of students attending their zoned school plus those that have transferred into this school from another attendance zone."

SCHOOL ATTENDING	ZONED SCHOOL	GRADE LEVEL			TOTALS
		6	7	8	
Sarasota Military Academy	Booker Middle	38	43	44	125
	Brookside Middle	10	23	18	51
	Charlotte County Schools	2		2	4
	Desoto County Schools			1	1
	Heron Creek Middle	2	3	3	8
	Laurel Nokomis School	2		3	5
	Manatee County Schools	30	39	58	127
	McIntosh Middle	25	32	30	87
	Sarasota Middle	12	9	7	28
	Venice Middle		3		3
	Woodland Middle	3		2	5
TOTALS		124	152	168	444

OCTOBER 2024 MEMBERSHIP REPORT HIGH SCHOOLS

"Shows the number of students attending their zoned school plus those that have transferred into this school from another attendance zone."

SCHOOL ATTENDING	ZONED SCHOOL	GRADE LEVEL				TOTALS
		9	10	11	12	
Sarasota Military Academy	Booker High	48	62	46	40	196
	Charlotte County Schools	3		2		5
	Desoto County Schools	1		2		3
	Hillsborough County Schools		1			1
	Manatee County Schools	32	28	39	30	129
	North Port High	2	7	9	7	25
	Riverview High	21	15	17	16	69
	Sarasota High	29	35	26	33	123
	Venice High	6	3		3	12
TOTALS		142	151	141	129	563

SMA athletics in its busiest time of the year. Fall sports are wrapping up and the winter sports are just kicking off.

Our high school volleyball team ended their season with the most wins in school history. The cross country team wrapped up the regular season with both the boys and girls teams winning the newly organized West Florida Athletic Conference cross country meet held at the SMA Prep campus. Two of our girl runners, Cielo Contreras and Bella Foss, have both bested the previous school record for fastest 5K cross country time. On the boys' side, Pierce Mihailoff finished as the second place finisher in the conference meet. Our winter sports, basketball, soccer and wrestling have been practicing as their competitive seasons are about to get under way.

Winter sports at the Prep are getting under way as well. The boys and girls basketball teams have just started practicing as the kickoff to their seasons.

As you are aware, facilities are and will continue to be the greatest challenge for SMA high school athletics. With recent damage from Helene and Milton, county facilities have become increasingly difficult to secure. In order to provide athletic facilities for our cadets, we have had to rent more expensive options. To demonstrate the financial strain this creates, I have attached a copy of the invoice of our most recent field rental from RL Taylor. This invoice is for just one sport for a portion of the season. I would appreciate the opportunity to address the board in more detail concerning the implications of having an athletic program with no or very limited facilities.



NOTE: This is a legally binding agreement. Please review it carefully before signing. You have the right to consult with an attorney before signing this agreement.

**CITY OF SARASOTA, FLORIDA
ROBERT L. TAYLOR COMMUNITY COMPLEX TURF STADIUM**

USAGE PERMIT

THIS USAGE PERMIT ("Permit") is made and entered into this 23rd day of October 2024 by and between the City of Sarasota, a municipal corporation of the State of Florida, 1565 First Street, Sarasota, Florida 34236, hereinafter referred to as CITY, and Sarasota Military Academy (Charlie Carver) hereinafter referred to as PERMITEE.

WITNESSETH:

WHEREAS, the CITY is the owner and operator of the Robert L. Taylor Community Complex (hereinafter "Complex") located at 1845 34th Street, Sarasota, Florida 34234; and

WHEREAS, in order to provide a venue for local, state, national and international events and to offset operating expenses of the Complex, the CITY routinely makes the Complex and Amenities of the Complex available to individuals, businesses and organizations; and

WHEREAS, this Permit sets forth the Terms and Conditions under which the CITY has agreed to make the Amenities available to the above-named PERMITEE; and

WHEREAS, by executing this Permit, the PERMITEE agrees to the Terms and Conditions contained herein; and

WHEREAS, the City Manager of CITY, pursuant to Section 2-5(3)z., Sarasota City Code, is authorized to administratively approve and execute this Usage Permit on behalf of CITY.

NOW, THEREFORE, THE PARTIES, IN CONSIDERATION OF THE COVENANTS CONTAINED HEREIN, AGREE TO THE FOLLOWING:

DEFINITIONS: RLTC Manager refers to the Manager of the Robert L. Taylor Community Complex or his designee.

IDLE HOURS refers to hours the Robert L. Taylor Community Complex Stadium is closed.

AMENITIES refers to areas of the Complex Turf Stadium that can be rented, such as the full field, 3 medium fields, concession stand, and meeting/party room. Amenities will not include the administrative desk space, IT areas, or electrical spaces.

SPECIFIC TERMS AND CONDITIONS:

The CITY hereby grants to PERMITEE the ability to use the Amenities specifically identified herein during the dates and times set forth in this Permit. PERMITEE has the right to use the Amenities for the purpose(s) described herein.

1. **PURPOSE:** The Purpose of this Permit is:

Name of Event: Soccer

Type of Event: Practices/Games

Amenity and/or Amenities Made Available: Full Field for practice and game days.

PERMITEE initials CC

CITY initials _____

2. **PERMIT PERIOD:** PERMITEE shall have permission to use the Amenities on the following dates and times:

2024 Winter Soccer Season

Full field rental at \$40/hour for every day utilized:

Practice Days: 2:45 pm – 4:30 pm

Game Days: 3:00 pm – 6:00 pm

Practices: October: 28, 29, 31; November: 1, 4, 6, 7, 8, 13, 15, 18, 20, 21, 22; December: 2, 4, 6, 9, 11, 12, 13
Games: December 3, 10

(Practices) 21 dates = 36.75 hours @ \$40/hour = \$1,470

(Games) 2 dates = 6 hours @ \$40/hour = \$240

Total= \$1,710.00

Setup time needed outside of standard sports needs will need to be reserved as extra time. RLT staff will set up standard needs included.

*RLTCC Reserves the right to remove PERMITTEE GROUP from use on any given practice or game day at our discretion during this contract year.

3. **PERMIT FEE:** PERMITEE shall pay to CITY a total of One Thousand Seven Hundred and Ten Dollars, (\$1,710.00) not including 3.0% tax, as total consideration for the Permit Period, the balance is to be paid no later than Friday, April 12, 2024, 5pm. The Permit Fee includes charges for additional equipment and/or services as listed in Exhibit "A," attached and incorporated herein. The Permit Fee does not include charges for change orders for additional equipment and/or services as listed in Exhibit "B," attached and incorporated herein. Change order charges shall be invoiced separately and due and payable upon receipt of the invoice.

4. **GUARANTEE OF PERMIT FEE:** The Permit Fee quoted in this Permit is guaranteed for a maximum period of twelve (12) months from the date of execution thereof. If the event takes place more than 12 months after the date of such execution, the actual Permit Fee will be the prevailing rate on the date of the first day of the event. Any waiver of this policy must be issued in writing by the RLTCC Manager.

5. **DAMAGE DEPOSIT:**

A. Any monetary amounts for damage incurred by the CITY shall be billed to PERMITEE at the above address, who hereby agrees to reimburse the CITY for such costs within thirty (30) days of receipt of an invoice. Unpaid balances are subject to a finance charge of one- and one-half percent (1.5%) per month. PERMITEE shall be held responsible for all expenses incurred to collect delinquent amounts, including attorney's fees and costs.

B. PERMITEE assumes full responsibility for the acts and conduct of all persons admitted to the Amenities during PERMITEE'S event.

6. **CONCESSION:** (Check Applicable Option)

A. ☒ CITY shall have all concession rights during the Permit Period. No other food or drinks may be sold by the PERMITEE unless otherwise specified in this Permit.

B. ☐ PERMITEE shall have all concession rights during the Permit Period. In consideration thereof, PERMITEE shall pay _____ percent (____%) of its net sales during the Permit Period to CITY within 24 hours of the end of the Permit Period. PERMITEE shall produce, at the time of payment, concession records that adequately establish gross sales during the Permit Period. PERMITEE'S failure to produce and provide such records to CITY shall result in the PERMITEE being billed the flat rate for the Amenities, as set forth in Section "A" above.

7. **OVERTIME:** PERMITEE agrees to pay an hourly overtime fee of forty dollars (\$40) for each hour, or any fraction thereof, that PERMITEE (or PERMITEE'S agents, employees, patrons, guests, or other persons admitted to the said Amenities by PERMITEE) uses or occupies the Amenities before or after the Permit Period, or during Idle Hours, except as otherwise provided herein.

PERMITEE initials CC

SARASOTA MILITARY ACADEMY

Senior Army Instructor
801 North Orange Avenue
Sarasota, Florida 34236

30 October 2024

MEMORANDUM FOR GOVERNING BOARD, SARASOTA MILITARY ACADEMY

THRU: Superintendent Sarasota Military Academy

SUBJECT: Significant Activities Report (SAR)

Significant Activities (OCT 2024):

- **5 OCT 2024:** SMA Raider Invitation (SMA H.S. Campus).
- **8 & 15 OCT 2024:** Honor Flight Information Night and Sign-Up Deadline
- **15-17 OCT 2024:** ASVAB Testing (SMA Computer Lab).
- **24-26 OCT 2024:** SMA Rifle Team Dixie Doubles Competition (Talladega & Anniston, AL).
- **25-26 OCT 2024:** SMA JROTC Bake Sale Fundraiser (SMA H.S. & Prep Campus).

Significant Activities (NOV 2024):

- **2 NOV 2024:** District Raider Meet (Braden River H.S.).
- **11 NOV 2024:** SMA Veterans Day Parade (SMA H.S. Campus).
- **13 NOV 2024:** Honor Flight (Washington, D.C.).
- **14 NOV 2024:** SMA Rifle Team Meet (Mariner H.S.).
- **16 NOV 2024:** JROTC State Raider Meet (Brooksville, FL).
- **21 NOV 2024:** JROTC Dress Down Day Fundraiser (SMA H.S. Campus).

SAI Summary and Outlook:

- **Summary:** The SMA JROTC Department just wrapped up our 1st Quarter of the School Year. First Quarter emphasis was on standards and discipline. Second Quarter emphasis will be on teamwork and motivation as we push our cadets to grow not just at school beyond the classroom. Our Rifle and Raider Teams are well into their seasons and have both fared very well in recent competition with several more dates left on the calendar to compete for both respective teams. SMA Drill Team tryouts were conducted in October and team practices have already begun for both our standard and exhibition teams. We also administered the ASVAB in Mid-October as a way for cadets to ascertain their fitness for potential future service.

- **Outlook:** Second Quarter is a very busy quarter for SMA JROTC. We will have all 5 JROTC Teams (Rifle, Drill, Raiders, Cyber Patriots, and JLAB) practicing and competing in multiple events simultaneously between now and Winter Break. Our Military Ball is scheduled for 13 DEC 2024 at the Art Ovation Hotel, theme for the event is “A Silver Christmas.” We welcome you to join us for the special occasion. We are thankful to have made it through the recent hurricanes and look forward to kicking off the 2nd QTR of the school year.

RUSSELL R. OSTERFELD
MAJ (Retired), U.S. Army
JROTC, Senior Army Instructor