



**THE MIAMI BOARDING SCHOOL, INC.
(d/b/a The SEED School of Miami)**

Board of Directors Meeting
Wednesday, November 16, 2022 | 12:00 - 2:00

The SEED School of Miami
1901 NW 127 Street
Miami, Florida 33167

Participating Directors: Melanie Damian, Virginia Emmons, Jason Bloch, Tery J. Medina, Carol Cope, Stuart Israelson, Mark Smith, Pat Gannon, Alise Johnson, Alison Harke, Dorothy Terrell, Jon Tucker

Participating Staff: Kara Locke, Tiffany Graver-Smith, Giovanna Maldonado, Jasmine Givens, Claudio Moraes, Abraham McLearn, Theresa Thomas

Call to Order & Welcome

A quorum was established and the meeting was called to order at 12:08 p.m. The Chair, Melanie Damian, welcomed members to the quarterly Board meeting.

Board Chair Update

A motion to approve the minutes of the September 21, 2022 board meeting minutes (a copy of the proposed minutes was provided in the meeting materials) was made, seconded and passed unanimously.

Board Candidates Update

Ms. Damian provided the Board with an update on Board prospect Nancy Hector. Additionally, Ms. Damian presented to the Board information on proposed Board member, Andi Potamkin, and highlighted her involvement with SEED Miami. A copy of her bio was presented to the Directors. A motion to approve Ms. Potamkin as a member of the SEED School of Miami Board of Directors was made, seconded, and passed unanimously.

Finance Update

Dr. Locke provided the Board with an update on FL-DOE funding. Mr. Moraes provided the Board with an update on SEED Miami's balance sheet, an overview of their statement of activities, and cash flow.

Operations Update

Ms. Maldonado provided the Board with an update on pending construction projects which included the academic lobby, campus security system, and campus canopy project. Ms. Maldonado also provided an

update on the Certificate of Occupancy and outlined necessary next steps. Ms. Maldonado shared information about the security project and responded to questions from board members. Followup conversation on the topic was deferred to a future building and grounds committee discussion.

Development Update

Mrs. Graver-Smith provided the Board with an update regarding operational and capital fundraising efforts including progress, goals, and timeline. Mrs. Graver-Smith also highlighted past events and encouraged the Board's support and participation with The Legacy Ceremony.

Head of School Report

Dr. Locke highlighted the Commissioner of Education's successful visit to SEED Miami, and also shared updates regarding the shared use of the cafeteria and status of the M-DCPS lease amendments.

Dr. Locke presented a motion to approve the 22-23 Code of Student Conduct. Dr. Locke provided an overview of the Code of Conduct and noted a safeguard for the various infractions that can occur within a 24-hour program. The motion to approve the Code of Conduct was moved, seconded and passed unanimously.

Dr. Locke introduced Mr. McLearn, SEED Miami's Athletic Director who noted several sport-related updates including boys basketball, track and field, and cross country.

Dr. Locke introduced Theresa Thomas who shared updates on college acceptances, school improvement plan, and an update on staff recruitment.

Dr. Locke also introduced SEED Miami's External Opportunities Coordinator, Jasmine Givens. She provided an overview of her role and outlined various projects Ms. Givens is involved with including Senior Internship. She summoned the Board to think through their professional networks to expand SEED's internship site offerings to include social work, performing arts, construction, and emergency response.

Meeting adjourned at 2:00

Minutes drafted by Tiffany Graver-Smith

The undersigned hereby certifies that he/she is a Director and/or Officer of The Miami Boarding School, Inc., a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation & the individual charter schools sponsored by the said Corporation.

The minutes were adopted by the Board of Directors at a meeting held on March 15, 2023.



Melanie Damian, Esquire
Chair, The SEED School of Miami Board of Directors