



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

Board of Directors Meeting

Wednesday, March 15, 2023 | 12:00 - 2:30

The offices of Greenberg Traurig
333 SE 2nd Ave #4400, Miami, FL 33131
Meeting Room: 44.004A

Zoom Meeting:

<https://us02web.zoom.us/j/88633615607?pwd=d1dUZTFkbllMMjdDZTR5UUUVuQnpHdz09>

Participating Directors: Melanie Damian, Jason Bloch, Tery J. Medina, Stuart Israelson, Mark Smith, Pat Gannon, Alise Johnson, Alison Harke, Dorothy Terrell, Jon Tucker, Andi Potamkin, Tom Culmo

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

Participating Guests: Nancy Hector, Zoe Leader

Call to Order & Welcome

A quorum was established and the meeting was called to order at 12:15 p.m. Pat Gannon welcomed members to the quarterly Board meeting.

Board Chair Update

A motion to approve the minutes of the November 16, 2022 board meeting minutes (a copy of the proposed minutes was provided in the meeting materials) was made, seconded and passed unanimously.

School Calendar Approval

Dr. Locke noted differences between SEED Miami's calendar and M-DCPS calendar. A motion to approve SEED Miami's 2023 - 2024 academic calendar (a copy of the proposed calendar was provided in the meeting materials) was made, seconded and passed unanimously.

Proposed Board Meeting Dates for 2023 - 2024

The Board proposed and agreed upon the following Board meeting dates for the 2023-2024 academic year: July 19, 2023, September 20, 2023, November 8, 2023, March 13, 2024, May 15, 2024. Additionally, the Board agreed to postpone the April Board meeting to May 10th.

Committee Review

Mr. Gannon reviewed the Trustees Committee assignments with the Directors. Ms. Hector, who is pending Board clearance with M-DCPS, agreed to be part of the Building and Grounds Committee, Finance Committee, and Governance Committee. Ms. Potamkin would like to be part of the Building and Grounds Committee and Education Committee.

PPP Update

Ms. Damian thanked Mr. Moraes and Ms. Maldonado for their work on the PPP Loan. She highlighted \$1.2 million was approved and forgiven.

Student Panel

Dr. Locke introduced SEED Alum from the Class of 2022 Zoe Leader to the Board. Ms. Damian highlighted all of Zoe's accomplishments to date. Ms. Leader shared her reflections on being a former SEED student and what she is currently pursuing at the University level. Dr. Locke also highlighted Dual Enrollment at SEED and noted Ms. Leader's coursework at Florida International University.

Athletics Update

Dr. Locke thanked Mr. Smith and Ms. Harke for their dedication to growing SEED's football program. Mr. McLearn, SEED's Athletic Director, highlighted the athletic program slated for the 23-24 academic year and celebrated the girl's volleyball season. He also highlighted the opening of the weight room. A copy of the weight room policies was provided in the meeting materials.

Mr. Smith noted tackle football as an important component to SEED's athletic program including recruitment, retention, and college aspirations. Ms. Harke will lead the Booster Club to raise funds and awareness including equipment needs, field fees, referee fees, coaching, and more. The Committee made a call to action and encouraged the Board to think through their networks of who can play a part in sponsoring uniforms, helmets, and fundraising efforts. Ms. Hector agreed to sponsor the uniforms. The total fundraising lift for football is approximately \$113,000. This includes \$88,000 for football, and approximately \$25,000 to remediate the field on SEED grounds.

Finance Update

Dr. Locke provided the Board with an update on the settlement agreement between the FLDOE and The SEED School of Miami and will provide more information by the May 10th Board meeting.

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 highlighted that after two years, SEED Miami was finally approved for a Certificate of Occupancy. Ms. Maldonado also provided the Board with an update on the construction projects for the lobby and security.

Title I Approval

A motion was made to approve the Title I budget appropriation and noted how SEED Miami uses Title I funds. The motion was seconded and passed unanimously.

Human Resources Update

Ms. Madonado presented the Board with an update on Human Resources efforts. She provided the Board with an update on 12-month employee statuses and will have more information on 10-month employees statuses by the May 10th Board meeting.

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 encouraged the Board's support and participation with The Legacy Ceremony.

Head of School Report

Dr. Locke updated the Board on SEED's programmatic partnerships including drumming, gardening, chess, and jiu jitsu. Dr. Locke also shared an update on summer professional development noting SEED signed an agreement with CollaborNation which will move 50% of SEED's summer training into a virtual setting. This affords SEED staff with extended summer vacation time and makes the HR process much more efficient.

Dr. Locke also provided the Board with an update on enrollment based on this fiscal year's budget, and noted 102 of the 250 students are siblings. She also provided the Board with a comparison in withdrawal rates and noted an uptick in the number of children who have withdrawn from SEED but want to re-enroll.

Dr. Locke also shared that for 2022–2023 school year, all Florida schools have transitioned to the Florida Benchmark for Excellent Student Thinking (B.E.S.T.) content standards and to the Florida Assessment of Student Thinking (FAST) for Grades 3–10 ELA Reading and Grades 3–8 Mathematics. She noted SEED staff will undergo training on how to best prepare and teach for this assessment over the summer months.

Dr. Locke also highlighted the Class of 2023's current college acceptances and noteworthy accomplishments including leading the network in college acceptance rates and scholarship information.

Following the Head of School Report, Board members went into executive session.

Meeting adjourned at 2:03

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 May 10, 2023.



Melanie Damian, Esquire

Chair, The SEED School of Miami Board of Directors