



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

**Board of Directors Meeting**

Wednesday, September 20, 2023 | 12:00 PM - 2:00 PM

**Participating Directors:** Melanie Damian, Tom Culmo, Jon Tucker, Stuart Israelson, Virginia Emmons, Andi Potamkin, Nancy Hector, Alise Johnson, Dorothy Terrell, Jason Bloch

**Participating Staff and Guests:** Justin Chiu, Zoe Leader, Giovanna Maldonado, Claudio Moraes, Dr. Leah Skinner, Luna Otero, Derik Washington, Theresa Thomas, Woodrow Scott, Kendra Johnson-Tesch, Keniq Coney

**Call to Order & Welcome**

A quorum was established and the meeting was called to order at 12:03 PM. The Chair, Melanie Damian, welcomed members to the board meeting.

**Board Chair Update**

A motion to approve the date change of the Q3 board meeting from March 13, 2024 to March 20, 2024 due to a scheduling conflict was made, seconded and passed unanimously.

A motion to approve the minutes of the July 26, 2023 board meeting minutes (a copy of the proposed minutes was provided in the meeting materials) was made, seconded and passed unanimously.

Ms. Damian explained that Ms. Cope has submitted her resignation from the Board of Directors and thanked her for her support throughout the past several years.

Ms. Damian introduced the biography for a board prospect nominee, Ms. Melissa Babil. She explained that we were introduced to Ms. Babil through the Concours Club and she has been a great supporter of SEED Miami. A motion to approve Ms. Babil as a member of the Board of Directors was made, seconded and passed unanimously.

**Foundation-School Discussion**

Ms. Damian welcomes members of The SEED Foundation's School Support Team, Keniq Coney and Kendra Johnson-Tesch. Ms. Coney reviewed the structure of the support provided by The SEED Foundation. Ms. Johnson-Tesch further explained the SEED Model, Network

Assessments, and stakeholder engagement initiatives. Ms. Damian thanked Ms. Coney and Ms. Johnson-Tesch for their time.

### **Operations Update**

Ms. Maldonado explained the Mental Health Assistance Allocation Plan to the board members. A motion to approve the Mental Health Assistance Allocation Plan was made, seconded and passed unanimously.

Ms. Maldonado explained the Teacher Salary Increase Allocation Plan to the board members. A motion to approve the Teacher Salary Increase Allocation Plan was made, seconded and passed unanimously.

Ms. Maldonado explained that we have three staff members who are in need of a waiver in order to teach outside of their currently certified subject areas. Mr. Cleon Roberts is in need of a waiver to teach math, Mr. Jonathan Salmeron is in need of a waiver to teach science, and Ms. Felder is in need of a waiver to teach ELA. A motion to approve the out-of-field waivers was made, seconded and passed unanimously.

Ms. Maldonado explained that for the Title I budget, we have elected to allocate the funds towards supplementing teachers' salaries and parental involvement. A motion to approve the Title I budget was made, seconded, and passed unanimously.

Ms. Maldonado explained the 2023-2024 Charter School Safety and Security Requirement Assurances, detailing the different components contributing towards maintaining a safe school environment. A motion to approve the 2023-2024 Charter School Safety and Security Requirement Assurances was made, seconded, and passed unanimously.

Ms. Maldonado expressed the need for adding our new Head of School, Dr. Leah Skinner, to our City National and Bank of America accounts. A motion to approve the addition of Dr. Leah Skinner to the accounts was made, seconded, and passed unanimously.

Ms. Maldonado provided updates on the status of campus construction projects. A finance committee meeting date will be arranged around late October 2023.

### **Finance Update**

Mr. Moraes reviewed the finance-related updates and the Final Audit Report for FY 22-23. A motion to approve the Final Audit Report for FY 22-23 was made, seconded, and passed unanimously.

**Development Update**

Mrs. Graver-Smith discussed the fundraising goals for the year and upcoming events, including the Good Sports donation and the 10-year celebration event. She discussed Ms. L. Thomas's role with philanthropic partnerships and the initiatives for the school year.

**Program Update**

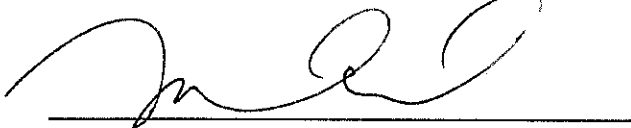
Ms. Thomas reviewed the college highlights for class of 2023 highlights and matriculation  
Mr. Washington discussed the efforts going towards increasing attendance rates, which is off to a great start this school year.

**The next Board of Directors Meeting will be held on:  
November 8, 2023 at The SEED School of Miami  
1901 NW 127th Street Miami FL 33167**

**Meeting adjourned at 1:31 PM  
Minutes drafted by Justin Chiu**

*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 November 8, 2023.*



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