



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

Board of Directors Meeting

Wednesday, May 10, 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, Alise Johnson, Dorothy Terrell, Jon Tucker, Andi Potamkin, Tom Culmo, Nancy Hector, Carol Cope

Participating Staff: Kara Locke, Tiffany Graver-Smith, Giovanna Maldonado, Claudio Moraes, Luna Otero, Derik Washinton, Theresa Thomas

Call to Order & Welcome

A quorum was established and the meeting was called to order at 12:09 p.m. Melanie Damian welcomed members to the quarterly Board meeting.

Dr. Locke provided an update on staff appreciation week, 2023 Commencement Ceremony, FLDOE, and academic grounds lease.

Board Chair Report

A request was made by Melanie Damian to correct the March 15, 2023 minutes that implied Giovanna Maldonado was making a motion. A motion to approve the amended minutes of the March 15, 2023 board meeting minutes (a copy of the proposed minutes was provided in the meeting materials) was made, seconded, and passed unanimously.

Governance Update

Ms. Damian proposed the nomination of Zoe Leader (a copy of her resume was provided in the meeting materials). Ms. Damian shared Ms. Leader's accomplishments at SEED Miami. A motion to approve Ms.

Leader as a member of The SEED School of Miami Board of Directors was made, seconded, and passed unanimously.

Head of School Report

Dr. Locke provided the Board with an update on the Class of 2023 Commencement Ceremony, authorizer, and introduced Senior Program Leaders.

Theresa Thomas provided the Board with a brief overview of her role at SEED Miami. Additionally, she provided an update on SEED Miami's reading growth data and math and ELA pass rates, including various highlights and opportunities for improvement. Ms. Thomas also highlighted the Class of 2023 college acceptance rates and encouraged the Board to attend the College Decision Day Ceremony.

Derik Washington provided the Board with an overview of his role and the different departments he oversees at SEED Miami. Mr. Washington also provided an update on attendance rates across all grade levels, suspension data, and noted current student life activities and opportunities SEED hopes to begin for the 2023-2024 academic year. Additionally, Mr. Washington reviewed trends and implications regarding social skill regression post pandemic. Mr. Washington also highlighted athletics and the various wins.

Finance Report

Dr. Locke provided the Board with an update on FLDOE funding for the 2023-204 academic year. Moreover, Ms. Maldonado provided the Board with a comprehensive overview of the 2024 Fiscal Year Budget and noted various increases in security and health insurance rates and highlighted where SEED was able to improve spending (copies of the proposed budget was provided in the meeting materials). Per the recommendations of the Finance Committee, Ms. Damian proposed a motion to approve the FY24 budget. The motion was seconded and passed unanimously.

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 Report

Ms. Maldonado provided the Board with a construction update highlighting SEED Miami passed inspection for the TCO. She also provided an update on the security project timeline and an overview of our partnership with CollaborNation.

Development Report

Mrs. Graver-Smith provided the Board with an update regarding operational and capital fundraising efforts including progress, goals, and timeline.

Human Resources Report

Ms. Otero provided the Board with an overview of her role and history with SEED Miami. Ms. Otero also presented the Board with an update on human resources efforts including 12-month and 10-month employee status, and open positions for the 2023-2024 academic year.

The board requested clarification about the school's agreement with the SEED Foundation and specifically the services provided, annual fees, and reporting structure. Ms. Damian offered to have Foundation leaders join the next meeting to specifically speak to these topics.

Dr. Locke concluded the meeting with sentiments of gratitude. Following Dr. Locke's update, Board members went into executive session.

Meeting adjourned at 2:03 PM

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 July 26, 2023.



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