



**THE MIAMI BOARDING SCHOOL, INC.
(DBA The SEED School of Miami)**

Minutes of the Meeting of the Board of Directors

**Wednesday, March 2, 2022 | 12:00 pm
1901 NW 127th Street Miami, FL 33167**

Participating Directors: Melanie Damian, Dorothy Terrell, Tery J. Medina, Tom Culmo, Pat Gannon, Stuart Israelson, Carol Cope, Jason Bloch

Participating Staff: Kara Locke, Tiffany Graver-Smith

Participating Guests: Alison Harke, Mark Smith, Zoe Leader, Fitzgerald Melville, Retravia Ingraham

Call to Order & Welcome

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

Board Chair Update

A motion to approve the minutes of the December 15, 2021 board meeting minutes (a copy of the proposed minutes was provided in the meeting materials) was made, seconded and passed unanimously.

Board Expansion

Ms. Damian, provided the Directors with a brief introduction to two proposed Board members, Alison Harke and Mark Smith (a copy of their biographies was provided in the meeting materials). A motion to approve both nominees as members of the board was made, seconded and passed unanimously.

SEED Miami Head of School, Dr. Locke presented board candidate Jon Tucker for consideration at the May 25th Board Meeting, and provided the Board with an overview of his professional accomplishments and resume.

Ms. Damian provided a brief update on the Legacy Ceremony and encouraged Board participation at the event.

Construction Update

Ms. Damian provided the Board with an update on campus development including TCO status, the SBA loan and private loan status.

Finance Update

Dr. Locke provided the Board with an update on the sudden and tragic passing of SEED Miami's Finance Director, George Cabrera, and noted the support of Melanie Damian, The SEED Foundation and Chyla Graham in his absence. Dr. Locke asked the Board to think through their financial network as SEED begins the new candidate procedures for the Finance Director role. Ms. Damian highlighted SEED Miami is stable and on track.

Dr. Locke highlighted her visit to Tallahassee, Florida and will provide an update on appropriations by the next Board Meeting.

Head of School Update

Dr. Locke provided the Board with an overview of the salary scale adjustment noting an increase in salaries including more coaching opportunities for staff. This included local market trends and pay scale, to match the needs of educators, and an increased staff trajectory for next school year. Dr. Locke also noted teaching vacancies currently available for the 2022-2023 academic year.

Dr. Locke highlighted SEED's Dual Enrollment offerings and SEED scholar accolades. Dr. Locke also proudly noted college acceptance rates for the Class of 2022 citing the highest across the network and in SEED's history. Dr. Locke also provided the Board with an update on SEED Miami's Commencement Ceremony.

Admissions and Enrollment

Dr. Locke provided the Board with an overview of SEED student enrollment, highlighting SEED is at 90% of its enrollment target noting SEED kept enrollment numbers lower due to COVID and capacity in the dorm rooms. Dr. Locke provided an overview of the admissions and enrollment process, and proposed a motion to approve such a process. The motion was seconded and passed unanimously.

Programmatic Update

Dr. Locke provided the Board with an overview of the NWEA Map Growth Interim Assessment data and network measures citing areas of needed growth for middle school scholars post

pandemic. Dr. Locke also provided an overview of SEED Miami's ESE students including performance data.

Dr. Locke provided an update on Dual Enrollment and Senior Internships. Dr. Locke introduced Ms. Ingraham to our Board. Ms. Ingraham, SEED Miami's College Counselor gave the Board an overview of her professional growth at SEED, college acceptance rates, FAFSA goals, range of college acceptances across the country, personal statements, test prep, Student Data Day and Senior Bootcamp.

Dr. Locke also introduced two SEED scholars, Zoe and Fitzgerald. Both SEED scholars shared their ambitious collegiate goals.

Development Update

Mrs. Graver-Smith provided an update on programmatic and capital fundraising progress, goals, and accomplishments. She also highlighted SEED Miami's inaugural Legacy Ceremony and encouraged Board attendance and participation.

Meeting adjourned at 2:10.

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 25, 2022.

A handwritten signature in blue ink, appearing to read 'Melanie Damian', is written over a horizontal line.

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