



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

Minutes of the Meeting of the Board of Directors

Wednesday, July 20, 2022 | 10:00 a.m.

Participating Directors: Melanie Damian, Virginia Emmons, Jon Tucker, Mark Smith, Dorothy Terrell, Carol Cope

Participating Staff: Kara Locke, Tiffany Graver-Smith

Call to Order & Welcome

A quorum was established and the meeting was called to order at 10:06 a.m. The Chair, Melanie Damian, welcomed members to the quarterly Board meeting.

Board Chair Update

A motion to approve the minutes of the May 25, 2022 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 and Dr. Locke formally introduced SEED Miami's newest Board member, Jon Tucker. Mr. Tucker presented the Board with an overview of his work with SEED, Boys and Girls Club, and youth development.

Ms. Damian provided the Directors with a brief introduction to two proposed Board members, Nancy Hector and Alise Johnson (a copy of their biographies were provided in the meeting materials). A motion to approve both Nancy Hector and Alise Johnson as members of the board was made, seconded and passed unanimously.

Head of School Update:

Dr. Locke presented an overview of staff who needed an Out of Field Waiver and noted each staff member's work experience. Ms. Damian made a motion to approve Out of Field Waivers for SEED Miami professors:

- Christina Miller, Science
- Timothy Strong, Chemistry
- Ty'Asia Baugh, ESOL Endorsement

- Jonthan Salmeron, 5-9 Physical Science

A motion to approve the Out of Field Waiver for C. Miller, T. Strong, T. Baugh, and J. Salmeron was seconded and passed unanimously. Dr. Locke looks forward to sharing more programmatic updates at the September Board meeting.

Mental Health Plan

Dr. Locke provided the Board with an overview of mental health Services available at SEED Miami, and outlined SEED's requirements (An electronic copy of the Mental Health Plan was provided to the Board). A motion to approve the Mental Health Plan was made, seconded, and passed unanimously. Mr. Smith, SEED Miami Board member, requested more information on mental health services provided for staff. Dr. Locke provided an overview of the scope of services provided to SEED Miami employees and noted they are not a requirement of the State of Florida.

Finance Update

Dr. Locke announced Claudio Moraes has begun his work as Finance Director at SEED Miami and will formally present at September's Board meeting.

Programmatic Updates

Dr. Locke gave an overview of new incoming 6th graders and highlighted a successful New Student Orientation (NSO). She noted she looks forward to sharing more academic data and diagnostic scores during the September Board meeting. Dr. Locke also shared updates around the Class of 2022, and looks forward to including more information at the September Board meeting. Dr. Locke also provided an overview of enrollment and SEED summer trends.

Meeting adjourned at 10:40.

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 September 21, 2022.



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