



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

Minutes of the Meeting of the Board of Directors

Tuesday, September 9, 2015 at Noon

Participating Directors: Melanie Damian, Virginia Emmons McNaught, Aviva Budd, Judge Ari Abraham Porth, Tery Medina, Pat Gannon, Rob Gordon, Michael Davis

Participating Guests: Alejandro Trujillo and Octavio Verdeja

Participating Staff: Fran Allegra, Dr. Kara Locke, Tiffany Graver-Smith, Chyla Graham

Call to Order & Welcome

A quorum was established and the meeting was called to order at approximately 12:15 p.m. The Chair, Melanie Damian, welcomed members and thanked everyone for attending and welcomed our newest Board member, Michael Davis. Michael introduced himself. A presentation of our SEED Miami promotional video created by The Heat Foundation, was shown to the Board.

Adoption of Minutes

A motion to approve the minutes of the June 9 ~~10~~, 2015 Board Meeting (a copy of the proposed minutes was provided in the meeting materials) was made, seconded and passed unanimously. A motion to approve the minutes of the July 7, 2015 Board Meeting (a copy of the proposed minutes was provided in the meeting materials) was made, seconded and passed unanimously.

Chairperson's Report

Compliance Requirements

Chair, Melainie Damian reviews SEED Miami Compliance Requirements – MDCPS Disclosure Report and Fingerprint Screening.

Board Member Annual Fundraising Obligation

Ms. Damian explains the fundraising needs this academic school year, 2015-2016. Motion was discussed to approve \$10,000.00 give or get from SEED Miami Board of Directors. A motion to approve Board Members annual fundraising obligation was made, seconded and passed

unanimously. Additionally, Ms. Damian proposes ideas about fundraising this year and opens the floor for suggestions. Smaller events and/or one big event was proposed.

SEED Miami Representation on Foundation Board

Along with Aviva Budd, Melanie Damian and Carlos de la Cruz, Jr. have been appointed the SEED Foundation Board.

SEED Network Integration

Fran Allegra explains the objective of the Keating Advisors and their role to engage stakeholders across the SEED network. This integration will allow us to review opportunities and challenges related to potential network-wide integration of certain functions.

School/Program Update

Dr. Locke, SEED Miami HOS delivers program report and highlights student and staff achievement from last year. Dr. Locke describes the ACT Aspire exam which students from across the SEED network participate in. ACT Aspire is an annual standards-based assessment linked to ACT College Readiness Benchmarks and aligned with Common Core Standards. SEED Miami students are tested in four subject areas in May 2015: English, Reading, Math and Writing. SEED Miami scored "above average" in English and Writing.

Meeting ended: 2:22

FL DOE Contract Amendment

An adjustment was made to the contract on page 29-30. Dr. Locke and Ms. Allegra explain the adjustment in student enrollment due to the state appropriations. We currently have 97 students enrolled at SEED Miami. A motion to approve the adjustment made to the FL-DOE Contract Amendment was made, seconded and passed.

Teacher/Admin Evaluation System

Dr. Locke explains the positive and unique effect of our 24-hour support system which includes social development, academic development, and well-being. Tery Medina has requested a copy.

ESOL and Out of Field Waiver Endorsements

Dr. Locke explains a SEED Miami Professors, Jessica Laster and Leanne Fagan need an approval for Out of Field Waiver. A motion to approve Leanne Fagan and Jessica Laster's Out of Field Waiver was made, seconded, and passed.

Conflict Resolution Designee

Dr. Kara Locke has expressed a desire to make Justin Chiu the Conflict Resolution Designee for The SEED School of Miami, removing Dr. Cristine O'Hara. A motion to approve the change of appointing Justin Chiu as the SEED Miami Conflict Resolution Designee was made, seconded, and passed.

Operational, Financial and Strategic Updates

Finance Report

An Independent Auditors Report was provided and presented by Alejandro Trujillo and Octavio Verdeja. SEED Miami Board members have been asked to provide a final review of the auditor's report. Motion to tentatively approve the financial report was made, seconded, and passed.

Human Resources Report

Due to our budget restraints, we have had to let go of a new hire. As a result, they have consulted with an attorney and have asked SEED Miami to cover their damages. Ms. Damian is acting as our attorney, on a pro-bono basis.

Site Report

Ms. Allegra explains our lease with Florida Memorial University ends June 30, 2016. As a result, SEED Miami needs to raise additional money, 16 million to break ground on our permanent lease site, Kendall Cottages. Additionally, we need a temporary site for year 3 while we raise necessary funds to build our permanent site. 16 million will be needed by May 2016 in order to be moved into Kendall Cottages by year 4. SEED Miami staff is currently exploring options on other university campuses.

Other Announcements

Ms. Allegra announces the exciting events taking place at SEED Miami over the next couple months. At the end of September, SEED Miami is hosting the State Board of Education for their Board meeting. Additionally, SEED Miami has their upcoming Dream Ceremony where community leaders are asked to pin our new 6th grade class in a pinning ceremony and welcome them into the SEED family.

Minutes drafted by Tiffany Graver-Smith

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

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

