



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

**Minutes of the Meeting of the Board of Directors
Tuesday, March 7, 2017 at 12 PM**

Participating Directors: Melanie Damian, Rob Gordon, Pam Dunston, Pat Gannon, Tery Medina, Aviva Budd, Virginia Emmons, Tom Culmo

Participating Staff: Chyla Graham, Giovanna Angulo, Kara Locke, Owen Baillie, Lesley Poole, Sean Regan, Jasmine Morgan

Guest(s): Stuart Israelson

Call to Order & Welcome

Ms. Damian called the meeting to order at 12:01 p.m.

Consent Items

A motion to approve the meeting minutes from December 15, 2016 and January 24, 2017 was made, seconded and approved unanimously.

Governance Committee Report

Ms. Emmons introduced guest Stuart Israelson to the Board and asked him to speak to the Board regarding his qualifications to serve on the Board of Directors. Mr. Israelson spoke to the Board regarding his professional background. A motion was made, seconded and approved unanimously for Mr. Israelson to become a member of the Board.

Chairperson's Report

Ms. Damian reminded the Board of its "give or get" fundraising goal.

Program Report

School Success Measures Dashboard

Dr. Locke turned the Board's attention to the School Success Measures Dashboard provided in the Board materials. Dr. Locke reviewed the interim 2 ACT Aspire test scores with the Board. Dr. Locke explained that the score results measured student progress in core areas, but also gives comparative data to the other SEED schools. Dr. Locke reported that student scores showed growth in nearly every subject, including math where students previously struggled. Mr. Israelson asked what the percentage of students labeled as proficient related to. Dr. Locke explained that the percentage relates to the number of questioned answered correctly and that once a threshold score is reached within the specific skill the student is deemed proficient in that skill. Ms. Dunston asked about the plan to increase reading scores.

Dr. Locke explained that English has historically been the highest scoring skill for the students and that staff will pay close attention to the interim 3 scores. Dr. Locke also explained that there will be instruction blocks for skill support, targeted instruction time and additional small group support in the classroom.

Dr. Locke turned the Board's attention to the Fountas & Pinnell reading assessment scores. Dr. Locke explained that these assessment scores show the reading level where students were in June compared to where they are in the fall. Dr. Locke explained that the data shows that 45 percent of 8th grade students are at level Z+ (9th grade reading level) and 20 percent of 8th grade students are at level Z (8th grade reading level) which is tremendous growth over the last three years. Ms. Budd asked whether the scores are the same depending on whether special needs students are included/not included. Dr. Locke explained that special needs students score on par with other students which speaks to the level of services received at SEED. Ms. Budd asked whether there was comparative data to other public schools. Dr. Locke explained that there is comparative data for the FSA, but not Fountas & Pinnell or ACT because they are not assessments used by MDCPS. Dr. Locke also provided a summary of student enrollment and dismissals.

Second Point of Entry

Dr. Locke explained that the current state statute limits enrollment to students in 5th or 6th grade and that SEED has had many conversations over the years about adding a second point of entry. Dr. Locke reported that The SEED Foundation Board made a decision at their Board meeting on March 3rd to add a second point of entry at 9th grade. Dr. Locke explained that, starting next fall, SEED Miami would like to add a small cohort of 9th grade students that includes siblings of current enrolled students and students that left but want to return to SEED.

Out of Field Waiver

Ms. Angulo requested that the Board approve an Out-of-Field waiver for faculty member Mariah Jones to continue to teach at SEED while she takes the necessary courses/exam to be certified as an English (5-9) teacher. A motion was made, seconded and approved unanimously.

Site Report

Ms. Damian provided an update on the status of securing a permanent campus.

Finance Report

Ms. Graham turned the Board's attention to the financial summary and balance sheets for November, December and January. The Board reviewed and discussed the financial reports. Ms. Damian notified the Board that there will need to be an interim Board meeting before June to approve the budget for FY18.

Development Report

Mr. Baillie discussed the fiscal goal for the development team and mapped out the plan to meet the goal by the end of the fiscal year. Mr. Baillie turned the Board's attention to the Fundraising Action Plan Summary detailed in the materials provided and discussed the benchmarks outlined.

HR Report

Ms. Angulo turned the Board's attention to the Title I Program Budget Amendment. Ms. Angulo explained to the Board that an adjustment was needed to reallocate Title I funding from supplies to the salary of Reading teacher Jessica Laster. A motion to amend the Title I Program Budget was made, seconded and amended unanimously.

Ms. Angulo turned the Board's attention to the Human Resources report provided in the Board materials. Ms. Angulo reported that the school was almost fully staffed and that only two staff positions remained open. Ms. Angulo also reported that the operations team was looking for a development assistant to hire by April. Dr. Locke also explained that they are seeking a director of high school academics for next school year with a start date of April 1 if possible so that this person has ample time to hire a high school staff. Ms. Emmons asked about the need for a separate middle school and high school director. Dr. Locke explained that the need to plan programmatically for grades 9-12, even though there will only be 40 9th graders next year, requires the bandwidth of a director whose sole focus is the high school program.

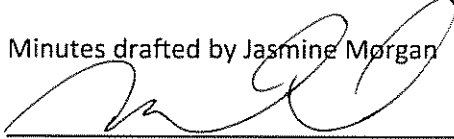
Other Announcements

Dr. Locke announced that the boys and girls basketball teams had their first basketball game. The boys won and the girls lost by 4 points. Dr. Locke noted that she would share the team schedules so that Board members could make future games. Dr. Locke also reported that SEED students recently competed in Model UN and mock trial competitions.

Ms. Emmons announced that a gala supporting Educate Tomorrow is on April 1.

The meeting adjourned at 1:34 p.m.

Minutes drafted by Jasmine Morgan

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