



Seaside School, Inc

February Governance And Student Excellence Committee Meeting

February Governance And Student Excellence Committee Meeting

Published on February 8, 2023 at 11:28 AM CST

Date and Time

Friday February 10, 2023 at 8:30 AM CST

Location

The Bay Restaurant
24215 Hwy. 331 South
Santa Rosa Beach, FL 32459

Founded in 1996
Serving Students in Grades 5 - 12

We seek to sustain an educational community where an emphasis on academic excellence is complemented by our concern for each learner's personal growth and intellectual, aesthetic, and psychological development. The curriculum is developmentally responsive – actively engaging students in learning skills in context, integrative – directing students to connect learning to daily lives, and exploratory – enabling students to discover their abilities, interests, learning styles, and ways that they can make contributions to society.

Information on procedures for public comment can be found at
<https://www.seasideschools.net/domain/35>.

If anyone needs special assistance to participate in the public input session, every effort will be made to provide an appropriate accommodation. When requesting

accommodations for public input, please allow no less than 1 business day notice prior to the scheduled meeting.

Specific issues about a particular student should only be addressed to the school's Director of Student Services, rather than the Board of Directors.

All public comments will be taken under advisement by the Board, but will not elicit a written or spoken response. The names of persons providing public comment and a brief summary of topics or input will be included in the meeting minutes published. A response will be provided to the stakeholder within seven (7) days.

Agenda

	Purpose	Presenter	Time
I. Opening Items			8:30 AM
A. Record Attendance			1 m
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes		1 m

Approve minutes for Governance Committee Meeting on January 13, 2023

II. Governance			8:32 AM
A. FLDOE Memo Re: House Bill 1467, K-12 Education, School District Responsibilities	FYI		
B. Approve Instructional Material Adoption	Vote	Scott O'Prey	5 m
C. 5th Grade Classroom Library Compliance	Discuss	Kim Mixson	5 m

The School intends to post the searchable link to the library (without the password).

Library link

<https://www.kimicoapps.net/?lib=GZO-IYM-OIF-Z>

Password:

Seaside5

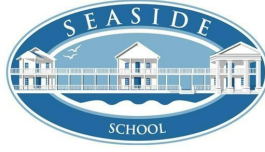
D. Approve Notice of Increased Enrollment	Vote	Scott O'Prey	
E. Lottery Update	FYI	Farrar Barker	

	Purpose	Presenter	Time
F. Selection Committee Update	FYI	Carey Lewis	5 m
III. Other Business			8:47 AM
A. "Right To Trespass" Document Update	FYI		1 m
IV. Closing Items			8:48 AM
A. Adjourn Meeting	Vote		

Coversheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Governance Committee Meeting on January 13, 2023



Seaside School, Inc

Minutes

Governance Committee Meeting

January 2023 Meeting

Date and Time

Fri Jan 13, 2023 at 8:30 AM

Location

Barker Williams
60 Clayton Lane
Santa Rosa Beach, FL 32459

Founded in 1996
Serving Students in Grades 5 - 12

We seek to sustain an educational community where an emphasis on academic excellence is complemented by our concern for each learner's personal growth and intellectual, aesthetic, and psychological development. The curriculum is developmentally responsive – actively engaging students in learning skills in context, integrative – directing students to connect learning to daily lives, and exploratory – enabling students to discover their abilities, interests, learning styles, and ways that they can make contributions to society.

Committee Members Present

A. Winicki, C. Lewis, D. Tinghitella, K. Goff, L. Blue

Committee Members Absent

F. Barker

Guests Present

Casey King, J. Robbins, S. O'Prey

I. Opening Items

A.

Record Attendance

B. Call the Meeting to Order

K. Goff called a meeting of the Governance Committee of Seaside School, Inc to order on Friday Jan 13, 2023 at 8:30 AM.

C. Approve Minutes

L. Blue made a motion to approve the minutes from Governance Meeting December 2022 on 12-09-22.

K. Goff seconded the motion.

The committee **VOTED** to approve the motion.

II. Governance

A. Approve Operating Agreement with Foundation

The school board plans to send the operating agreement to Tom Miller and School Financial Services for review and feedback.

Outstanding items to address are financial agreements.

Discussion was had about school school board and school foundation board organizational structure, terms, and size.

B. Discuss Instructional Materials Selection Policy

The WCSD policy has been reviewed. Plans to adapt it Seaside School, Inc.. The process is:

- Write/Revise the Policy
- Approve Policy
- Post Policy to Website
- Policy is added to School Handbook

Goal is to have a provided update policy at February meeting.

Discussion was had about adding agreements with handbook and curriculum to lottery application.

III. Other Business

A. Board Selection Updates (including dates)

The dates will be:

1/16-2/28: Student application period

1/16-2/21: BOD application period

3/8: BOD Interviews

3/14: Board Meeting/ Selection Approval

3/16: Lottery Drawing

Interview questions have been revised and standardized.

Process is being automated to send emails to candidate

Discussion was had about clarifying projected roles, officers, and trajectory of leadership duties.

BOT demographic and skills survey will be pushed out via email.

B. Spring Board Meeting Dates

February 16, 2023

March 14, 2023

C. Board on Track

Emails will be sent to board members to complete the demographic and skills survey due by Monday, 01/16.

Emails will be sent with a request to complete BOD self-assessment and CEO mid-year evaluation due January 31st. Vision casting and school year goals will be shared along with the evaluation.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:32 AM.

Respectfully Submitted,
K. Goff

Coversheet

FLDOE Memo Re: House Bill 1467, K-12 Education, School District Responsibilities

Section: II. Governance
Item: A. FLDOE Memo Re: House Bill 1467, K-12 Education, School District Responsibilities
Purpose: FYI
Submitted by:
Related Material: dps-2022-83.pdf

**State Board of Education**

Tom Grady, *Chair*
 Ben Gibson, *Vice Chair*
Members
 Monesia Brown
 Esther Byrd
 Grazie Pozo Christie
 Ryan Petty
 Joe York

Manny Diaz, Jr.
 Commissioner of Education

MEMORANDUM

TO: School District Superintendents

FROM: Jacob Oliva

DATE: June 3, 2022

SUBJECT: **House Bill 1467, K-12 Education, School District Responsibilities**

Contact Information:

Amber Baumbach
 850-245-9115
Amber.Baumbach@fldoe.org
 DPS: 2022-83

[House Bill 1467](#), signed by Governor DeSantis on March 25, 2022, and effective July 1, 2022, requires school districts to be transparent in the selection of instructional materials and library and reading materials. This legislation preserves the rights of parents to make decisions about what materials their children are exposed to in school. Changes for school districts are noted below.

- School district meetings of committees convened for the purpose of ranking, eliminating, or selecting instructional materials must be noticed and open to the public and parents of district students must be included in such committees.
- Beginning January 1, 2023, school librarians, media specialists, and other personnel involved in the selection of school district library materials must complete the online training program developed by the Florida Department of Education (FDOE) prior to reviewing and selecting age-appropriate materials and library resources. A [memorandum](#) was sent recently to school districts calling for nominations for workgroup members to help develop this training.
- Each book made available to students through a school district library media center or included in a recommended or assigned school or grade-level reading list must be selected by a school district employee who holds a valid educational media specialist certificate, regardless of whether the book is purchased, donated, or otherwise made available to students.
- It is the responsibility of school principals to oversee compliance with school district procedures for selecting school library media center materials at the school to which they are assigned.
- Each district school board shall adopt procedures for developing library media center collections and post the procedures on the website for each school within the district. The procedures must:
 - Require that book selections meet the selection criteria in section (s.) 1006.40(3)(d), Florida Statutes (F.S.).
 - Require consultation of reputable, professionally recognized reviewing periodicals and school community stakeholders.
 - Provide library media center collections are based on reader interest, support of state academic standards and aligned curriculum, and the academic needs of students and faculty.

JACOB OLIVA
 SENIOR CHANCELLOR

www.fldoe.org

House Bill 1467, K-12 Education, School District Responsibilities

June 3, 2022

Page Two

- Provide for the regular removal or discontinuance of books based on, at a minimum, physical condition, rate of recent circulation, alignment to state academic standards and relevancy to curriculum, out-of-date content, and required removal pursuant to s. 1006.28(2)(a)2., F.S.
- Each elementary school must publish on its website, in a searchable format prescribed by the FDOE, a list of all materials maintained in the school library media center or required as part of a school or grade-level reading list.
- Each district must publish on its website, in a searchable format prescribed by the FDOE, a list of all instructional materials, including those used to provide instruction required by s. 1003.42, F.S. Each district school board must:
 - Provide access to all materials, excluding teacher editions, in accordance with s. 1006.283(2)(b)8.a., F.S., before the district school board takes any official action on such materials. This process must include reasonable safeguards against the unauthorized use, reproduction, and distribution of instructional materials considered for adoption.
 - Select, approve, adopt, or purchase all materials as a separate line item on the agenda and must provide a reasonable opportunity for public comment. The use of materials described in this paragraph may not be selected, approved, or adopted as part of a consent agenda.
- Annually, beginning June 30, 2023, each district must submit to the Commissioner of Education a report that identifies:
 - Each material for which the school district received an objection for the school year and the specific objections thereto.
 - Each material that was removed or discontinued as a result of an objection.
 - The grade level and course for which a removed or discontinued material was used, as applicable.
- No later than July 1, 2023, and annually thereafter, each superintendent must certify to FDOE that all school librarians and media specialists employed by the district have completed the required training developed by the FDOE.
- The annual school district certification of fidelity of instructional materials must include any material that received an objection pursuant to s. 1006.28, F.S., for the school year and the specific objections thereto; each material that was removed or discontinued as a result of an objection; and the grade level and course for which a removed or discontinued material was used, as applicable.

FDOE will begin the rule development process and information on rule workshops is forthcoming.

Thank you for your attention to the implementation of these important changes.

JO/ab

cc: School District Library Media Supervisors
School District Instructional Materials Supervisors

Coversheet

Approve Instructional Material Adoption

Section: II. Governance
Item: B. Approve Instructional Material Adoption
Purpose: Vote
Submitted by:
Related Material: Bd policy 4.22.docx
Instructional Material Adoption, Seaside School, Inc.docx

CHAPTER 4.00 – CURRICULUM AND INSTRUCTION

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Revised: 06/27/22

EDUCATIONAL MEDIA MATERIALS SELECTION 4.22*+

I. Objectives of Selection - The primary objective of the school's educational media center is to implement, enrich, and support the educational program of the school.

The center shall provide a wide range of materials on all levels of difficulty, with diversity of appeal, and the representation of different points of view. The School Board asserts that the responsibility of the media center is to provide:

A. Instructional and supplemental materials that will enrich and support the curriculum, taking into consideration the varied interest, abilities, and maturity levels of the students being served.

B. Materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.

C. A background of information enabling students to make intelligent judgments in their daily life.

D. Materials on opposing sides of controversial issues in order that students may develop, under guidance, the practice of critical analysis of all media.

E. Materials representative of the many religious, ethnic, and cultural groups and their contributions to the heritage and culture of America and the world.

F. Materials that are appropriate for the users of the media center based on age, reading level and interest level.

G. A comprehensive collection appropriate for the users of the media center placing principle above personal opinion and reason above prejudice in the selection of materials of the highest quality.

II. Legal Responsibility for Selection. The School Board is legally responsible for all matters relating to the operation of the Walton County Schools. The responsibility for the selection of educational materials, regardless of whether the book is purchased, donated, or otherwise made available to students is delegated to a

school district employee who holds a valid educational media specialist certificate.
School principals are responsible for overseeing compliance with school district procedures for selecting school library media center materials.

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Revised: 06/27/22

III. Parental Responsibility. Parents shall have the right to review materials in the media center and request that it be noted in the Student’s library record that the student not be allowed to check out certain material.

IV. Criteria for Selection of Media Materials

A. The standards to determine the propriety of the educational materials shall be pursuant to Florida Statutes.

B. First consideration shall be given to the needs of the individual school based on knowledge of the curriculum, of the existing collection, and of the needs of children and youth. Requests from users of the collection, (i.e., administrators, faculty, parents, and students) shall be given high priority.

C. Materials shall be considered on the basis of accuracy of content, overall purpose, timeliness, importance of the subject matter, quality of the writing/production, readability and popular appeal, authoritativeness, comprehensiveness of material, reputation of the publisher/producer, reputation and significance of the author/artist/composer/producer, format and price.

D. In determining the suitability and value of the material included in the collection, consideration of the following elements must be given:

1. Religion. Factual, unbiased material which represents all major religions
2. Ideologies. Factual information on any ideology or philosophy that exerts a strong force in society
3. Sex Education. Factual information, appropriate for the age group or

related to the school curriculum

4. Sex. Pornographic, sensational, or titillating materials shall not be included

5. Profanity. The fact that limited profanity appears in material shall not automatically disqualify a selection. However, care shall be taken to exclude materials using profanity in a lewd or detrimental manner and not in context with the material

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6. Science. Factual information about medical and scientific knowledge, without any biased selection of facts.

E. Gifts of media or money shall be accepted with the understanding that their use or disposition shall be determined by those persons having the responsibility for acquisitions, according to the same selection criteria and procedures as purchased materials.

V. Procedures for Selection

A. In selecting materials made available to students through the district library media center, the school media specialist shall evaluate the existing collection and shall consult with:

1. Reputable, unbiased, professionally recognized reviewing periodicals and school community stakeholders (including, media staff, curriculum consultants, faculty, parents, and community members).

2. Require that book selections meet the criteria set forth in s. 1006.40(3)(d). F.S.

3. Library media center collections will:

- a. be based on reader interest,
- b. support state academic standards and aligned curriculum

c. support the academic needs of students and faculty

4. When considering materials to be purchased, the media specialist

shall follow these procedures:

a. Purchase materials which are outstanding and frequently used;

b. Periodically replace worn or missing basic items;

c. Withdraw out-of-date or unnecessary items from the collection or items required to be removed pursuant to subparagraph 2;

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and replaced by new and age appropriate materials,

d. Purchase materials in many types of format: digital, e-books, electronic, soft or hard bound.

e. Examine sets of materials and materials acquired by subscription and purchase only material to fill a definite need.

B. District elementary schools, as defined by rule, must publish on their school

website, a list of all materials maintained in the school library media center meaning any collection of books, ebooks, periodicals, and videos

maintained and accessible on the site of an elementary school – and in

classrooms and their libraries or required, as well as, those materials

required as a part of a school or grade-level reading list. The website format

must include the following:

a. Identify the type of material maintained in the library media center by category - book, ebook, periodical, etc.;

b. List title and author for books and ebooks;

c. List name or title for periodicals and videos,

d. List title for any other material, and;

e. Books and ebooks must be searchable by, at a minimum, author and

title. All other materials must be searchable by, at a minimum, title.

VI. Challenged Materials. Library materials deemed by some persons to be objectionable may be considered by others to have sound educational value. Any concerned parent, Walton County resident, or employee of the district may request reconsideration of school library media; however, the challenged material shall not be removed immediately, and materials may be available for student use pending a final decision. When a complaint is made, the following procedure shall be followed:

A. The library media specialist shall discuss the matter informally with the complainant explaining the selection procedures for library media materials. If the complainant accepts the explanation given by the media specialist, the reconsideration process concludes.

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B. If the explanation fails to resolve the objection, the principal will ask the complainant initiating the challenge to file, within two weeks, a formal written objection by completing a "Request for Reconsideration of Library Media" form which must reflect that the complainant has read the material in full. Failure to do so results in the conclusion of the reconsideration process.

C. Upon receipt of the completed form "Request for Reconsideration of Library Media," the principal shall forward copies to the appropriate personnel on the School-level Review Committee (a committee of teachers, educational media specialists and parents of the school).

D. The challenged materials shall not be removed immediately, and materials may be available for student use pending a final decision.

E. The challenged materials shall be read and re-evaluated by the committee,

considering the specific objections raised. The committee shall report its decision within fifteen (15) working days.

F. The Complainant shall be informed in writing concerning the school-level committee's decision.

G. District Review Committee. If the Complainant disagrees with the decision rendered by the school-level committee, an Appeal may be filed with the District.

H. The Superintendent shall appoint a District Review Committee with the following composition:

1. One representative of the Public Library Board;
2. One representative of the general public at large; and
3. One representative of a school parent organization.
4. One principal from the level at which the complaint originated (K5, 6-8, or 9-12).
5. Three school-level instructional staff members including the following:

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- a. One media specialist from the level at which the complaint originated;
 - b. One media specialist from another level; and
 - c. One classroom teacher from the level at which the complaint originated.
6. Two district-level instructional staff members including the following:
- a. One district-level instructional staff member from the level where the material is in question; and
 - b. The Supervisor of Curriculum and Instruction

I. The Review Committee, in carrying out its assigned function, shall:

1. Read, view or listen to the material in its entirety;
2. Check general acceptance of the material by reading reviews and consulting recommended lists;
3. Determine the extent to which the material supports the curriculum;
4. Complete the "Checklist for Reconsideration of Library Media," judging the material for its strength and value as a whole and not in part; and
5. Forward, within fifteen (15) working days, a written recommendation to the Superintendent.

J. The Superintendent's designee will inform the complainant and the school's media specialist of the committee's decision to retain or withdraw the challenged material as recommended by the District Review Committee.

K. If the complainant or the media specialist is dissatisfied with the District Review Committee's decision, a written appeal may be filed with the Superintendent. Failure of the complainant to file a written appeal within 30 days of the District Review Committee's decision will result in a conclusion of the reconsideration process and the decision of the District Review Committee shall be final.

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L. The Superintendent shall, within 30 days of receipt of the appeal, send the complainant and the school media specialist a written decision. An appeal to the School Board of the Superintendent's decision must be filed within 10 days after the Superintendent's decision.

M. The School Board shall consider the decision of the District Review Committee and the Superintendent and any other appropriate

documentation (i.e. meeting summaries, material reviews, etc.). The decision of the School Board regarding appropriateness of a particular Library Media material item will be considered final.

N. Library Media materials in question, can only be removed from circulation and/or used in the school district through the procedures of this policy.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 1000.21, 1001.43, 1006.28, 1006.34(2)(b), 1006.40 F.S.

STATE BOARD OF EDUCATION RULE(S): 6A-7.0713

HISTORY: ADOPTED: 6/27/14

REVISION DATE(S): 12/06/22

FORMERLY: IJ

All classroom instructional materials, used by Seaside School, Inc. in the Walton County Schools including State- adopted single source textbooks, instructional aids, and other supplementary materials, for the first time shall undergo an evaluation. This evaluation shall determine the suitability of the materials for information being taught in the classroom in relationship to State standards, curriculum frameworks, and district programs, as well as with state and district performance standards.

- I. Evaluation of Instructional Materials. The Chief Academic Officer(Superintendent) shall establish a School Review Committee (Academic Excellence committee) and develop procedures for the review and evaluation of instructional materials. The School(District) Review Committee will include content area teachers, one or more parents of children at content grade level and an administrator.(district personnel). Meetings of the School(District) Review Committee convened for the purpose of ranking, eliminating, or selecting instructional materials for recommendation to the School Board must be noticed and open to the public in accordance with s. 286.011 F.S. The staff involved in this process shall recommend to the Chief Academic Officer(Superintendent) the instructional materials that address the goals and objectives for adopted courses of study and the course descriptions established by State Board Rule as well as the state and district performance standards for submission to the Board for adoption. The instructional materials shall be from the State-adopted instructional materials list if there has been a State adoption or from publishers and other resources if there has not been a State adoption.
- II. Adoption of Instructional Materials. The following procedures for the adoption of instructional materials apply only to those instructional materials that serve as the major content tool and basis for instruction for each student in the core subject areas of mathematics, language arts, social studies, science, reading, and literature:

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- A. Prior to final adoption, student editions of the recommended instructional materials will be made accessible for review online for at least twenty (20) calendar days before consideration by the School Board.
- B. Public notice of the materials being considered for adoption shall specifically list the materials and how they can be accessed.
- C. The School Board shall conduct an open noticed public hearing to receive comment on recommended materials prior to adoption.
- D. The School Board shall conduct an open noticed public meeting to approve an annual instructional materials plan identifying instructional materials that will be purchased. The public meeting will take place **on a different date** after the public hearing.
- E. The School Board shall receive comment at the public hearing and meeting as prescribed by policy.
- F. The School Board must select, approve, adopt, or purchase all materials as a separate line item on the action agenda.
- G. The following procedures shall apply to all objections to instructional materials adopted by the School Board:
 - 1. The parent or **resident of the county**, as defined by Florida Statutes may contest the Seaside School board's adoption of a specific instructional material by filing a written objection using the form (Objection to Instructional and/or Media Material) that is publicly available in each school office, **the Chief Academic Officer**, or on the **Seaside School, Inc. (District's)** website.
 - 2. The form must be signed by the parent or resident of the county, include the required contact information, and state the objection to the instructional material based on the criteria stated in Florida Statutes s. 1006.31(2) or 1006.40(3)(d).
 - 3. The written objection must be filed within thirty (30) calendar days of the adoption of the material. A complainant who does not complete and return the form within

Commented [2]: Either a defined number of days or the date of a regularly scheduled meeting.

Commented [3]: We should define this - else we could get a random person's opinion.

the required time shall receive no consideration. The statement shall include the following information:

- a) Author, compiler, or editor; or Publisher;
- b) Title;
- c) Reason for objection;
- d) Page number of each item challenged; and,
- e) Signature, address and telephone number of person making the complaint.

4. Within thirty (30) days after the initial thirty-day period has expired, the School Board shall conduct at least one public hearing before an unbiased and qualified hearing officer on all petitions received during the thirty-day time-period. The petitioner(s) shall be notified in writing of the date and time of the hearing at least seven (7) days prior to the hearing. The hearing must provide sufficient procedural protections to allow each petitioner an adequate and fair opportunity to be heard and present evidence to the hearing officer.
5. The contested material shall be made available to the public online at least seven (7) days before the hearing.
6. The decision of the School Board, after convening a hearing, shall be final and not subject to further review or petition.

H. The Chief Academic Officer through the Superintendent of Walton County Schools shall annually submit to the Commissioner of Education a report identifying each material the District received an objection to pursuant to s. 1006.40(3)(d) and the specific objections raised; the material that was removed or discontinued as a result of an objection; and the grade level and course for which the removed or discontinued material was used.

- III. Evaluation and Adoption of Other Classroom Instructional Aids and Materials. The following procedures will be followed in the evaluation, selection, and use of additional instructional aids

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for classroom use that have not been adopted by the State Board of Education, and approved for use:

- A. When a teacher, groups of teachers, or academic departments determine that the need exists for new or additional classroom instructional aids, they shall review available items and seek input and assistance, when appropriate, from parents, students, and other lay members of the community, and determine which instructional aid or aids best meet instructional needs and course objectives and standards.
- B. After making this determination, they shall prepare a written rationale for each instructional aid, which includes, but is not limited to, the following:
 - 1. The class(es) or age group(s) that the instructional aid is appropriate.
 - 2. How the use of the instructional aid will meet the curriculum objective(s) and standards.
 - 3. The way(s) in which the instructional aid will be used to meet the curriculum objective(s).
 - 4. Problems, if any, of style, tone, content, or theme inherent in the instructional aid, and the way(s) in which these problems will be addressed during the instructional process.
 - 5. Other appropriate instructional aids available for individual students to use in place of the one selected.
 - 6. Where applicable, supporting professional materials which were used in selecting the instructional aid.
- C. The rationale shall be submitted to the principal. The principal shall review the rationale to determine whether it demonstrates that the instructional aid is consistent with the district goals and with the school and course objectives. Within ten (10) working days, the principal shall recommend, in writing, the approval or the rejection of the instructional aid, or shall return the rationale to the teacher for revision. If the

instructional aid is recommended for rejection or returned for revision, the principal shall state the reasons in writing. Upon resubmission of a revised rationale by the teacher, the principal shall make a decision for recommendation or rejection within ten working days. The principal shall submit the recommendation to the Chief Academic Officer and the CEO (Supervisor of Curriculum and Instruction and the Superintendent). If the instructional aid is rejected by the CAO and CEO (Supervisor of Curriculum and Instruction and the Superintendent), the teacher shall have ten (10) working days from the date of rejection to file a written request for review by the School Board.

- D. The Chief Academic Officer ~~Supervisor of Curriculum and Instruction~~ shall submit a written list of any instructional aids that have been submitted by teachers and rejected by a principal, ~~the Supervisor of Curriculum and Instruction~~, or by the CEO ~~Supervisor of Curriculum and Instruction~~, and not appealed by the teacher. The list shall state the reasons for the rejection of each instructional aid.
- E. The rejection at any level, of the use of an instructional aid shall be for that academic year only. Any instructional aid previously rejected, at any level may be resubmitted in any subsequent year.
- F. Materials approved shall be deemed appropriate for use at the grade level requested and may be used at higher levels throughout the School (district) providing that the curriculum sequence is maintained.
- G. A parent, as defined by Florida Statutes, may object to his/her child's use of a specific instructional material or an adult student may object to the use of a specific material in his/her instructional program. The parent or adult student may request a conference with the principal or principal's designee to discuss the use of the material.
- H. The complainant will be provided with the Seaside School, Inc. District's policies and procedures for the selection of instructional materials. The principal or designee will

Commented [6]: Consider using CAO or CEO throughout in lieu of principal for consistency?

explain the use of the material in the instructional program and answer questions from the individual.

- I. If the issue is not resolved at the conference, the complainant will be provided with the form to file a written objection and an explanation of the process that will be followed.
- J. Within ten (10) working days of such filing, parents of other students in the class(es) involved or potentially affected in that school shall be notified in writing by the principal that a challenge has been initiated.
- K. School-level Instructional Appeals Committee. The Appeals committee shall consist of ~~two middle school and two HS teachers, two teachers selected by the Superintendent from that particular school, two teachers~~ selected by the ~~CAO~~ principal from that particular school and three (3) ~~Board members serving on the Student Excellence Committee~~ citizens selected by the School Board who reside in the particular school zone to evaluate the challenged materials and to make recommendations of any changes. The principal shall notify the ~~CEO and CAO~~ Superintendent and the ~~Supervisor of Curriculum and Instruction~~ when a committee is convened.
- L. Challenged materials shall not be removed immediately; and materials may be available for student use pending a final decision. Challenged materials shall be read and re-evaluated by the committee, considering the specific objections raised. The committee shall report its decision within fifteen (15) working days. The committee recommendations shall address whether the challenged material is consistent with the selection criteria outlined herein. The Committee shall have no authority to determine curriculum. Within ten (10) working days of receiving the recommendations of the Committee, the principal shall make a decision whether to retain the material or remove the material. The principal shall take into account the Committee's recommendations when making his/her decision.
- M. The complainant shall be informed in writing concerning the principal's decision.

Commented [7]: Do we need to develop a policy for materials selection separate from this

Commented [8]: What form?

1. If the principal determines the challenge material retained, the complainant shall be notified in writing within five (5) working days. The Complainant shall be given a copy of the Committee's decision and a copy of the procedures for filing an appeal.
2. If the principal determines that the challenged material be removed, then the complainant, the teacher(s), the students in the class, and the parents of the students in the class where the complaint was initiated, shall be notified in writing within five (5) working days of the decision at the same time the decision will be referred to the District's Instructional Material Review Committee.

~~N. District-level Appeals An appeal of a principal's determination to retain challenged materials must be filed with the principal within five (5) working days of notification of that determination and shall include a specific statement of the complainant's grounds for disagreement with the principal's determination. Copies of the appeal shall be furnished to the teacher(s) and the parents of the students in the class where the complaint was initiated within five working days of the filing of the appeal.~~

~~O. A committee shall be appointed by the Superintendent to review the appeal. The Superintendent shall designate the Supervisor of Curriculum and Instruction as being responsible for the organization of this review committee according to School Board policies. The committee's recommendation shall be submitted to the Superintendent within fifteen (15) working days. A committee member shall not be selected from the school where the challenged materials originated. The district level committee will include:~~

- ~~1. District Level Staff Member. One staff member from the level or special area where the material has been challenged.~~
- ~~2. Three Principals. One principal shall be appointed from each level (elementary, middle, and high school). However, only the principal from the same level as the school at~~

~~which the challenge originates shall serve on the review panel for the particular material.~~

~~3.—Grade Level Instructional Staff Member. One instructional staff member who is a department head, grade level chair or team leader from the same level (elementary, middle, or high school) at which the challenge originates.~~

~~4.—Three teachers. Three teachers from the same level at which the challenge originates shall be appointed by name.~~

~~5.—Four (4) parents. One shall be a parent of an elementary student, one shall be a parent of a middle school student, and two shall be the parents of high school students.~~

P. The committee's review shall be treated objectively, unemotionally, and in business-like manner and shall be conducted in the best interests of the student, the school, and the community. Efforts shall be made to meet with citizens who register concerns to consider their objections.

Q.N. The complainant shall be informed, in writing, in fifteen (15) working days after the committee's recommendation is received by the Chief Executive Officer(Superintendent.)

R.O. A School Board appeal may be requested by the complainant when the school ~~and district~~-level appeals do not satisfactorily resolve the concerns. The School Board shall review recommendations from the school ~~and district~~-level committees and shall render the final decision on the complainant's concern.

S.P. The decision to remove challenged material from use shall, unless otherwise determined by the School Board, be effective at the grade level at which the material is in use and all lower grades.

T.Q. Classroom Libraries. Materials in this category presently in the classroom which have been approved for classroom use shall remain available for continuing use by students. Materials acquired to replace or duplicate books or other materials which have

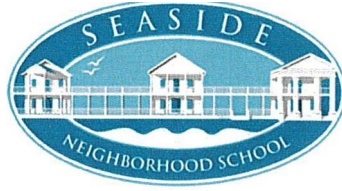
already been approved may be made available for student use without resubmission of their titles to the school's media center. When new materials are added to the classroom library, a list of said new materials shall be submitted to the Chief Instructional Officer (school's media center). Teachers shall apply the selection criteria set forth in WCSD Policy # 4.22 Educational Media Materials Selection.

Commented [9]: Wrong title?

Coversheet

Approve Notice of Increased Enrollment

Section: II. Governance
Item: D. Approve Notice of Increased Enrollment
Purpose: Vote
Submitted by:
Related Material: DRAFT of Notice of Increased Enrollment 2023-24 .docx



February 10, 2023

Mr. A. Russell Hughes
Superintendent, Walton County School District 145 Park Street, Suite 2
DeFuniak Springs, Florida 32435

VIA FEDEX TRACKING

Re:
Seaside School, Inc. Notice of Increased Enrollment Section 1002.331 (2)(e), Florida Statutes

Dear Superintendent Hughes:

Pursuant to Section 1002.331 (2)(e) of the Florida Statutes, please accept this letter as Seaside School Inc.'s formal written notice to increase its student enrollment to 440 students for the 2023-24 school year. There will be no expansion of grade levels in 2023-24. The specific anticipated enrollment will be as follows:

<u>Seaside Neighborhood School ("SNS")</u>	192 students
5th Grade: 48 students	7th Grade: 48 students
6th Grade: 48 students	8th Grade: 48 students
<u>Seacoast Collegiate High School ("SCHS")</u>	248 Students
9th Grade: 70 students	11th Grade: 60 students
10th Grade: 63 students	12th Grade: 55 students

We continue to attribute the successes of the school to the students, parents, faculty, community, and our sponsor the Walton County School District. We thank you in advance for your constant support. Should you have any questions, please feel free to contact Dr. Scott O'Prey, Head of Schools, at 850.200-4170.

With Kind Regards,
The Seaside School Inc., Board of Directors
By: Mrs. Rhea Goff, Board Chair

F.S. Section 1002.331 (2)(e) provides in pertinent part that " A high-performing charter school shall notify its sponsor in writing by March 1 if it intends to increase enrollment or expand grade levels the following school year."

PO Box 4610, Seaside, FL 32459 | office 850.231.0396 | fax
850.231.4725
www .SeasideSchools.net