



## Seaside School, Inc

### The Seaside School Regular Board Meeting

Published on June 18, 2025 at 3:11 PM CDT

Amended on June 19, 2025 at 4:07 PM CDT

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#### Date and Time

Thursday June 19, 2025 at 5:30 PM CDT

#### Location

Seacoast Collegiate High School (Learning Cottage 2)  
109 Greenway Trail, Santa Rosa Beach, FL 32459

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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/about/governance>

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.

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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.

If a person decides to appeal any decision made by this body with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings and, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

## Agenda

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Purpose         | Presenter       | Time           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|----------------|
| <b>I. Opening Items</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                 |                 | <b>5:30 PM</b> |
| <b>A. Record Attendance</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                 | Melissa Willcox | 1 m            |
| <b>B. Call the Meeting to Order</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                 | Andrew Jordan   |                |
| <b>C. Approve Minutes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Approve Minutes | Andy Jordan     | 1 m            |
| Approve minutes for The Seaside School Regular Board Meeting on May 15, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                 |                 |                |
| <b>D. Consent Items</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Vote            | Andy Jordan     | 5 m            |
| <ul style="list-style-type: none"> <li>• Renew 41 Employee Contracts (<a href="#">click here</a>)</li> <li>• Vote to approve new hires <ul style="list-style-type: none"> <li>◦ Donna Stark (MS Civics) (<a href="#">resume</a>)</li> <li>◦ Dan Bump (HS Civics and Athletic Director) (<a href="#">Resume</a>)</li> <li>◦ Kathryn Youngblood, (Director of Technology) <a href="#">Resume</a></li> <li>◦ Cynthia W. Brigman, (Assistant Principal SCHS) (<a href="#">Resume</a>)</li> </ul> </li> <li>• Vote to amend Tricia Peterson's salary to cover additional duties (Foundation and Triumph Grant) <ul style="list-style-type: none"> <li>◦ \$1,000 monthly</li> </ul> </li> <li>• Vote to approve Cedrick LeFleur (SEL Trainer) (<a href="#">Contract</a>)</li> <li>• Vote to approve Financials <ul style="list-style-type: none"> <li>◦ May 2025</li> </ul> </li> <li>• Vote to approve 2025-2026 budget (Submitted to FCB)</li> </ul> |                 |                 |                |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Purpose | Presenter | Time |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----------|------|
| <ul style="list-style-type: none"><li>◦ Expect minor tweaks by August</li><li>• Vote to approve renewal ParkerGene Communications<ul style="list-style-type: none"><li>◦ Slightly different role (Foundation focused on race and events)</li><li>◦ No changes in the school's investment from the previous year</li></ul></li><li>• Vote to approve SFS services for the 2025-2026 year<ul style="list-style-type: none"><li>◦ No changes to the services or cost</li></ul></li><li>• Vote to approve lease between Foundation and The Seaside School</li></ul> |         |           |      |

|     |                               |                |
|-----|-------------------------------|----------------|
| II. | <b>School Leadership Team</b> | <b>5:37 PM</b> |
|-----|-------------------------------|----------------|

|    |                           |     |               |      |
|----|---------------------------|-----|---------------|------|
| A. | Executive Director Report | FYI | Thomas Miller | 10 m |
|----|---------------------------|-----|---------------|------|

Highlights:

Key Priorities:

People

- Orientations Adult/Students
- Recruitment (10-12th grade)
- School Culture (Reset norms, expectations and communication channels)
- Social and Emotional Learning (Training for all staff)

Programs:

- STEM Programming
- Literacy (Improving comprehension grades 7-10)
  - Training Lining Up (Differentiation, Block Scheduling, Data Driven)
- CTE Programs (Triumph Grant Focused)

Property:

- Finalize all ordering and logistics for new school (FF & E)
- Finalize the middle school makeover (floors and paint)
- Performing Arts Centre Meeting (Seaside)
- College Security Logistics

Policies:

- Requesting Review of the Following Policies
  - PTO Buyout

|                                                      | Purpose                                                                                                                                                                                                                                                                                                                                                                                                 | Presenter | Time      |
|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|
|                                                      | <ul style="list-style-type: none"><li>◦ Admissions (Military Preference)</li><li>◦ Comp Time</li><li>◦ Student Performance Contract (Ensure all policies align)</li></ul>                                                                                                                                                                                                                               |           |           |
| Click on the link below for the updated reports:     |                                                                                                                                                                                                                                                                                                                                                                                                         |           |           |
| <a href="#">Enrollment Scoreboard</a> (Updated 6/15) |                                                                                                                                                                                                                                                                                                                                                                                                         |           |           |
| <a href="#">Academic Summary</a>                     |                                                                                                                                                                                                                                                                                                                                                                                                         |           |           |
| <a href="#">Executive Director Report</a>            |                                                                                                                                                                                                                                                                                                                                                                                                         |           |           |
| <b>B.</b>                                            | High School Update                                                                                                                                                                                                                                                                                                                                                                                      | FYI       | Drew Ward |
|                                                      |                                                                                                                                                                                                                                                                                                                                                                                                         |           | 10 m      |
|                                                      | 1. Full academic EOY data- <a href="#">Seaside School, Inc Summary 2025.docx - Google Docs</a>                                                                                                                                                                                                                                                                                                          |           |           |
|                                                      | 2. Spanish Finals or % of each grade on final-<br>Final exam SCHS (39.7%-A; 34.6%- B; 10.3%- C; 9%-D; 6.4%- F)<br>Spanish Finals are based on Florida HS Spanish Standards<br>Moving to a Nationally Normed assessment in 2025/26                                                                                                                                                                       |           |           |
|                                                      | 3. Final SCHS senior data- <a href="#">Class Stats 2025 - Google Sheets</a>                                                                                                                                                                                                                                                                                                                             |           |           |
|                                                      | 4. SAT/ACT scores from this year- ( <b>Note: 34 points higher than 2022 grad class</b> )<br>11th and 12th SAT Spring- 1182 (District average- 978; Statewide average- 947)<br>11th and 12th SAT Fall- 1187 (District average- 940; Statewide average- 923)<br>ACT reported for last year (this years has not posted)- 25.1 mean score (National average 19.5) <a href="#">Over the years comparison</a> |           |           |
|                                                      | 5. SCHS courses for next year<br>Principles of Entrepreneurship 8812110 (Master Entrepreneurship certification- Design for Delight and Entrepreneurship and Small Business certifications)<br>Business Management and Law 8812120 (Quickbooks and Bookkeeping Certifications)<br>IT Fundamentals 9001310 (CompTIA Tech+ Certification)                                                                  |           |           |

|                                                                                                                                             | Purpose                                                                                                                                                                                                                     | Presenter  | Time |
|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------|
|                                                                                                                                             | Computer and Network Security Fundamentals 9001320 (CompTIA Security+ Certification)<br>Artificial Intelligence in the World 9401010 and Applications of Artificial Intelligence 9401020 (Microsoft: Azure AI Fundamentals) |            |      |
| 6. Discipline (April/May)<br>Referrals- 7 (Dress Code, Cell Phone, Failure to Follow School Rules, Profane Language)<br>ISS- 0<br>OSS- 0    |                                                                                                                                                                                                                             |            |      |
| 7. Hires:<br>Cindy Brigman- Asst. Principal<br>Dan Bump- World History / AD<br>Chad Thurman- CTE<br>Penny Blank- Art<br>Grayson Glover- ESE |                                                                                                                                                                                                                             |            |      |
| 8. SCHS and the WCSO hosted a defensive driver course in June. 19 students were in attendance.                                              |                                                                                                                                                                                                                             |            |      |
| 9. SCHS will host a 3 day ELA bootcamp in July for the 10th grade students who did not pass the PM3 ELA exam.                               |                                                                                                                                                                                                                             |            |      |
| 10. New student orientation is scheduled for August 7th and the Big Kahuna trip will follow the next day, August 8th.                       |                                                                                                                                                                                                                             |            |      |
| See attached 4 year SCHS data comparison and <a href="#">SAT/ACT data points</a> .                                                          |                                                                                                                                                                                                                             |            |      |
| <b>C. Middle School Update</b><br><br>Access the full report <a href="#">here</a> .                                                         | FYI                                                                                                                                                                                                                         | Kim Mixson | 10 m |

|                                                                                            | Purpose | Presenter     | Time |
|--------------------------------------------------------------------------------------------|---------|---------------|------|
| <b>D.</b> Foundation Updates                                                               | FYI     | Thomas Miller | 10 m |
| Glavine Gold Outing (October 13th)                                                         |         |               |      |
| <ul style="list-style-type: none"> <li>• Sponsors and Carts go on sale mid-July</li> </ul> |         |               |      |

### **Capital Campaign and Naming**

- Letters mailed to all pledges and we have been communicating to donors about their current pledge (verification)
- Crafted a previous board member engagement letter updating them on the campaign and offering ways for them to support

### **Grants Proposed**

Completed a \$100,000 Ascension grant application for a High-Fidelity simulation mannequin

Plan to submit a \$100,000 grant application to All In Credit Union for a possible naming opportunity

Impact 100 Grant (due July 15) \*Technology infrastructure and equipment in the middle school

Cox Charities ( STEAM Grant) Due June 30

Program Sponsors: Working together to create annual academic program sponsor opportunities (all academic and athletic areas)

A Capital campaign committee meeting will be scheduled in July

## **III. Academic Excellence 6:17 PM**

|                                                                                                                                                                                                |     |           |     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----------|-----|
| <b>A.</b> Academic Excellence Updates                                                                                                                                                          | FYI | Dana Hahn | 4 m |
| -EOY Data Review conducted with school leadership on 6/12, more information included in school updates                                                                                         |     |           |     |
| -Reviewed the following: Seaside School Acceptable Use Policy, Uniform Policy at Seaside, Course Codes, AI Policy                                                                              |     |           |     |
| -Voted to approve the adoption of ELA Textbooks at Seaside, adoption of ELA and Financial Literacy textbooks at the Seacoast, updated Uniform Policy, Acceptable Use Policy, and the AI Policy |     |           |     |
| -Walton County will facilitate a Civics Bee for 6th-8th Grade students at all WCSD middle schools and Seaside will participate.                                                                |     |           |     |

|                                                                                                                                                           | Purpose | Presenter          | Time           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------|----------------|
| -CTE Committee Review -biannual review of CTE courses, needs for new courses, current performance, expectations, and next steps for receiving CTE funding |         |                    |                |
| <b>IV. Finance</b>                                                                                                                                        |         |                    | <b>6:21 PM</b> |
| <b>A.</b> Budget Updates                                                                                                                                  | FYI     | Frank “Chip” Brown | 5 m            |
| <b>V. Governance</b>                                                                                                                                      |         |                    | <b>6:26 PM</b> |
| <b>A.</b> Governance Updates                                                                                                                              | Vote    | Robert Kauffman    | 10 m           |
| <b>VI. Other Business</b>                                                                                                                                 |         |                    |                |
| <b>VII. Closing Items</b>                                                                                                                                 |         |                    |                |
| <b>A.</b> Adjourn Meeting                                                                                                                                 | Vote    | Andrew Jordan      |                |

# Coversheet

## Approve Minutes

|                          |                                                                      |
|--------------------------|----------------------------------------------------------------------|
| <b>Section:</b>          | I. Opening Items                                                     |
| <b>Item:</b>             | C. Approve Minutes                                                   |
| <b>Purpose:</b>          | Approve Minutes                                                      |
| <b>Submitted by:</b>     |                                                                      |
| <b>Related Material:</b> | Minutes for The Seaside School Regular Board Meeting on May 15, 2025 |

DRAFT



## Seaside School, Inc

### Minutes

#### The Seaside School Regular Board Meeting

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##### **Date and Time**

Thursday May 15, 2025 at 5:30 PM

##### **Location**

Seacoast Collegiate High School (Learning Cottage 2)  
109 Greenway Trail, Santa Rosa Beach, FL 32459

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#### **Directors Present**

A. Jordan, C. King, D. Hahn, D. Lilienthal, J. O'Donoghue, J. Ward, L. Blue, M. Harrison, R. Kauffman, T. Brooks

#### **Directors Absent**

A. Winicki, D. Tinghitella, F. Brown

#### **Guests Present**

D. Ward, K. Mixson, M. Willcox

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### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

A. Jordan called a meeting of the board of directors of Seaside School, Inc to order on Thursday May 15, 2025 at 5:45 PM.

#### **C. Approve Minutes**

J. Ward made a motion to approve the minutes from The Seaside School Regular Board Meeting on 03-27-25.

D. Lilienthal seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **D. Consent Items**

R. Kauffman made a motion to approve the consent agenda items.

L. Blue seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **II. School Leadership Team**

## **A. Executive Director Report**

T. Miller gave the following updates:

- Seacoast graduation went well this morning.
- The enrollment scoreboard has been updated-enrollment 615 (budgeted for 600)
- All the furniture for the new school has been ordered
- Keys to the new building no later than July 14th
- S. Preston has been having great conversations regarding donations.
- A. Gibb (new hire), working on naming records, started 3 weeks ago.
- 5 seniors were awarded The Seaside Way Scholarship \$2000 each.

## **B. High School Update**

D. Ward gave the following updates:

- 51 have already graduated with their Associates from Northwest Florida State College
- 6 seniors received their Florida Biliteracy Seal
- 4000 hours of community service
- 3500 hours of college coursework
- Mrs. Robbins had a 100% pass rate on her certs for Master Entrepreneurship
- State testing next week
- Girls lacrosse made the regional quarterfinals for the 2nd time ever.
- Survey sent out shows significant interest in having a golf team next year
- Social Studies/Lacrosse Coach, Art & CTE teachers have been hired
- Looking for an Athletic Director & CTE teacher

## **C. Middle School Update**

K. Mixson gave the following updates:

- All CTE's will be turned in soon.
- Teacher Appreciation Week was amazing.
- Digital Graffiti is tonight (both Seaside and Seacoast art students will have digital art displayed).
- Poetry Cafe
- Wax Museum
- Buzzett House won over the teacher group.
- FAST testing has started, science and EOC's coming up.
- Seaside graduation will be May 23rd
- Amazing theater production (6 sold out shows)

## **III. Academic Excellence**

#### **A. Academic Excellence Updates**

J. O'Donoghue gave the following updates:

- Did not have a meeting this month due to testing
- Will meet June 12th at Seacoast or via zoom to review student data

#### **IV. Finance**

##### **A. Budget Updates**

A. Jordan gave the following updates:

- \$400 thousand dollar surplus this year
- 25-26 Budget should be ready at the next board meeting

#### **V. Governance**

##### **A. Approval of Amendment to Seaside School, Inc. Bylaws**

M. Harrison made a motion to Approve the amendment to the Seaside School, Inc bylaws.

L. Blue seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### **B. Approval of Board Member Agreement**

L. Blue made a motion to Approve the Board Member Agreement.

R. Kauffman seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### **C. Appeal of Enrollment Decision**

J. Ward made a motion to Approve the denial of the appeal of enrollment decision.

D. Lilienthal seconded the motion.

\*Parent was not present\*

The board **VOTED** unanimously to approve the motion.

##### **D. Approval of Executive Director Review Committee Charter**

J. O'Donoghue made a motion to Approve the Executive Director Review Committee Charter.

C. King seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **VI. Other Business**

##### **A.**

## **25-26 Officer Selection**

A. Jordan announced new officers:

Vice Chair- Kevin Sandoe

Treasurer- Chip Brown

Secretary- Ali Weil

Selection Committee- Dana Hahn

Officers chairing committees:

Academic Excellence Chair: Kevin Sandoe and Vice Chair: Catie Ceresse

Finance: Chair: Chip Brown and Vice Chair: John Doris

Governance: Chair: Robert Kauffman and Vice Chair: Casey King

T. Miller recognized the following staff members/teachers who will not be returning next year to relocate & retire:

Leslie Kilpatrick, Randy Moore & Nick Volpe

## **VII. 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 6:36 PM.

Respectfully Submitted,

M. Willcox

# Coversheet

## Consent Items

|                          |                                                                                                                                                                                                               |
|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section:</b>          | I. Opening Items                                                                                                                                                                                              |
| <b>Item:</b>             | D. Consent Items                                                                                                                                                                                              |
| <b>Purpose:</b>          | Vote                                                                                                                                                                                                          |
| <b>Submitted by:</b>     |                                                                                                                                                                                                               |
| <b>Related Material:</b> | Draft FY26 Seaside School Budget 5.27.25.pdf<br>Revised Proposal 0000015.pdf<br>Contract_25-26_-_The_Seaside_School__Inc.pdf<br>SSF_May_25_Board_Reports.xlsm<br>Foundation and SNS Lease 7.1.25.docx (1).pdf |

**The Seaside School, Inc  
Budget  
Combined Detailed by Fund  
FY 2026**

|                           |                                                |                             |
|---------------------------|------------------------------------------------|-----------------------------|
| <b>Enrollment FTE</b>     |                                                | <b>582</b>                  |
|                           |                                                | <b>2025-2026<br/>Budget</b> |
|                           | <b>Revenues</b>                                |                             |
|                           | FEFP - Walton County School District           | 6,251,732                   |
|                           | FEFP - Restricted Capital Outlay               | 70,409                      |
|                           | Industry Certification Funding                 | 150,000                     |
|                           | Advance Placement Funding                      | 60,000                      |
|                           | Transfer from Foundation - General Revenue     | 300,000                     |
|                           | Transfer In Kind Facility Lease                | 168,000                     |
|                           | <b>Total Revenues</b>                          | <b>7,000,141</b>            |
| <b>Expenses</b>           |                                                |                             |
|                           | 5100 - Instruction                             |                             |
| <b>Teachers</b>           |                                                | <b>29.5</b>                 |
| 100-4000-5100-120         | Classroom Teachers                             | 2,105,090                   |
| 100-4000-5100-121         | Tutoring Stipends                              | 30,000                      |
| 100-4000-5100-210         | Retirement                                     | 309,588                     |
| 100-4000-5100-220         | Social Security                                | 163,334                     |
| 100-4000-5100-230         | Group Insurance                                | 284,492                     |
| 100-4000-5100-240         | Workers Compensation                           | 11,529                      |
| 100-4000-5103-311         | Tuition                                        | 337,500                     |
| 100-4000-5103-312         | FLVS                                           | 20,000                      |
| 100-4000-5100-360         | Software Rental                                | 85,000                      |
|                           | Instructional Materials                        | 80,000                      |
| 100-4000-5100-520         | Textbooks                                      | 75,000                      |
| 100-4000-5100-521         | College Textbooks                              | 67,500                      |
| 100-4000-5100-642         | Non Capital Furniture and Equipment            | 10,000                      |
| 100-4000-5100-644         | Non Capital Computer Equipment                 | 25,000                      |
| 100-4000-5100-730         | Dues & Fees                                    | 8,000                       |
| 100-4000-5100-750         | Substitute Teachers                            | 30,000                      |
|                           | <b>Total 5100 Instruction</b>                  | <b>3,642,034</b>            |
|                           | 5200 - Exceptional Instruction                 |                             |
| <b>ESE Teachers</b>       |                                                | <b>2.0</b>                  |
| 100-4000-5200-120         | ESE Teacher                                    | 164,745                     |
| 100-4000-5200-210         | Retirement                                     | 23,888                      |
| 100-4000-5200-220         | Social Security                                | 12,603                      |
| 100-4000-5200-230         | Group Insurance                                | 28,857                      |
| 100-4000-5200-240         | Workers Compensation                           | 890                         |
|                           | <b>Total 5200 Exceptional Instruction</b>      | <b>230,982</b>              |
|                           | 6100 - Student Personnel Services              |                             |
| <b>Guidance Counselor</b> |                                                | <b>4.0</b>                  |
| 100-4000-6100-130         | Guidance Counselor                             | 326,859                     |
| 100-4000-6100-210         | Retirement                                     | 47,395                      |
| 100-4000-6100-220         | Social Security                                | 25,005                      |
| 100-4000-6100-230         | Group Insurance                                | 43,715                      |
| 100-4000-6100-240         | Workers Compensation                           | 1,765                       |
|                           | <b>Total 6100 - Student Personnel Services</b> | <b>444,738</b>              |

|                                              |                                                    | 2025-2026<br>Budget |
|----------------------------------------------|----------------------------------------------------|---------------------|
| 6300 - Testing and Assessment                |                                                    |                     |
| 100-4000-6300-590                            | Testing and Assessment                             | 17,500              |
|                                              | Total 6300 - Testing and Assessment                | 17,500              |
| 6400 - Instructional Staff Training Services |                                                    |                     |
| 100-4000-6400-310                            | Staff Development                                  | 30,000              |
|                                              | Total 6400 - Instructional Staff Training Services | 30,000              |
| 6500 - Instructional-Related Technology      |                                                    |                     |
| 100-4000-6500-310                            | Technology Support and Service                     | 65,000              |
|                                              | Total 6500 - Instructional-Related Technology      | 65,000              |
| 7100 - Board Administration                  |                                                    |                     |
| 100-4000-7100-310                            | Audit Expense                                      | 13,000              |
| 100-4000-7100-310                            | Legal Expense                                      | 10,000              |
| 100-4000-7100-315                            | Contract Consultant                                | 10,000              |
| 100-4000-7100-320                            | Insurance                                          | 40,000              |
| 100-4000-7100-360                            | Board Software                                     | 12,000              |
| 100-4000-7100-390                            | Marketing/Advertising                              | 22,500              |
| 100-4000-7100-730                            | Dues and Fees                                      | 2,000               |
| 100-4000-7100-795                            | Bank Fees                                          | 3,500               |
| 100-4000-7100-795                            | Contingency                                        | 188,074             |
|                                              | Total 7100 - Board Administration                  | 301,074             |
| 7200 - General Administration                |                                                    |                     |
| 100-4000-7200-790                            | District Admin Fees                                | 53,019              |
|                                              | Total 7200 - General Administration                | 53,019              |
| 7300 - School Administration                 |                                                    |                     |
| Administrators                               |                                                    | 6.0                 |
| Administrative Assistants                    |                                                    | 3.0                 |
| 100-4000-7300-110                            | Administrator                                      | 703,254             |
| 100-4000-7300-160                            | Administrative Assistants                          | 161,606             |
| 100-4000-7300-210                            | Retirement                                         | 125,405             |
| 100-4000-7300-220                            | Social Security                                    | 66,162              |
| 100-4000-7300-230                            | Group Insurance                                    | 98,261              |
| 100-4000-7300-240                            | Workers Compensation                               | 4,670               |
| 100-4000-7300-310                            | School Resource Deputy                             | 80,000              |
| 100-4000-7300-330                            | Travel/Conferences/Workshops                       | 10,000              |
| 100-4000-7300-360                            | Admin Software                                     | 22,500              |
| 100-4000-7300-370                            | Postage                                            | 2,000               |
| 100-4000-7300-390                            | Principal Contingence Expense                      | 10,000              |
| 100-4000-7300-510                            | Office Expense                                     | 30,000              |
| 100-4000-7300-730                            | Dues and Fees                                      | 4,000               |

|                                                                  |                                    | <b>2025-2026<br/>Budget</b>  |
|------------------------------------------------------------------|------------------------------------|------------------------------|
| Total 7300 - School Administration                               |                                    | <u>1,317,857</u>             |
| 7500 - Fiscal Services                                           |                                    |                              |
| 100-4000-7500-310                                                | Contract Controller Service        | <u>97,500</u>                |
| Total 7500 - Fiscal Services                                     |                                    | <u>97,500</u>                |
| 7800 - Student Transportation Services                           |                                    |                              |
| Bus Driver                                                       |                                    | 1.0                          |
| 100-4000-7800-160                                                | Bus Driver                         | 51,500                       |
| 100-4000-7800-210                                                | Retirement                         | 7,468                        |
| 100-4000-7800-220                                                | Social Security                    | 3,940                        |
| 100-4000-7800-230                                                | Group Insurance                    | 11,631                       |
| 100-4000-7800-240                                                | Workers Compensation               | 2,312                        |
| 100-4000-7800-320                                                | Transportation Insurance           | 500                          |
| 100-4000-7800-350                                                | Transportation-Contracted Services | 1,000                        |
| 100-4000-7800-460                                                | Transportation-Fuel                | <u>3,500</u>                 |
| Total 7800 - Student Transportation Services                     |                                    | <u>81,850</u>                |
| 7900 - Operation of Plant                                        |                                    |                              |
| Custodian/Facility Manager                                       |                                    | 1.0                          |
| 100-4000-7900-160                                                | Custodian/Facility Manager         | 40,234                       |
| 100-4000-7900-210                                                | Retirement                         | 5,834                        |
| 100-4000-7900-220                                                | Social Security                    | 3,078                        |
| 100-4000-7900-230                                                | Group Insurance                    | 14,378                       |
| 100-4000-7900-240                                                | Workers Compensation               | 217                          |
| 100-4000-7900-351                                                | Contract Custodial Service         | 75,000                       |
| 100-4000-7900-360                                                | Rentals CAM Fees                   | 44,618                       |
| 100-4000-7900-370                                                | Phone/Internet                     | 44,640                       |
| 100-4000-7900-380                                                | Water/Sewer/Garbage                | 32,750                       |
| 100-4000-7900-390                                                | Other Contracted Bldg Services     | 62,000                       |
| 100-4000-7900-430                                                | Electricity                        | 86,000                       |
| 100-4000-7900-510                                                | Custodial - Building Supplies      | <u>30,000</u>                |
| Total 7900 - Operation of Plant                                  |                                    | <u>438,749</u>               |
| PTO Buy Back                                                     |                                    | 18,404                       |
| <b>Total Expenses</b>                                            |                                    | <b><u>6,738,707</u></b>      |
| <b>Excess (Deficiency) Revenues Over Expenses - GENERAL FUND</b> |                                    | <b><u><u>261,434</u></u></b> |
| <b>Fund 360 - Capital Outlay</b>                                 |                                    |                              |
| Charter School Capital Outlay                                    |                                    | 360,840                      |
| Local Capital Improvement Revenue                                |                                    | <u>1,749,234</u>             |
| <b>Total Revenue Fund 360 - Capital Outlay</b>                   |                                    | <b><u>2,110,074</u></b>      |
| 360-4000-5100-390                                                | Copy and Printing                  | 32,000                       |
| 360-4000-7400-360                                                | MS Facility Lease                  | 168,000                      |
| 360-4000-7400-360                                                | NWFSC/Portable Lease/Lyceum Leases | 28,713                       |

|                                                                                    |                                        | <b>2025-2026<br/>Budget</b> |
|------------------------------------------------------------------------------------|----------------------------------------|-----------------------------|
| 360-4000-7900-320                                                                  | Property Insurance                     | 190,000                     |
| 360-4000-8100-681                                                                  | Capitalized Remodeling and Renovations | 75,000                      |
| 360-4000-9200-720                                                                  | HS Debt Service - Interest             | 1,377,017                   |
| <b>Total Expense Fund 360 - Capital Outlay</b>                                     |                                        | <b>1,870,730</b>            |
| <b>Excess (Deficiency) Revenues Over Expenses Fund 360 - Capital Outlay / LCIR</b> |                                        | <b>239,343</b>              |

|                                                                      |                                    |                  |
|----------------------------------------------------------------------|------------------------------------|------------------|
| <b>Fund 450 - Triumph</b>                                            |                                    |                  |
|                                                                      | Triumph Grant                      | 1,079,893        |
| <b>Total Revenue Fund 450 - Triumph</b>                              |                                    | <b>1,079,893</b> |
| Triumph Staff                                                        |                                    | 7.0              |
| 450-4000-5100-120                                                    | Triumph Instructional              | 322,214          |
| 450-4000-5100-210                                                    | Triumph Retirement                 | 46,721           |
| 450-4000-5100-220                                                    | Triumph Social Security            | 24,649           |
| 450-4000-5100-230                                                    | Triumph Group Insurance            | 53,372           |
| 450-4000-5100-240                                                    | Triumph Worker Compensation        | 1,740            |
| 450-4000-5100-510                                                    | Triumph Materials & Certifications | 123,555          |
| 450-4000-5100-644                                                    | Triumph FF & E                     | 225,250          |
| 450-4000-6400-310                                                    | Triumph Staff Development          | 38,500           |
| 450-4000-7300-110                                                    | Triumph Administrative             | 171,837          |
| 450-4000-5100-210                                                    | Triumph Retirement                 | 24,916           |
| 450-4000-5100-220                                                    | Triumph Social Security            | 13,146           |
| 450-4000-5100-230                                                    | Triumph Group Insurance            | 33,065           |
| 450-4000-5100-240                                                    | Triumph Worker Compensation        | 928              |
| <b>Total Expense Fund 450 - Triumph</b>                              |                                    | <b>1,079,893</b> |
| <b>Excess (Deficiency) Revenues Over Expenses Fund 450 - TRIUMPH</b> |                                    | <b>-</b>         |

|                                                                       |                                              |                  |
|-----------------------------------------------------------------------|----------------------------------------------|------------------|
| <b>Fund 891 - Internal</b>                                            |                                              |                  |
|                                                                       | School Lunch Revenue                         | 20,000           |
|                                                                       | Athletics Revenue                            | 25,000           |
|                                                                       | Field Trips Revenue                          | 115,000          |
| <b>Total Revenue Fund 891 - Internal</b>                              |                                              | <b>160,000</b>   |
| 891-4000-9100-120                                                     | After School Support/Club/Athletics Stipends | 119,000          |
| 891-4000-9100-210                                                     | Retirement                                   | 17,255           |
| 891-4000-9100-220                                                     | Social Security                              | 9,104            |
| 891-4000-9100-240                                                     | Workers Compensation                         | 643              |
| 891-4000-9100-510                                                     | Athletics General                            | 40,000           |
| 891-4000-9100-315                                                     | School Field Trips                           | 120,000          |
| 891-4000-9100-512                                                     | Student Activities                           | 55,000           |
| 891-4000-9100-514                                                     | School Lunches                               | 21,500           |
| <b>Total Expense Fund 891 - Internal</b>                              |                                              | <b>382,501</b>   |
| <b>Excess (Deficiency) Revenues Over Expenses Fund 891 - INTERNAL</b> |                                              | <b>(222,501)</b> |

|                                                               |  |                |
|---------------------------------------------------------------|--|----------------|
| <b>Excess (Deficiency) Revenues Over Expenses - ALL FUNDS</b> |  | <b>278,276</b> |
|---------------------------------------------------------------|--|----------------|



Parker Gene Creative LLC  
850.797.1987  
7418 Stagecoach Road  
Pensacola, FL 32526

Prepared For  
The Seaside School, Inc.  
10 Smolian Circle  
Santa Rosa Beach, FL 32459

Proposal Date  
05/16/2025

Proposal Number  
0000015

## Overview

This agreement is between SEASIDE SCHOOL™/SEASIDE SCHOOL FOUNDATION™ (Client) and Parker Gene Creative for Marketing + Public Relations Services as outlined below beginning July 1, 2025 through June 30, 2026.

## Pricing

| Description                                                     | Rate       | Qty | Line Total  |
|-----------------------------------------------------------------|------------|-----|-------------|
| Marketing + PR Monthly Retainer<br>July 1, 2025 - June 30, 2026 | \$5,500.00 | 12  | \$66,000.00 |
| Subtotal                                                        |            |     | 66,000.00   |
| Tax                                                             |            |     | 0.00        |
| Proposal Total (USD)                                            |            |     | \$66,000.00 |

## Terms

## **1. Services and Compensation**

Parker Gene Creative will perform services for Client in connection with the planning, provision, creation, and/or placing of branding, research, advertising, marketing, consulting, creative, and/or digital services for Client, during the term of this Agreement, as outlined in 1.1 Services, incorporated herein by reference (such services are collectively referred to as "Services"). During the term of this Agreement, Client may wish to assign additional projects, products, or services to Parker Gene Creative beyond the Services outlined below. Parker Gene Creative agrees to accept such additional projects, products, or services only upon a separate written agreement with the Client regarding additional compensation to be paid to Parker Gene Creative and other relevant terms and conditions. Nothing within this Agreement will be deemed to require Parker Gene Creative to undertake any act or perform any services which in its good faith judgment would be misleading, false, libelous, unlawful, in breach of contract, or otherwise prejudicial to Client's or Parker Gene Creative's interests.

### 1.1. Services.

Establish, maintain, and execute annual marketing and public relations plans for the SEASIDE SCHOOL FOUNDATION™ that aligns with the goals and initiatives outlined by the organization's leadership team for the 2025-2026 school year.

Establish, maintain, and execute the marketing and public relations initiatives as it relates to the following campaigns: Seacoast Collegiate High School Expansion Project, Enrollment for the 2026-2027 School Year, the SEASIDE SCHOOL FOUNDATION Program Funding, the SEASIDE SCHOOL FOUNDATION™ Fin Club.

Establish, maintain, and execute the marketing and public relations initiatives as it relates to the following special events: SEASIDE SCHOOL™ Race Weekend, Tom Glavine's Field of Dreams Golf Outing, new school year Meet & Greet, SEASIDE SCHOOL™ 30th Anniversary, SEASIDE SCHOOL FOUNDATION™ 20th Anniversary, and events related to the Seacoast Collegiate High School Expansion Project including but not limited to the Ribbon Cutting.

Provide training and guidance on the development and maintenance of the SEASIDE SCHOOL™ website, as provided by Finalsite [website platform] OR Parker Gene Creative will oversee the development and maintenance of the SEASIDE SCHOOL™ website.

Provide strategic guidance and consultations to the SEASIDE SCHOOL™ communications team as needed as it relates to marketing and public relations.

Manage the following social media accounts for the SEASIDE SCHOOL FOUNDATION™: SEASIDE SCHOOL™ Half Marathon + 5K Facebook and Instagram. Management includes but is not limited to content creation, engagement, ads, and platform updates as needed.

Oversee all public relations initiatives as it relates to the community, press, and media for THE SEASIDE SCHOOL™ and the SEASIDE SCHOOL FOUNDATION™ including but not limited to press releases, interviews, and articles, and will serve as the main point of contact for media inquiries. The Client will receive up to twelve (12) press releases including distribution during the duration of this contract.

Oversee the development, maintenance, and execution of internal and external email campaigns for the SEASIDE SCHOOL FOUNDATION™. Parker Gene Creative will also be responsible for creating the monthly SEASIDE SCHOOL FOUNDATION™ newsletter to include twelve (12) issues in addition to any campaign specific emails.

Oversee all branding and design assets, including asset creation as needed, internally and externally to ensure a consistent brand identity for the SEASIDE SCHOOL™ and the SEASIDE SCHOOL FOUNDATION™. Act as the liaison between the School/Foundation and any third parties as it relates to brand assets. All brand and design creations and assets will be allowed a total of three (3) rounds of revisions. Revisions beyond the third round will be billed at the hourly rate as outlined in Section 1.2.

Attend pre-scheduled bi-weekly strategy meetings virtually or in person with representatives from the SEASIDE SCHOOL™ and the SEASIDE SCHOOL FOUNDATION™.

Create the SEASIDE SCHOOL FOUNDATION™ Annual Report for the 2025-2026 school year.

Manage the SEASIDE SCHOOL™ Constant Contact account as it relates to the SEASIDE SCHOOL FOUNDATION™ including but not limited to managing distributions lists.

Establish, maintain, and execute an annual marketing and public relations plan for the SEASIDE SCHOOL™ Half Marathon + 5K Race Weekend including:

- Manage the social media accounts for Race Weekend. Management includes but is not limited to content creation, engagement, ads, and platform updates as needed, as well as up to three (3) in-feed

- Development and maintenance of the race websites including the main Race Weekend website and the Taste of the Race website. This also includes the management of the backend platform through RunSignUp.
- Development of the sponsorship packet for the 2026 Race Weekend.
- Sponsor management and activation to ensure all sponsors are represented according to their sponsorship levels. Act as main point of contact for Race Weekend sponsors as it relates to their sponsorship deliverables.
- Development of the Case for Support for the 2026 Race Weekend to present to the County Commissioners for approval.
- Oversee all branding and design assets (print and digital), including asset creation as needed, internally and externally for Race Weekend.
- Oversee all paid and in-kind media, both print and digital, for Race Weekend. Act as the main point of contact for the media as it relates to Race Weekend. Pitch Race Weekend to local, regional, and national media outlets. Up to three (3) press releases will be created and distributed for Race Weekend.
- Oversee the development, maintenance, and execution of internal and external email campaigns for Race Weekend including up to two email campaigns per month.
- Responsible for securing and managing Race Weekend photographers and videographers.
- Develop, manage, and execute various local, regional, and national influencer events and activations for Race Weekend in collaboration with SEASIDE®.
- Oversee the development and functions of the Race Weekend Marketing Committee.
- Attend Race Weekend meetings either in-person or virtually.
- Manage the main Race Weekend email inbox and act as the main point of contact for Race Weekend inquiries.
- Parker Gene Creative will be on-site for all Race Weekend activities beginning Thursday, February 12, 2026 to Sunday, February 15, 2026.

Establish, maintain, and execute a marketing and public relations plan for the Tom Glavine's Field of Dreams Golf Outing including:

- Create and post social media posts for the Golf Outing on the SEASIDE NEIGHBORHOOD SCHOOL™ social media pages and the SEASIDE SCHOOL™ LinkedIn page.
- Development and maintenance of the Golf Outing page on the SEASIDE SCHOOL™ website.
- Development of the sponsorship packet for the 2025 Golf Outing.
- Sponsor management and activation to ensure all sponsors are represented according to their sponsorship levels. Act as main point of contact for Golf Outing sponsors as it relates to their sponsorship deliverables.
- Oversee all branding and design assets (print and digital), including asset creation as needed, internally and externally for the Golf Outing.
- Oversee all paid and in-kind media, both print and digital, for the Golf Outing. Act as the main point of contact for the media as it relates to the Golf Outing. Up to two (2) press releases will be created and distributed for the Golf Outing.
- Oversee the development, maintenance, and execution of internal and external email campaigns for the Golf Outing.
- Responsible for securing and managing Golf Outing photographers and videographers.
- Attend Golf Outing meetings either in-person or virtually.
- Parker Gene Creative will be on-site for all day of Golf Outing activities.

Additional services beyond what is identified in Section 1.1 may be requested by the Client and billed at the hourly rate as described in Section 1.2.

The manner in which the Services are to be performed and the specific hours to be worked by Parker Gene Creative shall be determined by Parker Gene Creative. The Client will rely on Parker Gene Creative to work as many hours as may be reasonably necessary to fulfill Parker Gene Creative's obligations under this

## **1.2 Compensation.**

The Client shall pay Parker Gene Creative a monthly retainer fee of \$5,500. Services rendered to the Client by Parker Gene Creative under this Agreement begin July 1, 2025. Parker Gene Creative shall invoice the Client on the 25th day of the previous month, and based upon such invoices, the Client shall pay Parker Gene Creative monthly within ten (10) days of the invoice date. Payment may be made via credit card, ACH transfer or via check made payable to Parker Gene Creative/Bobby Parker and mailed to 7418 Stagecoach Road, Pensacola, FL 32526. If paying by credit card or ACH transfer, a processing fee will be applied.

The hourly rate for services provided beyond those described in Section 1.1 is \$125 per hour.

For payments received past the due date, a \$50 late fee will be applied.

## **1.3 Expenses.**

The Client will reimburse Parker Gene Creative, in accordance with the Client's policy, for all reasonable expenses incurred by Parker Gene Creative in performing the Services pursuant to this Agreement, if Parker Gene Creative receives written consent from an authorized agent of the Client prior to incurring such expenses and submits receipts for such expenses to the Client in accordance with the Client's policy. Expenses may include but not limited to materials, programs, services, tools, advertising, travel [including accommodations, mileage, and/or meals], and/or any items deemed necessary to complete the services outlined in Section 1.1.

## **2. Confidentiality**

### **2.1. Definition of Confidential Information.**

"Confidential Information" means any nonpublic information that relates to the actual or anticipated business and/or products, research, or development of the Client, its affiliates or subsidiaries, or to the Client's, its affiliates' or subsidiaries' technical data, trade secrets, or know-how, including, but not limited to, research, product plans, or other information regarding the Client's, its affiliates' or subsidiaries' products or services and markets, therefore, customer lists and customers (including, but not limited to, customers of the Client on whom Parker Gene Creative called or with whom Parker Gene Creative became acquainted during the term of this Agreement), software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, and other business information disclosed by the Client, its affiliates or subsidiaries, either directly or indirectly, in writing, orally, or by drawings or inspection of premises, parts, equipment, or other property of Client, its affiliates, or subsidiaries. Notwithstanding the foregoing, Confidential Information shall not include any such information which Parker Gene Creative can establish (i) was publicly known or made generally available prior to the time of disclosure to Parker Gene Creative; (ii) becomes publicly known or made generally available after disclosure to Parker Gene Creative through no wrongful action or inaction of Parker Gene Creative; or (iii) is in the rightful possession of Parker Gene Creative, without confidentiality obligations, at the time of disclosure as shown by Parker Gene Creative's then-contemporaneous written records.

### **2.2. Nonuse and Nondisclosure.**

During and after the term of this Agreement, Parker Gene Creative will hold in the strictest confidence and take all reasonable precautions to prevent any unauthorized use or disclosure of Confidential Information and Parker Gene Creative will not (i) use the Confidential Information for any purpose whatsoever other than as necessary for the performance of the Services on behalf of the Client, or (ii) disclose the Confidential Information to any third party without the prior written consent of an authorized representative of the Client. Parker Gene Creative shall not copy, transfer, or otherwise transmit Confidential Information to non-company electronic devices, including but not limited to computers, data storage devices, and disks. Parker Gene Creative may disclose Confidential Information to the extent compelled by applicable law; provided, however, prior to such disclosure, Parker Gene Creative shall provide prior written notice to Client and seek a protective order or such similar confidential protection as may be available under applicable law at Client's expense. In any event, Parker Gene Creative shall only disclose that Confidential Information is required to be disclosed and shall maintain its confidentiality for all other purposes. Parker Gene Creative agrees that no ownership of Confidential Information is conveyed to Parker Gene Creative. Without limiting the foregoing,

Parker Gene Creative shall not use or disclose any Client property, intellectual property rights, trade secrets, or other proprietary know-how of the Client to invent, author, make, develop, design, or otherwise enable others to invent, author, make, develop, or design identical or substantially similar designs as those developed under this Agreement for any third party. Parker Gene Creative agrees that Parker Gene Creative's obligations under Section 2.2 shall continue after the termination of this Agreement.

### **2.3. Other Client Confidential Information.**

Parker Gene Creative agrees that Parker Gene Creative will not improperly use, disclose, or induce the Client to use any proprietary information or trade secrets of any former or concurrent employer of Parker Gene Creative or other person or entity with which Parker Gene Creative has an obligation to keep in confidence. Parker Gene Creative also agrees that Parker Gene Creative will not bring onto the Client's premises or transfer onto the Client's technology systems any unpublished document, proprietary information, or trade secrets belonging to any third party unless disclosure to, and use by, the Client has been consented to in writing by such third party.

### **2.4. Third-Party Confidential Information.**

Parker Gene Creative recognizes that the Client has received and in the future will receive from third parties, their confidential or proprietary information subject to a duty on the Client's part to maintain the confidentiality of such information and to use it only for certain limited purposes. Parker Gene Creative agrees that at all times during the term of this Agreement and thereafter, Parker Gene Creative owes the Client and such third parties a duty to hold all such confidential or proprietary information in the strictest confidence and not to use it or to disclose it to any person, firm, corporation, or other third parties except as necessary in carrying out the Services for the Client consistent with the Client's agreement with such third party.

## **3. Term and Termination**

### **3.1. Term.**

The term of this Agreement will begin on the Effective Date of this Agreement and will continue until the earlier of (i) June 30, 2026 or (ii) termination as provided in Section 3.2.

### **3.2. Termination.**

Either Party may terminate this Agreement upon giving the other party thirty (30) days prior written notice of such termination. The Client may terminate this Agreement immediately and without prior notice if Parker Gene Creative refuses to or is unable to perform the Services or is in breach of any material provision of this Agreement.

### **3.3. Survival.**

Upon any termination, all rights and duties of the Client and Parker Gene Creative toward each other shall cease except: (a) the Client will pay, within thirty (30) days after the effective date of termination, all amounts owing to Parker Gene Creative for Services completed and accepted by the Client prior to the termination date and related reimbursable expenses, if any, submitted in accordance with the Client's policies.

## **4. Independent Contractor Relationship**

It is the express intention of the Client and Parker Gene Creative that Parker Gene Creative will perform the Services as an independent contractor to the Client. Nothing in this Agreement shall in any way be construed to constitute Parker Gene Creative as an agent, employee, or representative of the Client. Without limiting the generality of the foregoing, Parker Gene Creative is not authorized to bind the Client to any liability or obligation or to represent that Parker Gene Creative has any such authority. Parker Gene Creative acknowledges and agrees that Parker Gene Creative is obligated to report as income all compensation received by Parker Gene Creative pursuant to this Agreement. The Client will not provide fringe benefits, including health benefits, paid vacations, or any other employee benefit, for the benefit of Parker Gene Creative.

## **5. Marketing**

Client hereby grants Parker Gene Creative the right to use the name and service marks of the Client in its marketing materials or other oral, electronic, or written promotions, which shall include naming Client as a client of Parker Gene Creative and a brief scope of services provided. In addition, the Client hereby grants

Parker Gene Creative the right to display its logo or other identifying information and a hyperlink to Parker Gene Creative's website on the Client's website. Any use of Parker Gene Creative's logos or links used by the Client must be approved in writing by Parker Gene Creative. Either party may elect to issue a press release related to this Agreement. In doing so, any release shall be approved by the other party and such approval shall not be unreasonably withheld.

## **6. Miscellaneous**

### **6.1. Governing Law; Consent to Personal Jurisdiction.**

This Agreement shall be governed by the laws of the State of Florida, without regard to the conflicts of law provisions of any jurisdiction. To the extent that any lawsuit is permitted under this Agreement, the Parties hereby expressly consent to the personal and exclusive jurisdiction and venue of the state and federal courts located in Florida.

### **6.2. Assignability.**

This Agreement will be binding upon Parker Gene Creative's assigns, administrators, and other legal representatives, and will be for the benefit of the Client, its successors, and its assigns. Except as may otherwise be provided in this Agreement, Parker Gene Creative may not sell, assign or delegate any rights or obligations under this Agreement. Notwithstanding anything to the contrary herein, Client may assign this Agreement without Parker Gene Creative's consent.

### **6.3. Entire Agreement.**

This Agreement constitutes the entire agreement and understanding between the Parties with respect to the subject matter herein and supersedes all prior written and oral agreements, discussions, or representations between the Parties. Parker Gene Creative represents and warrants that it is not relying on any statement or representation not contained in this Agreement. To the extent any terms set forth in any exhibit or schedule conflict with the terms set forth in this Agreement, the terms of this Agreement shall control unless otherwise expressly agreed by the Parties in such exhibit or schedule.

### **6.4. Headings.**

Headings are used in this Agreement for reference only and shall not be considered when interpreting this Agreement.

### **6.5. Gender.**

Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.

### **6.6. Severability.**

If a court or other body of competent jurisdiction finds, or the Parties mutually believe, any provision of this Agreement, or portion thereof, to be invalid or unenforceable, such provision will be enforced to the maximum extent permissible so as to affect the intent of the Parties, and the remainder of this Agreement will continue in full force and effect.

### **6.7. Modification, Waiver.**

No modification of or amendment to this Agreement, nor any waiver of any rights under this Agreement, will be effective unless in a writing and signed by the Parties. Waiver by the Client of a breach of any provision of this Agreement will not operate as a waiver of any other or subsequent breach.

### **6.8. Notices.**

Any notice or other communication required or permitted by this Agreement to be given to a Party shall be in writing and shall be deemed given (i) if delivered personally or by commercial messenger or courier service, (ii) when sent by confirmed facsimile, or (iii) if mailed by U.S. registered or certified mail (return receipt requested), to the Party at the Party's address or at such other address as the Party may have previously specified by like notice. If by mail, delivery shall be deemed effective three business days after mailing.

### **6.9. Attorneys' Fees.**

In any court action at law or equity that is brought by one of the Parties to this Agreement to enforce or

interpret the provisions of this Agreement, the prevailing Party will be entitled to reasonable attorneys' fees, in addition to any other relief to which that Party may be entitled.

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The Seaside School, Inc.

STATE OF FLORIDA

COUNTY OF HOLMES

### PROFESSIONAL SERVICES AGREEMENT

This agreement is made on \_\_\_\_\_, by and between The Seaside School, Inc, 10 Smolian Circle, Santa Rosa Beach, FL 32459, a corporation not-for-profit, organized and operated under the laws of the State of Florida, (Client) and SCHOOL FINANCIAL SERVICES, INC., 54 S. Martin Street, Bonifay, Florida 32425, a corporation for profit organized and operated under the laws of the State of Florida (Provider).

#### Recitals

- R-1. Client is engaged in the business of operating charter schools and has its principal place of business at 10 Smolian Circle, Santa Rosa Beach, FL 32459.
- R-2. Client has determined it would be in its best interests to concentrate on its normal business of school operations and to contract with one or more vendors to provide services necessary to the operation of its normal business. Client desires to engage the services of Provider to assist in various financial and purchasing services and to render services on the terms and conditions provided in this agreement.
- R-3. Provider is engaged in the business of providing various financial and purchasing services, and desires to render professional services for Client as provided in this agreement.

Therefore, Client engages the services of Provider and in consideration of the mutual promises contained in this agreement, the parties agree as follows:

#### Term

1. This agreement shall be for the period commencing on July 1, 2025 and ending June 30, 2026. This contract can be renewed at the end of this term if both parties agree the relationship has met with both parties' expectations. This agreement may be terminated for cause immediately, and may be terminated without cause by either party upon thirty (30) days written notice to the other party.

## Services, Fees, and Schedule of Payments

2. Provider will perform the following services related to The Seaside School, Inc:
  - a. Design and implement internal control systems.
  - b. Negotiate prices and terms with Client's vendors.
  - c. Place orders for goods and services for Client's use, after verifying budget and transaction authority.
  - d. Remit payment for goods and services purchased, after verifying receipt by Client in proper condition.
  - e. Prepare budgets, cash flow analyses, and monthly financial statements for each site at which Client operates its business.
  - f. Prepare required reports to the School District of Walton County, the Florida board of Education, and Federal agencies.
  - g. Manage cash.
  - h. Provide for a system of fixed asset management.
  - i. Assist in audit procurement.
  - j. Prepare payrolls based on information provided by Client. Prepare payroll returns. Prepare forms W-2.
  - k. A principal of the Provider will make on site visits at their own expense as necessary to each facility operated by Client in order to ensure Provider's understanding of and compliance with procedures.
  - l. Client agrees to provide signature for electronic encryption and PIN for online bank inquiry; and grant authority for Provider to draw checks on Client's bank account.

3. Provider will not provide the following services:

- a. Receiving revenue and making deposits.
- b. Auditing services.
- c. Exempt organization information tax return preparation.
- d. Manage Human Resources.
- e. Verifying or auditing employee time and attendance information.
- f. Supervising student transportation.
- g. Supervising school food services.
- h. Student attendance accounting.

4. Client will pay Provider as follows:

For services as specified supra, Client will pay Provider for accounting, accounts payable, banking and payroll services a flat fee of \$95,000 annually.

#### Use of Agents or Assistants

5. To the extent reasonably necessary to enable Provider to perform the duties under this contract, Provider is authorized to engage the services of any agents or assistants that Provider may deem proper and further to employ or retain the services of other persons or corporations to aid or assist Provider in the proper performance of the duties. The cost of the services of agents or assistants shall not be chargeable directly to Client, nor shall any expenses incurred by Provider in engaging agents or assistants be reimbursed by Client without Client's expressed written consent.

#### Facilities, Supplies, and Equipment

6. Provider will maintain appropriate facilities, supplies, and equipment in order to fulfill its obligations under this agreement. Upon written request, the facility will be made available to Client for its agents' review and inspection.

#### Entire Agreement

7. This agreement supersedes all other agreements, either oral or in writing, between the parties to this agreement with respect to its subject matter, and no other agreement, statement, or promise relating to the subject matter of this agreement that is not contained in it shall be valid or binding.

#### Assignment

8. Neither this agreement nor any duties or obligations under this agreement shall be assignable by Provider without Client's prior written consent. In the event of an assignment by Provider to which Client has consented, the assignee or the assignee's legal representative shall agree in writing with Client to personally assume, perform, and be bound by the covenants, obligations, and agreements contained in this contract.

#### Successors and Assigns

9. Subject to the provision regarding assignment, this agreement shall be binding on the heirs, executors, administrators, legal representatives, successors, and assigns of the respective parties.

#### Attorney's Fees

10. If any action at law or in equity is brought to enforce or interpret the provisions of this agreement, the prevailing party shall be entitled to reasonable attorney's fees in addition to any other relief that may be available.

### Governing Law

11. The validity of this agreement and of any of its terms or provisions, as well as the rights and duties of the parties to this agreement, shall be governed by the laws of the State of Florida.

### Amendment

12. This agreement may be amended by the mutual agreement of the contracting parties in writing to be attached to and incorporated into this agreement.

### Legal Construction

13. In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, this invalidity, illegality, or unenforceability shall not affect any other provision of this agreement and this agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been contained in it.

### Communication With Other Parties

14. Provider will not initiate the transfer of any information, ranging from verbal notification of the occurrence of any event or transaction up to the transfer of any document, to any party other than Client. In the event any person other than Client makes inquiry concerning Client, Provider will notify Client of the subject of the inquiry and the answer provided. Client recognizes that nothing in this agreement prevents Provider from complying with agreements with other parties.

Executed at Bonifay, Florida, on the day and year first written above.

SCHOOL FINANCIAL SERVICES, INC.

By:   
Keith H. Spence, Managing Director

The Seaside School, Inc.

By: \_\_\_\_\_

Title \_\_\_\_\_

## Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

SSF\_May\_25\_Board\_Reports.xlsm

## Seaside Neighborhood School Facilities Lease

This Facilities Lease (this "Lease") is made effective the 1st day of July 2025, by and between The Seaside School Foundation, Inc., a Florida non-profit corporation ("Lessor") and The Seaside School, Inc., a Florida non-profit corporation ("Lessee"). Upon execution of this Lease, the prior lease by and between Lessor and Lessee is superseded and replaced in its entirety by this Lease and deemed of no further force and effect after the effective date of this Lease.

### Background Facts

Lessor is the owner of three buildings located on real property located in the town of Seaside, Walton County, Florida. This real property is legally described in **Exhibit "A"** and said legal description is incorporated herein. The real property contains three buildings located and identified with the municipal addresses of 10, 30 and 42 Smolian Circle, Seaside, Florida (the "Leased Premises").

### Article 1

#### Lease of Premises

For and in consideration of the covenants, promises and agreements contained in this Lease, Lessor does hereby lease the Leased Premises to Lessee for the specific terms set forth below in Article 2.

### Article 2

#### Term

The term of this lease ("Lease Period") shall commence on the date set forth above (the "Commencement Date") and end on the first (1<sup>st</sup>) anniversary of the Commencement Date.

### Article 3

#### Rent

Lessee shall pay **Lessor a maximum annual rent** of \$168,000.00 which can either be paid on a lump sum basis on or before the Commencement Date or paid in monthly installments of \$14,000.00 beginning on the Commencement Date and each and every other payment due thereafter to be payable on the 5th day of each month until expiration of the Lease Period. Either method of payment may be elected by Lessee.

**Article 4**  
**Permitted Use**

Lessee covenants that it shall, throughout the Lease Period, continuously use and occupy the Leased Premises solely and exclusively for the purpose of operating a school and other related activities, which will necessarily include all other uses reasonably related thereto (the "Permitted Uses").

**Article 5**  
**Utilities**

Lessee shall be solely responsible for, and shall pay directly to such utility companies, all bills for utility services consumed and used on, at, in and from the Leased Premises.

**Article 6**  
**Repairs and Maintenance**

Lessee shall, at its sole expense, keep the entire Leased Premises in the condition comparable to similar properties in the area and upon the expiration or early termination of this Lease Agreement, Lessee shall deliver possession of the Leased Premises to Lessor in substantially the same condition as it existed on the Commencement Date, with exception to reasonable and ordinary wear and tear.

**Article 7**  
**Reservation of Rights by Lessor**

Lessor reserves the right to use the Leased Premises provided such use does not interfere with Lessee's use of the Leased Premises.

**Article 8**  
**Liability**

Lessor shall not be liable for and Lessee hereby waives all claims against Lessor for injuries to persons in or about the Leased Premises for any cause whatsoever arising at any time during the term hereof. Lessor shall not be liable in any way for the quality, quantity, impairment, interruption, stoppage or other interference with service involving water, sewer, gas, electricity, telephone or other utility service. Lessor shall not be liable for and Lessee hereby waives all claims against Lessor for damage to or loss of any

property of Lessee or of others located on the Leased Premises. Lessee shall indemnify and hold harmless Lessor from and against, and reimburse Lessor for, any and all claims, losses, damages and liabilities (including, but not limited to, reasonable attorney fees and court costs), which arise in any way in connection with the Leased Premises during the term of this Lease, except for claims, losses, damages and liabilities caused directly by the gross negligence or willful misconduct of Lessor or its agents.

#### Article 9

##### Miscellaneous

This Lease shall be construed in accordance with the laws of the State of Florida. This Lease embodies the entire agreement between the parties. This Lease may not be amended or modified except by written instrument executed by all parties to the Lease, which may be executed in multiple counterparts. If the performance by any of the parties of its obligations under this Lease Agreement is delayed or prevented in whole or in part by any law, rule, regulation, order or other action adopted or taken by any federal, state or local governmental authority, or by any acts of God, fire or other casualty, floods, storms, explosions, accidents, epidemics, war, civil disorders, strikes or other labor difficulties, shortages or failure of supply of materials, labor, fuel, power, equipment, supplies or transportation, or by any other cause not reasonably within said parties control, whether or not specifically mentioned herein, said party shall not be deemed to be in default hereunder with respect thereto unless such party fails to promptly remedy such lack of performance immediately following the end of such event of force majeure.

#### Article 10

##### RADON GAS

Radon Gas Notification. In accordance with the requirements of the Florida Statutes, Section 404.056(8), the following notice is hereby given: RADON IS A NATURALLY OCCURRING RADIOACTIVE GAS THAT, WHEN IT HAS ACCUMULATED IN A BUILDING IN SUFFICIENT QUANTITIES, MAY PRESENT HEALTH RISK TO PERSONS WHO ARE EXPOSED TO IT OVER TIME. LEVELS OF RADON THAT EXCEED FEDERAL AND STATE GUIDELINES HAVE BEEN FOUND IN BUILDINGS IN FLORIDA. ADDITIONAL INFORMATION REGARDING RADON AND RADON TESTING MAY BE OBTAINED FROM YOUR COUNTY PUBLIC HEALTH UNIT.

*[Signature page follows.]*

IN WITNESS WHEREOF, the undersigned parties agree to the terms hereof as of the date first written above.

**LESSOR: THE SEASIDE SCHOOL FOUNDATION, INC.**

**(A Florida not-for-profit corporation)**

**By:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**LESSEE: THE SEASIDE SCHOOL, INC.**

**(A Florida not-for-profit corporation)**

**By:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_



# Coversheet

## High School Update

|                          |                                    |
|--------------------------|------------------------------------|
| <b>Section:</b>          | II. School Leadership Team         |
| <b>Item:</b>             | B. High School Update              |
| <b>Purpose:</b>          | FYI                                |
| <b>Submitted by:</b>     |                                    |
| <b>Related Material:</b> | Class Stats 2025 - Class Stats.pdf |

|                        | <b>Original Cohort</b> | <b>Class of 2025</b> |
|------------------------|------------------------|----------------------|
|                        | 39 students            | 65 students          |
|                        |                        |                      |
| Receiving AA           | 38 (97%)               | 51 (78%)             |
| Honor Graduates        | 30 (77%)               | 46 (71%)             |
| AP Scholars            | 11 (28%)               | 13 (20%)             |
| Scholar Designation    | 30 (77%)               | 38 (58%)             |
| Industry Certification | 12 (31%)               | 20 (31%)             |
| Bi-Literacy Seal       | 5 (13%)                | 6 (1%)               |
| Bright Futures         | 28 (72%)               | 39 (60%)             |
| <i>FAS</i>             | 16 (41%)               | 21 (32%)             |
| <i>FMS</i>             | 12 (31%)               | 17 (26%)             |
| <i>GSC</i>             | 0 (0%)                 | 1 (<1%)              |

# Coversheet

## Academic Excellence Updates

**Section:** III. Academic Excellence  
**Item:** A. Academic Excellence Updates  
**Purpose:** FYI

**Submitted by:**

**Related Material:**

\_Updated Google Workspace for Education Acceptable Use Policy 2025–2026 School Year.docx  
\_Updated Draft June 2 BOD Approved Seaside School AI Use Policy for Students- .docx  
2025-2026 Seaside Course Codes (1).xlsx  
\_Updated Seaside Neighborhood School Student Uniform Policy2025.26.docx  
Attendance Policy – Seaside School, Inc Draft.docx

## **Seaside School, Inc. Google Workspace for Education Acceptable Use Policy 2025–2026 School Year**

### **Overview**

Seaside Neighborhood School and Seacoast Collegiate High School provide all students in grades 5–12 with Google Workspace for Education accounts to support instruction. These accounts include access to tools such as Google Docs, Slides, Sheets, Gmail, Calendar, Drive, and Classroom. These services are offered through an agreement between Google and Seaside School, Inc. Instructional staff will use these tools to create, distribute, and collect student work. Students are expected to regularly monitor their Google accounts to stay current with classroom assignments.

### **Google Profile Personalization**

- Students are required to use their **initials** as their Google profile image. Personalization of the profile beyond this (including photos or emojis) is **not permitted** unless approved by a teacher or administrator.

### **Access and Monitoring**

- Google Workspace services are accessible from any internet-enabled device.
- School staff actively monitor student activity during school hours.
- Parents/guardians are responsible for supervising student use outside of school.
- Students are accountable for responsible behavior while using school-issued accounts at all times.
- Students are only permitted to access their own accounts and should never log in as another user.
- Inappropriate use will be addressed according to the **Seaside Discipline Matrix**.

### **Email Usage**

- Student email addresses follow this format: **firstname.lastname@seasideschools.net**.
- Middle school students may only email within the **@seasideschools.net** domain.
- High school students may have broader email access as determined by administration.
- Email is for educational purposes only.

### **Chromebook Usage**

- Seaside School, Inc. provides Chromebooks to support student learning and use of Google tools.
- Students are expected to care for devices responsibly and will be held accountable for any damage.
- Altering Chromebook settings or interfering with its intended use is prohibited.
- **Camera Use:** No selfies, mirrored use, or video/photo recording without explicit teacher permission.

### **Acceptable Use Guidelines**

Students may **not** use Google Workspace tools for:

- Sharing their login credentials or accessing another student's account.
- Logging in with or using an account that is not their own.
- Using apps/extensions that hide activity or screens from supervision.
- Illegal activity or non-educational financial transactions.
- Accessing or distributing inappropriate, offensive, or sexual content.
- Threatening, harassing, or bullying behavior (cyberbullying).
- Downloading, streaming, or accessing content that may disrupt the school's network or servers

- Accessing or sharing plagiarized content (including AI-generated work without permission).
- Misrepresenting themselves or the school.
- Accessing social media platforms (e.g., Facebook, Instagram, Twitter, or TikTok) in alignment with Florida law, which prohibits access for minors under 14 and requires parental consent for students aged 14–15.

## Privacy and Security

- Staff and administrators have access to student accounts for monitoring and support.
- Students should **not expect privacy** when using school accounts.
- Students must keep passwords secure and not share them with others.

## Data Collection

- In accordance with **COPPA**, Seaside School, Inc. may provide consent for limited student data collection (name, username, and school email) for students under 13.
- The information collected will be limited to the student's first and last name, username, and Google email address.
- Google's data policies are outlined in their [Cloud Data Processing Addendum](#).

## Account Termination

- Access to Google Workspace for Education is a privilege granted at the discretion of Seaside School, Inc.
- The school reserves the right to suspend or terminate a student's account if there is reason to believe that the student has violated the law or this Acceptable Use Policy.
- Students may appeal account termination decisions to the parent liaison and/or Seaside School Board.
- Upon leaving Seaside School, Inc., student accounts will be deactivated, and data may be deleted. It is the student's responsibility to back up any desired data prior to withdrawal.

## Acknowledgment and Consent

I understand that by participating in Google Workspace for Education, information about my child will be collected and stored electronically. I have read, understand, and agree to abide by the provisions of the privacy policies associated with the use of Google Workspace for Education and the preceding Acceptable Use Policy provided by Seaside School, Inc. I understand that I may request the removal of my student's account at any time.

Please indicate your preference:

- **Yes**, I give permission for my child to be given a full @seasideschools.net Google Workspace for Education account.
- **No**, I do not give permission for my child to be given a full @seasideschools.net Google Workspace for Education account. This means my child will not receive an email account or access to other Google Workspace for Education services such as Docs, Slides, Sheets, Mail, Calendar, Drive, and Classroom.

**Student Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## **Seaside School AI Use Policy for Students**

*Revised\* June 2, 2025*

### **Introduction to Artificial Intelligence (AI)**

Artificial Intelligence (AI) involves programming machines to perform tasks that typically require human intelligence, such as language processing, pattern recognition, and problem-solving. In the educational setting, AI can support learning by providing personalized tools and interactive experiences. This policy guides students on the responsible and ethical use of AI in their academic activities.

### **Purpose and Scope**

This policy outlines the appropriate use of AI tools by students within Seaside School, ensuring that AI is leveraged responsibly to enhance learning while protecting students' privacy and promoting ethical conduct. It applies to all AI technologies used by students on school premises, for school-related tasks, or through school-provided devices and networks.

### **Guidelines for Responsible AI Use**

- 1. Educational Purpose**

Students must use AI tools solely for educational purposes as directed by teachers or school authorities. AI should be used to support learning, not to complete assignments or submit AI-generated work as their own.

- 2. Ethical Conduct**

Students are expected to use AI ethically, adhering to copyright laws and respecting the intellectual property of others. Using AI to plagiarize, cheat, or engage in dishonest practices in academic work is prohibited.

- 3. Privacy and Data Protection**

Students should not share sensitive or personal information with AI tools without explicit permission. They must understand the risks associated with data sharing and consult teachers when unsure about any information they are prompted to provide.

- 4. Respectful Interaction**

Communication with or through AI tools must meet Seaside School's standards for respectful and appropriate interaction. Students are expected to use AI responsibly and refrain from using it to convey harmful, disrespectful, or abusive content.

- 5. Safety and Security**

Students must avoid using AI to access or share harmful or inappropriate content. Any issues, such as encountering inappropriate content or suspicious activities, should be reported to school staff immediately.

- 6. Resource Responsibility**

Students are expected to use AI tools thoughtfully, purposefully, and only when explicitly permitted by a teacher. Unless a teacher clearly states that AI use is allowed for a specific assignment or activity, students should not use AI tools. AI should never be used to replace original thinking or complete tasks designed to build critical academic skills. Responsible AI use means using these tools to support learning—not to bypass the learning process itself.

## Examples of Acceptable Uses of Generative AI Tools

Students may use AI tools only when directed or permitted by a teacher. When allowed, some appropriate uses include:

- Brainstorming ideas for a story, project, or presentation
- Improving or rewording a sentence you've already written
- Helping you come up with questions for a research project
- Finding general information to help you better understand a topic
- Drafting an outline to organize your thoughts before writing
- Getting feedback on grammar, punctuation, or writing style
- Practicing vocabulary words or summarizing a paragraph you've written

## Examples of Unacceptable Uses of Generative AI Tools

Even when AI is available, students should not use it in the following ways:

- Having AI write sentences, paragraphs, or full assignments for you
- Using AI to answer homework questions and turning them in as your own
- Letting AI write your part of a group project without permission from your team
- Copying and pasting AI responses into class discussions, journals, or writing assignments
- Using AI to write emails, chats, or messages in your name
- Relying on AI to do work that helps you learn important skills like writing, thinking, or problem-solving

## Monitoring and Compliance

Seaside School may monitor the use of AI tools to ensure they are being used responsibly and in alignment with this policy. Monitoring will be conducted to ensure AI is being used in a way that supports learning and maintains academic integrity. Because classroom expectations may vary, students are required to follow each teacher's specific rules regarding AI use. It is the student's responsibility to ask for clarification if they are unsure whether AI use is permitted for an assignment.

## Consequences for Policy Violations

Violations of this policy may result in disciplinary action according to the following guidelines:

- **First Offense:** Zero on assignment and a conference with the teacher.
- **Second Offense:** Zero on assignment, a parent-teacher conference and lunch detention.
- **Third Offense:** Zero on assignment, a conference with school administration, and After-school Detention.
- **Fourth Offense:** Zero on assignment, office referral, In-school suspension, and behavior plan.
- **Additional Offenses:** Zero on assignment, office referral, out-of-school suspension, and behavior plan.

## Policy Review and Update

This policy will be reviewed and updated annually to reflect changes in AI technology, ethical standards, and Seaside School's educational goals.

By adhering to this policy, our goal is that students will develop responsible and ethical practices for AI use, respecting Seaside School's values and promoting a safe and productive learning environment.

## Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

2025-2026 Seaside Course Codes (1).xlsx

## Seaside Neighborhood School Student Uniform Policy 2025–2026 School Year

At Seaside Neighborhood School, students are expected to dress in a way that promotes health, safety, and a positive learning environment. School uniforms help foster a sense of community, pride, and focus on learning.

### Purchasing Uniforms

Official Seaside Neighborhood School uniforms can be purchased through:

- Lands' End (School Code: 900103532)
- French Toast (School Code: QS44AKG)
- Best Life Outfitters: [Seaside Collection](#)

**Gently Used Uniform Sale:** Held at the school during the summer. Shirts: \$1, Sweatshirts/Jackets: \$5. Dates will be emailed to families.

### Basic Uniform Requirements

Students in grades 5–8 must wear the school uniform daily unless otherwise notified by school administration.

#### Uniform Tops (Girls and Boys):

- Solid Royal Blue, Carolina Blue, or Navy Blue crew neck or collared t-shirt with the Seaside Neighborhood School logo on the left chest.
- Tops must fully cover the midriff and back at all times.

#### Uniform Bottoms (Girls and Boys):

- Lightweight khaki-colored (light tan) pants, shorts, or skorts.
- Shorts/skorts must be no shorter than mid-thigh (fingertip rule). A 5" inseam or longer should work for most.
- If shorts/skorts do not meet the length requirement, **long khaki pants must be worn.**



### Uniform Options

In addition to the basic uniform, students may wear:

- Collared shirts with school logo (Royal, Carolina, or Navy Blue)
- Crew neck or hooded sweatshirts with school logo
- Seaside athletic team sweatshirts (via athletic director website)
- Pullover/zip-up fleece or rain jackets with school logo (Navy Blue)
- Navy Blue cardigan sweater with school logo
- For water activities: Royal, Carolina, or Navy Blue rash guard (long or short sleeves)
- Proud Student race shirts

### Outdoor Items

Students may wear sunglasses, hats/visors, and other sun-protective wear outdoors.

### Shoes

- **Required:** Athletic shoes with laces and multi-leveled gripping soles.
- **Prohibited:** Sandals, flip flops, boots, skateboarding shoes, loafers.

### Outer Garments

All coats, jackets, and sweatshirts must display the Seaside Neighborhood School logo.

### Special Dress Days

- **Spirit Days (Wednesdays):**  
Students may wear any Seaside House shirt with uniform bottoms.
- **Game Days:**  
Student athletes may wear their official jersey and uniform bottoms.

- **Free Dress Days:**

Students may wear non-uniform clothing following school dress code guidelines. If attire is deemed distracting or unsafe, students will be required to change.

### **Dress Code Guidelines for Spirit and Free Dress Days**

Students may NOT wear:

- Torn, frayed, sheer, or lace clothing
- Cut-off shorts/pants, athletic shorts, leggings, running shorts, or short shorts
- Shirts with spaghetti straps, tank tops, crop tops or visible undergarments
- Clothing with inappropriate slogans, imagery, or messages promoting drugs, alcohol, weapons, violence, or discrimination
- Hats, visors, sunglasses, or headbands indoors
- Jewelry or accessories that could be used as weapons

### **Uniform Assistance**

No student will be penalized for uniform non-compliance due to financial hardship. Parents should contact the principal for assistance.

### **Uniform Exceptions**

- Students enrolling mid-year will have a one-day grace period.
- Clothing variations for specific school-sponsored activities must be approved by administration.
- The Executive Director, in consultation with the principal, may grant waivers for medical, disability, or sincerely held religious reasons.

### **Reminders:**

- Label all uniform items with the student's name.
- Students must wear clothing that fits appropriately—not too tight or baggy.

### **Dress Code Enforcement**

Students are expected to arrive at school each day in compliance with the Seaside Neighborhood School uniform policy.

### **Shoes:**

- Students not wearing the required athletic shoes will be excluded from physical education (PE) and any off-campus activities on that day.

### **Parent Notification:**

- Parents or guardians will receive an email informing them of the dress code violation and the corrective actions taken.

### **Students who are out of dress code will follow this progressive discipline process:**

- **1st Offense:** Verbal warning to the student and parent contact
- **2nd Offense:** Parent contact
- **3rd Offense:** Detention and parent contact
- **4th Offense:** Parents are called to bring a change of clothes
- **5th Offense:** Parents are called to bring a change of clothes and a referral is issued

### **Chronic Dress Code Violations:**

- Students who accumulate five (5) dress code infractions, tracked through parent email notifications, will be required to attend a conference with school administration.
- The conference will review the uniform policy and address ongoing concerns.
- Continued non-compliance after the conference may lead to loss of privileges, including participation in special events, until the student consistently follows the uniform guidelines.

## Dress Code Letter 2025-2026

Dear Parents,

All students in grades 5-8 are required to wear the school uniform at all times while attending school or any school-sponsored activity during the day unless otherwise notified by school administration. Uniform clothing must be the proper size for the student. Clothing should not be tight or baggy. Uniform tops must cover a student's midriff and back at all times and display the Seaside Neighborhood School logo on the left side.

For Girls, the basic uniform for girls is a long or short-sleeved crew neck/collared, solid colored t-shirt (Royal, Carolina, or Navy Blue) with lightweight khaki colored skorts, pants, or shorts.

For boys, the basic uniform for boys is a long or short-sleeved, crew neck/collared, solid colored t-shirt (Royal, Carolina, or Navy Blue) with light weight Khaki colored pants, or shorts.

For boys and girls, uniform bottoms shall be no shorter than mid-thigh which is defined as the length of a student's fingertips when their arms are relaxed and to the side. If shorts or skorts do not reach fingertip length then, long khaki pants should be worn. The full dress code can be accessed at the following link: <https://www.seasideschools.net/community/parents> in the student handbook on page 9 and 10.

Today your child was not in compliance with the dress code for the following reason.

- Shirt non-compliant
- Shorts/skirt- does not meet the fingertip length requirement/frayed/torn
- Pants/jeans- frayed/torn
- Jacket non-compliant
- Sweatshirt non-compliant
- Inappropriate graphics on shirt/pants/sweater/sweatshirt/ jacket
- Shoes non-compliant
- Other\_\_\_\_\_

This is your child's

- 1st Offense: Verbal warning to student and Contact Parent
- 2nd Offense: Contact Parent
- 3rd Offense: Detention and Contact Parent
- 4th Offense: Parents are called to bring a change of clothes
- 5th Offense: Parents are called to bring a change of clothes and Referral

We appreciate your help in addressing this issue.

Sincerely,  
Kim Mixson

## Attendance Policy – Seaside School, Inc.

### General Expectations

All students are required to attend school every day. Unexcused absences and tardies can lead to numerous detrimental consequences, including lower assignment grades, reduced classroom grades, failure to pass classes, or recommendations for removal based on the student's performance contract.

Whether an absence or tardy is excused is determined solely by the school principal or their designee. Submission of falsified excuse documents may result in legal consequences.

Students may not be excused during school hours for private lessons or non-school activities unless specifically approved by the Superintendent or their designee in accordance with Florida law (F.S. 1003.21(2)(b)(2)).

| <b>Physician Excused Absences</b> - A Physician's Excused Absence is a school absence due to a medical condition verified by a licensed healthcare provider's written note specifying the dates and necessity of the absence. | <b>Excused Absences</b> - Please send us an email (middle school <a href="mailto:lancem@seasideschools.net">lancem@seasideschools.net</a> or high school <a href="mailto:willcoxm@seasideschools.net">willcoxm@seasideschools.net</a> ) or call (850-231-0396) to let us know that your child is absent and the reason. | <b>Unexcused Absences</b> Absences without communication from a parent are considered unexcused.                                                                                                                                                                                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Nurse practitioner                                                                                                                                                                                                            | Short-term illness or injury                                                                                                                                                                                                                                                                                            | Missing the bus or oversleeping                                                                                                                                                                                                                                                                                                                        |
| Dentist/orthodontist                                                                                                                                                                                                          | Death in the immediate family                                                                                                                                                                                                                                                                                           | Shopping or leisure activities                                                                                                                                                                                                                                                                                                                         |
| Licensed clinical psychologist/therapist                                                                                                                                                                                      | Religious holidays (with principal approval)                                                                                                                                                                                                                                                                            | Repeated illness (more than 10 days in total) without a doctor's verification                                                                                                                                                                                                                                                                          |
| Physician (MD or DO)                                                                                                                                                                                                          | Court or legal obligations                                                                                                                                                                                                                                                                                              | Failure to provide an excuse (excuses must be provided within 3 days of the absence)                                                                                                                                                                                                                                                                   |
| Emergency Room                                                                                                                                                                                                                | Natural disasters (with principal approval)                                                                                                                                                                                                                                                                             | Vacation/travel longer than 3 days without prior approval - Please submit an extended absence form if your child will be out for more than 3 days using this link: <a href="https://drive.google.com/file/d/1P4HvZMI5uBUIWCwG4w1ZaguwV-2sScM3/view?usp=sharing">https://drive.google.com/file/d/1P4HvZMI5uBUIWCwG4w1ZaguwV-2sScM3/view?usp=sharing</a> |
|                                                                                                                                                                                                                               | School-sponsored activities (with principal approval)                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                               | Financial or other serious family hardship (with principal approval)                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                               | Participation in national/world-class competitions                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                               | Communicable diseases (e.g., scabies, pink eye) – up to 5 excused days with proof of treatment and nurse clearance                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                        |

**\*\*After a student has been absent 10 days total (excused or unexcused) a physician's note will be required within 3 days of the student's return, or the absence will be unexcused.**

### **Compulsory Attendance**

Students aged 6–18 must attend school unless a formal withdrawal is filed (ages 16–18) and signed by the student, parent, and school. Missing school requires a written excuse submitted within 3 school days. If a doctor's note is required, it must also be submitted within 3 school days after return.

### **Truancy**

The school will contact parents for any unknown or unexcused absences.

- After 5 unexcused absences in 30 days or 10 in 90 days, written notice is sent to the parent/guardian.
- Students showing patterns of non-attendance (excused or not) will be referred to the MTSS (Multi-Tiered System of Support) team.

### **Possible MTSS Interventions:**

- Teacher-family communication
- Environmental/class changes
- Mentoring or counseling
- Tutoring
- Attendance contracts
- Referral for family support services

If there's no improvement, the case may be referred to the District Attendance Officer, who may:

- File a truancy petition in court
- Notify the DMV to suspend the student's driver's license

### **Habitual Truancy**

After 15 unexcused absences in 90 days, the student is considered habitually truant, and legal and DMV action will be taken.