



Seaside School, Inc

November Academic Excellence Committee Meeting

Published on November 14, 2024 at 3:59 PM CST

Amended on November 14, 2024 at 4:03 PM CST

Date and Time

Thursday November 14, 2024 at 4:00 PM CST

Location

In-Person: Seacoast Collegiate High School
109 Greenway Trail, Santa Rosa Beach, FL 32459

Zoom Link: <https://scholastic.zoom.us/j/99525488806>

Password: SNS

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 on our Governance Page. ([Click Here](#))

If anyone needs special assistance to participate in the public input session, every effort will be made to provide an appropriate accommodation. When requesting accommodations for public input, please allow no less than 1 business day notice prior to the scheduled meeting.

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

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

Agenda

| | Purpose | Presenter | Time |
|---|-----------------|------------------|----------------|
| I. Opening Items | | | 4:00 PM |
| A. Record Attendance | | Dana Hahn | 1 m |
| B. Call the Meeting to Order | | Dana Hahn | |
| C. Approve Minutes - September 2024 and October 2024 | Approve Minutes | Dana Hahn | 1 m |
| II. Academic Excellence | | | 4:02 PM |
| A. Digital Resource Review -Use of BRISK, and AI companion tool -official request document attached | Vote | Jenna O’Donoghue | 5 m |
| B. School Acceptable Use Policy for AI -draft policy attached -discuss current practices for AI use and approve a policy for both school sites to use as a guide when utilizing AI tools | Discuss | Jenna O’Donoghue | 5 m |
| C. Academic Excellence Goals -review proposed goals and discuss action items for each | Discuss | Dana Hahn | 5 m |

| | Purpose | Presenter | Time |
|--|---------|-----------|------|
|--|---------|-----------|------|

These are the academic results from the 2023-2024 school year ([click here](#))

| | | | |
|----------------------------|--|--|----------------|
| III. School Updates | | | 4:17 PM |
|----------------------------|--|--|----------------|

| | | | |
|--------------------------|---------|---------------|------|
| A. School Profile | Discuss | Thomas Miller | 10 m |
|--------------------------|---------|---------------|------|

-revision of the school profile based on 7th consecutive designation as a "School of Excellence"

-potential areas of growth

| | | | |
|---------------------------|--|--|--|
| IV. Other Business | | | |
|---------------------------|--|--|--|

| | | | |
|---------------------------|--|--|--|
| V. Public Comments | | | |
|---------------------------|--|--|--|

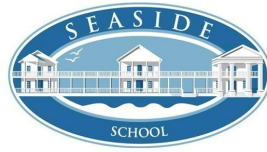
| | | | |
|--------------------------|--|--|--|
| VI. Closing Items | | | |
|--------------------------|--|--|--|

| | | | |
|---------------------------|------|------------------|--|
| A. Adjourn Meeting | Vote | Jenna O'Donoghue | |
|---------------------------|------|------------------|--|

Coversheet

Approve Minutes - September 2024 and October 2024

Section: I. Opening Items
Item: C. Approve Minutes - September 2024 and October 2024
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for October 2024 Academic Excellence Committee on October 10, 2024
2024_09_16_september_2024_academic_excellence_committee_minutes-3.pdf



Seaside School, Inc

Minutes

October 2024 Academic Excellence Committee

Date and Time

Thursday October 10, 2024 at 4:00 PM

Location

Seacoast Collegiate High School

Founded in 1996

Serving Students in Grades 5 - 12

Our Mission: 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.

Information on procedures for public comment can be found on our Governance Page.

[\(Click Here\)](#)

If anyone needs special assistance to participate in the public input session, every effort will be made to provide an appropriate accommodation. When requesting accommodations for public input, please allow no less than 1 business day notice prior to the scheduled meeting.

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

All public comments will be taken under advisement by the Board, but will not elicit a written or spoken response. The names of persons providing public comment and a brief summary of

topics or input will be included in the meeting minutes published. A response will be provided to the stakeholder within seven (7) days.

Committee Members Present

C. Fail, D. Hahn (remote), K. Sandoe, M. Harrison

Committee Members Absent

A. Winicki, J. O'Donoghue

Guests Present

A. Jordan (remote), K. Mixson, T. Miller

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

M. Harrison called a meeting of the Academic Excellence Committee of Seaside School, Inc to order on Thursday Oct 10, 2024 at 4:03 PM.

C. Approve Minutes

Due to a lack of quorum, the September minutes will be approved at the November Academic Excellence Committee meeting.

II. Academic Excellence

A. Digital Resource Review

AEC Committee does not have a quorum but does recommend.

B. Triumph Grant Academic Programming

Discussed Triumph required certifications and academic electives offered; Discussed teacher training for these certs.

C. Spanish Curriculum Approval Request

AEC Committee does not have a quorum but does recommend.

D. Academic Goals Updates

Discussed Academic Objectives; no change from last month.

III. Closing Items

A. Adjourn Meeting

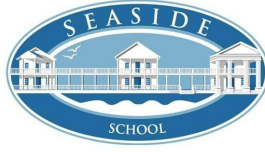
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:46 PM.

Respectfully Submitted,

M. Harrison

The next AEC meeting will be November 14, 2024 at 4:00 p.m.

DRAFT



Seaside School, Inc

Minutes

September 2024 Academic Excellence Committee

Date and Time

Monday September 16, 2024 at 4:00 PM

Location

Seacoast Collegiate High School Conference Room

Zoom Link Provided

Founded in 1996

Serving Students in Grades 5 - 12

Our Mission: 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.

Information on procedures for public comment can be found on our Governance Page.

[\(Click Here\)](#)

If anyone needs special assistance to participate in the public input session, every effort will be made to provide an appropriate accommodation. When requesting accommodations for public input, please allow no less than 1 business day notice prior to the scheduled meeting.

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

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

Committee Members Present

A. Winicki, C. Fail, D. Hahn, J. O'Donoghue, M. Harrison

Committee Members Absent

None

Guests Present

A. Jordan (remote), D. Ward, K. Mixson, K. Sandoe, T. Miller

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

M. Harrison called a meeting of the Academic Excellence Committee of Seaside School, Inc to order on Monday Sep 16, 2024 at 4:03 PM.

C. Approve Minutes

D. Hahn made a motion to approve the minutes from the August 2024 Academic Excellence Committee meeting. August 2024 Academic Excellence Committee Meeting on 08-15-24.

J. O'Donoghue seconded the motion.

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

II. Academic Excellence

A. Academic Results Updates and Goals/Objectives for 2024-2025

Dr. T. Miller updated the committee on 2024/2025 goals and objectives.

B. Middle School Media Approval

J. O'Donoghue made a motion to approve the book purchases requested for the 6th grade classroom library.

D. Hahn seconded the motion.

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

C. Teacher Certification and Development

C. Fail updated the committee on teacher certification and development requirements and expectations.

D. Gifted Program Updates

K. Mixson updated the committee on the gifted program activities and efforts.

III. 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 5:00 PM.

Respectfully Submitted,
M. Harrison

Coversheet

Digital Resource Review

Section: II. Academic Excellence
Item: A. Digital Resource Review
Purpose: Vote
Submitted by:
Related Material:
Evaluation and Adoption of Other Classroom Instructional Aids and Materials.pdf

Evaluation and Adoption of Other Classroom Instructional Aids and Materials

Teacher Name/Teacher Group: _____ Davis ELA _____ School: _____ SNS _____

Instructional Aid To Be Reviewed: _____ BRISK TEACHING _____ Class or

Age Group: _____ 5-8 _____ Course: ELA, Tech, Leadership

How will the instructional aid meet the curriculum objective and standards?

Brisk Teaching will help meet ELA curriculum objectives and standards by:

- Providing engaging activities to practice reading, writing, speaking, and listening skills
- Offering strategies to improve vocabulary and comprehension
- Supporting development of critical thinking and analysis abilities
- Aligning with Common Core ELA standards for 6th grade

In what way will you use the instructional aid to meet the curriculum objective? I plan to use Brisk Teaching in my 6th grade ELA class by:

- Using quick warm-up activities at the start of lessons
- Incorporating short, focused practice sessions during class
- Assigning brief homework tasks to reinforce skills
- Utilizing discussion prompts to encourage student participation
- Employing collaborative learning techniques for group work

What problems, if any, do you foresee in the style, tone, content, or theme inherent in the instructional aid? How will these problems be addressed during the instructional process?

Some potential challenges may include:

- Fast pace could be difficult for some learners
- Limited time for in-depth exploration of topics
- May not suit all learning styles
- Could feel rushed if not implemented carefully

To address these, I will:

- Provide extra support for students who need it
- Balance Brisk activities with longer, deeper lessons
- Offer variety in teaching methods
- Monitor student progress and adjust as needed

What other board approved instructional aids would be available for students to use in place of the one selected?

Other approved materials that could be used include:

- Traditional textbooks and workbooks
- Online learning platforms like IXL or Khan Academy
- Novel studies with accompanying worksheets
- Teacher-created materials aligned with curriculum

Were any supporting professional materials used in the selection of the instructional aid? Yes, I consulted:

- Reviews from education journals
- Recommendations from other ELA teachers
- Professional development workshops on effective teaching strategies
- Research on best practices for middle school ELA instruction

By using Brisk Teaching alongside other proven methods, I believe we can create an engaging and effective learning environment for our 6th grade ELA students.

Date of School Advisory Review: _____

(Please include School Advisory Council sign-in sheet with parent and other lay members of the community present. Secondary schools must have a student present)

Date of Submission to Principal: _____ Principal Initials Upon Receipt: _____

Principal Decision (within ten working days of above date):

Approved: Rejected: _____ or returned for revision):
Needs Revision: _____

Principal rationale for decision (if rejected

Resubmission to Principal Date (within 10 working days): _____ Principal Initials Upon Receipt: _____

Principal Decision (within ten days of above date):

Recommendation: Rejection:

Date of Submission to Supervisor of Curriculum and Instruction and the Superintendent:

Date of Receipt:

Initials of Supervisor of C&I or Superintendent:

____ Supervisor of Curriculum and Instruction and the Superintendent Decision:

Recommendation:

Rejection:

If the instructional aid is rejected by the Supervisor of Curriculum and Instruction and the Superintendent, the teacher shall have ten(10) working days from the date of rejection to file a written request for review by the School Board.

If the instructional aid is approved by the Supervisor of Curriculum and Instruction and the superintendent, the school staff shall submit the requisition to the Supervisor of Curriculum and Instruction for School Board approval.

SDWC-296

Coversheet

School Acceptable Use Policy for AI

Section: II. Academic Excellence
Item: B. School Acceptable Use Policy for AI
Purpose: Discuss
Submitted by:
Related Material: Seaside School AI Use Policy for Students- Draft.pdf

Seaside School AI Use Policy for Students

Draft November 2024

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 should not misuse AI resources by relying on them to replace original work or overusing them for tasks intended to build critical skills. Responsible AI use enhances learning rather than bypasses essential academic processes.

Examples of acceptable Uses of Generative AI Tools:

Brainstorming and refining your ideas;
Fine tuning your research questions;
Finding information on your topic;
Drafting an outline to organize your thoughts; and
Checking grammar and style.

Examples of unacceptable uses of generative AI Tools:

Impersonating you in classroom contexts, such as by using the tool to compose discussion board prompts assigned to you or content that you put into a Zoom chat.
Completing group work that your group has assigned to you, unless it is mutually agreed upon that you may utilize the tool.
Writing a draft of a writing assignment.
Writing entire sentences, paragraphs or papers to complete class assignments.

Monitoring and Compliance

Seaside School will monitor AI use to ensure it aligns with this policy, with monitoring conducted respectfully and ethically.

Consequences for Policy Violations

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

- **First Offense:** Forfeiture of grade on assignments and a conference with the teacher.
 - **Second Offense:** Forfeiture of grade on assignments and a parent-teacher conference.
 - **Third Offense:** Forfeiture of grade and a conference with school administration.
 - **Further Offenses:** Additional disciplinary measures as determined by administration.
-

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.

Conclusion

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