Seaside School, Inc

Development Committee

Published on November 13, 2026 at 1:06 PM CST

Date and Time

Monday November 16, 2026 at 8:30 AM CST

Location

Seacoast Collegiate High School

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**			**8:30 AM**
A.	Record Attendance		Dana Hahn	1 m
B.	Call the Meeting to Order		Dana Hahn	1 m
C.	Approve Minutes from 10-6-2026 Meeting	Vote	Dana Hahn	1 m
II.	**Development Committee**			**8:33 AM**
A.	Development Committee Review and Discussion of Schools Priority Lists 1. Review/Discuss the Facilities and Projects Priority List prepared for the Middle School. 2. Review/Discuss the Facilities and Projects Summary List for the High School. 3. Discuss Next Steps in both timing and cost estimates for projects.	Discuss	Dana Hahn	50 m
B.	School Board Chair Update		Andrew Jordan	5 m
C.	Executive Director Update		Drew Ward	5 m
D.	Director of Advancement & Donor Relations Update		Callie Cox	5 m
III.	**Other Business**			
IV.	**Closing Items**			**9:38 AM**
A.	Adjourn Meeting	Vote	Dana Hahn	1 m

Coversheet

Approve Minutes from 10-6-2026 Meeting

Section: I. Opening Items
Item: C. Approve Minutes from 10-6-2026 Meeting
Purpose: Vote
Submitted by:
Related Material: 2026_10_06_development_committee_minutes (1).pdf

DRAFT

Seaside School, Inc

Minutes

Development Committee

Date and Time
Tuesday October 6, 2026 at 3:30 PM

Location
Seacoast Collegiate High School

Founded in 1996
Serving Students in Grades 5 - 12

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Committee Members Present
A. Jordan, D. Hahn, K. Sandoe

Committee Members Absent
A. Weil, L. Branch

Guests Present
C. Cox, D. Ward, J. Mathis, N. Vlahos, S. Widman

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

D. Hahn called a meeting of the Development Committee Committee of Seaside School, Inc to order on Tuesday Oct 6, 2026 at 3:42 PM.

C. C. Approve Minutes

A. Jordan made a motion to approve the minutes from the October Development Committee Meeting on 10-11-24.
K. Sandoe seconded the motion.
The committee **VOTED** to approve the motion.
A. Jordan made a motion to approve the minutes from Development Committee Meeting on 09-08-26.
K. Sandoe seconded the motion.
The committee **VOTED** to approve the motion.

II. Development Committee

A. School Board Chair Update

A. Facilities Update at the Middle School.
Mr. Lee Mixon will obtain a quote for: painting the exterior of all 3 buildings, and any needed furniture at the MS. He will also get a status check on all HVAC units at the MS.

B. Executive Director Update

A. MOU and Lease review.

Mr. Drew Ward will be reviewing the latest redlines to the MOU and Lease with the College.

B. Meeting with the College.
Mr. Drew Ward will run point on scheduling the next meeting with the College as well as School Board/Foundation Board chairs.

C. Top Priorities at Seacoast.
Group discussion on our top priorities, and how we best engage the College on next steps.

D. Strategic Planning.
Our next Development Committee meeting will include strategic planning to prioritize projects and initiatives at both the middle school and high school.

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 4:57 PM.

Respectfully Submitted,
D. Hahn

Coversheet

Development Committee Review and Discussion of Schools Priority Lists

Section: II. Development Committee
Item: A. Development Committee Review and Discussion of Schools Priority Lists
Purpose: Discuss
Submitted by:
Related Material: Seaside_Neighborhood_School_Facilities_Plan_Draft_Rev1.pdf
Seacoast Projects & Facilities Summary.pdf

SEASIDE NEIGHBORHOOD SCHOOL

Facilities Needs, Capital Improvements
& Long-Range Campus Development Plan

Prepared for	Executive Director and Board of Directors
Planning period	Summer 2027 and Beyond
Status	Preliminary Working Draft – For Discussion and Input

I. Purpose and Overview

Seaside Neighborhood School has facility, technology, security, and infrastructure needs that should be addressed in the upcoming summer work season and over the next several years. This report identifies immediate needs, prioritizes improvements, and begins evaluating opportunities to increase usable space and improve the overall campus layout.

- **Immediate Needs and Capital Improvements:** Projects for priority consideration during Summer 2027.
- **Technology, Security and Infrastructure:** Improvements to campus safety, communications, and daily operations.
- **Long-Range Campus Development:** Potential projects to increase square footage, improve functionality, and accommodate future enrollment.

The goal is to develop a coordinated improvement plan rather than approach each project individually. Projects may be combined to reduce costs, minimize disruptions, and make the best use of available funding.

II. Immediate Needs and Capital Improvements

These projects should receive the greatest attention when developing the Summer 2027 facilities budget.

1. Exterior Wood Repairs and Painting | Priority: Critical

- Repair and replace rotten or deteriorating exterior wood on all three buildings.
- Address underlying moisture intrusion or drainage issues contributing to wood deterioration.
- Prepare and repaint all three buildings.
- Inspect exterior trim, fascia, siding, and other vulnerable areas.

Recommendation: Treat this as a comprehensive exterior restoration project. Address underlying problems before painting to protect the investment and extend the life of the buildings.

2. Classroom Furniture Replacement | Priority: High – Phased Approach

Replace aging and inadequate classroom furniture, with an emphasis on classroom tables.

- **First priority:** Art Room, Ortiz Classroom, and Davis Classroom.
- **Second priority:** Culinary/Drama Room and the entire third floor.
- Evaluate additional classrooms and incorporate them into future replacement cycles.

Recommendation: Develop a consistent furniture standard with durable, functional tables and seating that allow flexibility for different instructional activities.

3. Classroom Lighting Improvements | Priority: High

- Evaluate existing classroom lighting and identify insufficient light levels, aging fixtures, or inconsistent illumination.
- Replace or upgrade fixtures where needed, preferably using energy-efficient LED lighting.
- Consider appropriate lighting for different instructional environments.

Evaluate all classrooms and develop a phased replacement plan rather than addressing individual fixtures only as problems arise.

4. HVAC Replacement | Priority: Critical / High

The school currently has 16 HVAC units. Several are aging and should be considered for replacement.

- Replace the oldest HVAC unit as the first priority.
- Identify and plan for replacement of three additional aging units.
- Evaluate equipment condition, repair history, efficiency, and expected remaining service life.

Recommendation: Obtain updated replacement quotes and establish a multi-year HVAC replacement schedule. Prioritize reliability and avoid unexpected failures during the school year.

5. Exterior Door Replacement | Priority: Critical / High

Existing exterior wooden doors experience significant warping and twisting with changes in temperature and humidity. This creates recurring maintenance issues and can affect door operation, weather sealing, and security.

- Replace problematic wooden exterior doors with more dimensionally stable, commercial-grade doors.
- Evaluate frames, weather stripping, thresholds, hinges, and locking hardware.
- Ensure new doors are compatible with existing access control and security requirements.

A quote has previously been obtained from Warren Doors. Revisit and update this quote to reflect current conditions and project scope.

Recommendation: Treat this as a campus-wide door replacement strategy, potentially completed in phases if necessary.

6. Culinary Lab Ventilation and Exhaust | Priority: High – Safety and Operational Need

Evaluate and install appropriate ventilation in the culinary lab to capture and exhaust cooking fumes, heat, smoke, and airborne grease or particulates. Cooking activities have been setting off the school's fire alarms, disrupting operations and indicating a need to review the room's ventilation and alarm conditions.

- Have a qualified commercial kitchen ventilation contractor assess the cooking equipment, room layout, and existing exhaust/ventilation.
- Determine whether a properly designed exhaust hood and duct system, supplemental room ventilation, and/or make-up air are required.
- Have the fire alarm contractor review detector locations and system compatibility as part of the assessment. Do not simply disable, cover, or relocate alarm devices without approval from the appropriate fire-protection professionals and authorities.
- Determine whether the cooking equipment and proposed hood require an approved fire-suppression system, interlocks, or other code-required safeguards.
- Coordinate design and permitting with the applicable building and fire officials.

Recommendation: Obtain a professional assessment and proposal for a code-compliant ventilation solution. The objective is to control cooking-related smoke and fumes while preserving required fire detection and life-safety protection.

III. Security, Fire Safety and Communications

These projects should be evaluated together because improvements in one area may affect the design or installation of another.

7. Fire Alarm System Improvements | Priority: Critical – Planning and Upgrade

The current fire alarm system is operational. However, there is an opportunity to improve emergency notification across the three separate buildings.

- Investigate connecting all three building fire alarm systems for coordinated alerts.
- Evaluate whether an alarm activation in one building can notify occupants in the other buildings.
- Review monitoring capabilities and notification procedures.
- Coordinate proposed improvements with the fire alarm contractor and local fire officials.

Recommendation: Obtain a professional evaluation and determine the most effective way to provide coordinated campus-wide notification while maintaining required independent building functions.

8. Security Camera Improvements | Priority: High

- Replace outdated or underperforming cameras and add cameras where coverage is inadequate.
- Review entrances, building exteriors, walkways, parking areas, and other vulnerable locations.
- Evaluate camera placement to minimize blind spots between buildings.

Develop a campus-wide camera coverage plan before purchasing additional equipment.

9. Interior Classroom Access Keypads | Priority: Medium / High – Further Evaluation

Investigate adding keypad-controlled access to selected interior classroom-to-classroom doors.

- Improve control over movement between classrooms.
- Provide additional security options and flexibility in managing classroom access.

Evaluate need, locations, and compatibility with existing access control. Any installation must maintain compliant emergency egress and fire safety provisions.

10. Internal PA System | Priority: High

- Evaluate existing speakers and equipment.
- Improve coverage and sound quality throughout all three buildings.
- Ensure announcements reach classrooms and common areas.
- Evaluate integration with emergency notification systems.

11. New Radio System | Priority: High

- Evaluate campus-wide coverage and determine the number of radios needed.
- Consider channel assignments and emergency communication capabilities.
- Evaluate compatibility with other school communication systems.

12. Stage Wi-Fi | Priority: Medium

Extend reliable wireless internet coverage to the stage for presentations, performances, school events, and instructional activities.

13. Classroom Wiring and Network Infrastructure | Priority: High

Evaluate and update selected classroom wiring, including:

- Wiring for wireless access points (APs).
- Network connections running along interior classroom walls.
- Existing cable routing and installation quality.
- Additional wiring needed for technology and instructional equipment.

Have the network infrastructure evaluated and correct deficiencies before additional equipment is installed. Coordinate this work with the stage Wi-Fi project.

14. Secondary Internet Connection | Priority: Medium / High

Investigate adding a second internet service provider and network to provide backup connectivity.

- Maintain internet access during a primary provider outage.
- Reduce disruption to instructional and administrative operations.
- Improve network reliability.

Obtain pricing for a secondary connection and evaluate automatic failover capabilities so critical school systems can remain operational if the primary connection fails.

IV. Long-Range Campus Development and Additional Space

Increasing usable space should be a major long-term planning objective. Rather than limiting future improvements to existing building footprints, the school should evaluate several possible approaches. These are preliminary concepts for investigation, not approved construction projects.

Option 1: Add Third Floors to Existing Buildings

Investigate whether additional floors could be added to one or more existing buildings.

- Structural capacity of existing buildings and foundations.
- Current building codes and wind-load requirements.
- Stairway and emergency egress requirements.
- Elevator and accessibility considerations.
- Construction cost compared with new construction.
- Potential disruption to school operations.

Potential benefit: Adds square footage while potentially utilizing the existing campus footprint.

Option 2: Construct Two Additional Office / Reception Structures in the Parking Area

Investigate adding two small structures in the existing parking area for reception and visitor check-in, administrative offices, student support and meeting rooms, or staff workspace.

Potential benefit: Relocating administrative functions could free up existing interior space for instructional use.

Considerations: Parking capacity, traffic circulation, fire access, visitor security, and site-plan approval.

Option 3: Construct a New Building in the Existing Garden Area

Evaluate the possibility of constructing a new building in or near the current garden area for additional classrooms, science/STEM, art and project-based learning, student support, intervention, or staff space.

Potential benefit: Adds permanent square footage and may improve the overall campus layout.

Considerations: Site limitations, garden relocation, utilities, drainage, stormwater, zoning, permitting, and construction costs.

Option 4: Temporary Relocation to the Third Building During New Construction

Investigate temporarily relocating Seaside Neighborhood School into the third building for one school year while new school buildings are constructed at the existing Seaside campus.

- Can the third building accommodate the entire middle school population?
- What modifications would be necessary? Would temporary classrooms or other facilities be required?
- What would temporary relocation cost?
- Could construction be completed within one school year?
- What would the long-term campus layout look like after redevelopment?

Potential benefit: Rather than continually renovating and expanding older buildings, the school could potentially develop a more modern campus designed around its long-term needs.

Recommendation: This concept deserves a preliminary feasibility study before being dismissed or pursued further.

V. Recommended Priorities and Implementation Schedule

The following is a proposed starting point for discussion.

Priority	Project	Target
Critical	Exterior wood repairs and painting	Summer 2027
Critical	Replace oldest HVAC unit	Summer 2027
Critical	Fire alarm system evaluation and coordination plan	Summer 2027
High	Exterior door replacement	Summer 2027
High	Culinary lab ventilation/exhaust assessment and solution	Summer 2027
High	Classroom furniture – Art, Ortiz, Davis	Summer 2027
High	Classroom lighting improvements	Summer 2027
High	Security camera upgrades	Summer 2027
High	PA system evaluation and upgrade	Summer 2027
High	Radio system replacement	Summer 2027
High	Classroom wiring improvements	Summer 2027
High	Plan replacement of three additional HVAC units	2027–2028
Medium	Culinary/Drama and third-floor furniture	2027–2028
Medium	Stage Wi-Fi	2027–2028
Medium	Secondary internet connection	2027–2028
Medium	Interior classroom keypad evaluation	2027–2028
Long-term	Additional office/reception structures	Feasibility study
Long-term	New building in garden area	Feasibility study
Long-term	Third-floor additions	Structural feasibility study
Long-term	Temporary relocation and campus redevelopment	Master planning study

Target dates are proposed planning goals and are subject to funding, contractor availability, permitting, and further evaluation.

VI. Recommended Next Steps

To move from a preliminary list to an actionable capital improvement plan, the following steps are recommended:

- **Obtain updated pricing:** Revisit existing quotes, including the Warren Doors proposal, and obtain pricing for the highest-priority projects.
- **Conduct building assessments:** Evaluate exterior wood conditions, roofs, HVAC systems, doors, fire alarm infrastructure, electrical systems, and culinary lab ventilation needs.
- **Develop technology and security plans:** Coordinate camera, access control, PA, radio, Wi-Fi, and internet improvements to avoid duplicating work.
- **Determine available funding:** Establish a realistic Summer 2027 project budget and identify which projects may need to be phased.
- **Evaluate expansion opportunities:** Engage appropriate design and construction professionals to determine which campus expansion concepts are physically and financially feasible.

- **Develop a multi-year capital improvement plan:** Establish a rolling three-to-five-year plan for major building improvements, equipment replacement, and campus growth.

VII. Closing Considerations

The middle school has an opportunity to address immediate maintenance and operational needs while also taking a more comprehensive look at the future of the campus.

Protecting the existing buildings, improving security and communications, updating classrooms, and replacing aging equipment are important investments. The school should also begin evaluating whether continued investment in the current building configuration is the best long-term solution.

Additional classroom and support space could improve instructional flexibility, staff functionality, and the school's ability to accommodate future growth.

Recommendation: The ultimate objective is to develop a safe, functional, well-maintained campus that meets the school's needs today while positioning Seaside Neighborhood School for the next 10–15 years.

This document is intended as an initial discussion and planning document. Project scopes, priorities, costs, and timelines should be revised following input from school leadership and the Board of Directors.

Seacoast Collegiate High School Projects and Facilities Summary

***Please note, our School representation will be meeting with the College on Nov 30th where several things on the list below will be discussed in greater detail.**

1. **Hospitality Program:** Partnering with the College on a Hospitality Program at this campus; cost to retro space for this program.
2. **MOU:** Revising/Updating the MOU.
3. **Legislative Ask:** What is our legislative ask for the 3rd bldg. Will this be a joint-ask/effort with the College?
4. **Athletic Fields:** Is this land still in play according to the College? If yes, then what is our grant search strategy?
5. **Covered Canopy:** for green space/outdoor patio area; or do we wait for the shade piece to be part of the 3rd building?
6. **Campus Aesthetics:** Repainting the original College buildings; new landscaping.