APPROVED

Seaside School, Inc

Minutes

January Governance Committee Meeting

Date and Time
Friday January 12, 2024 at 8:15 AM

Location
Dunlap & Shipman, P.A.
2063 County Highway 395
Santa Rosa Beach, FL 32459

Founded in 1996
Serving Students in Grades 5 - 12

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

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

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. Lewis, D. Tinghitella, L. Blue, R. Kauffman

Committee Members Absent
M. Uhlfelder

Guests Present
K. Tucker, T. Miller (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

R. Kauffman called a meeting of the Governance Committee Committee of Seaside School, Inc to order on Friday Jan 12, 2024 at 8:15 AM.

C. Approve Minutes

L. Blue made a motion to approve the minutes from Monthly Governance Committee Meeting on 11-13-23.
D. Tinghitella seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Governance

A. Application and Admittance Policy

L. Blue made a motion to recommend approval of amendments to The Seaside School, Inc. Application and Admittance Policy to the Board of Directors.
D. Tinghitella seconded the motion.
The Committee discussed the proposal and approved two edits to the proposal in the meeting packet.
The committee **VOTED** unanimously to approve the motion.

B.

Review Board Member Effectiveness / Accountability System

D. Tinghitella made a motion to approve the director self-evaluation as proposed.
A. Winicki seconded the motion.
The Committee discussed the self-evaluation and who will confidentially collate the results, which is tentatively Tom Miller but may be delegated to others. The President will request that directors complete the self-evaluation as a mid-year assessment, with results to be collated and reviewed at a subsequent Board of Directors meeting.
The committee **VOTED** unanimously to approve the motion.

C. Policy and Handbook Update/Revision re: Self-Reporting

R. Kauffman made a motion to recommend approval of the addition to the Employee Handbook as proposed by Tom Miller, for consistency with F.A.C. 6A-10.081 Self-Reporting.
D. Tinghitella seconded the motion.
Tom Miller explained recent circumstances and the proposed amendment for consistency with F.A.C.
The committee **VOTED** unanimously to approve the motion.

D. Public Records Request/Public Comment Review

L. Blue made a motion to approve proposed edits to the School's Public Records Request and Public Comment procedures, to be sent to outside counsel for further review.
D. Tinghitella seconded the motion.
Robert Kauffman presented the proposed edits, with the intent being to send for review by outside counsel, then further review by the Governance Committee for recommendation to the Board
The committee **VOTED** unanimously to approve the motion.

E. Nominations for 2024 - 2025 Executive Committee

Kav Tucker discussed possible changes to officer and executive committee terms, from one to two years, beginning in 2024. Candidates for these positions for 2024-2025 year were discussed. The Bylaws will be reviewed by Governance for any changes necessary to accommodate two-year terms.

F. Addition to the Employee Handbook

Item was addressed with agenda item II.C.

III. Other Business

A. Update - Use of Outside Counsel

Tom Miller discussed outside counsel options and will lead further investigation/interviews, with Kav Tucker and Robert Kauffman to be involved in interviews of any final candidate(s).

B. Update From Executive Director

Brief update by Tom Miller including new employee notice.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:10 AM.

Respectfully Submitted,
R. Kauffman

Documents used during the meeting

- 2024.01.09 Application and Admittance Policy (redline revision).docx
- 2023.11.09 Director Self-Evaluation (1st draft).docx
- Public Records Request and Comment Procedures (from website as of 1.06.24).docx
- Required Notice.pdf