

THE SEASIDE SCHOOL, INC. APPLICATION AND ADMITTANCE POLICY

PLEASE READ THE POLICY BELOW BEFORE BEGINNING THE APPLICATION PROCESS. FOR PURPOSE OF THIS POLICY, "SEASIDE SCHOOLS" SHALL MEAN BOTH SEASIDE MIDDLE SCHOOL AND SEACOAST COLLEGIATE HIGH SCHOOL.

1. General Admission Guidelines

Application for admission is open to any student entering grades five (5) through twelve (12) in accordance with this Application and Admittance Policy. Applicants must be eligible for admittance to the grade for which they apply pursuant to the then current policy of the Walton County School District. Students who reside in Walton County, Florida are granted an admission preference over non-Walton County residents. Students residing outside Walton County will be admitted only after vacancies have been filled by Walton County resident applicants unless otherwise set forth herein. Proof of Walton County residency must be submitted with a student's application as set forth in paragraph 4.

Seaside Schools comply with the Florida Educational Equity Act (Section 1000.05, Florida Statutes) which, among other things, requires that students be considered for admission without regard to race, ethnicity, national origin, gender, disability, or marital status. Students with disabilities and students served in English for Speakers of Other Languages programs shall have an equal opportunity of being selected for enrollment (Section 1002.33(10)(f), Florida Statutes).

Seaside Schools also comply with Florida's controlled open enrollment policy as set forth in Section 1002.31, Florida Statutes, which requires a charter school allow a parent from any school district in the state whose child is not subject to a current expulsion or suspension to enroll his or her child in and transport his or her child to such charter school provided the school has not reached capacity, subject to the admission preferences set forth in Section

1002.33(10)(d), Florida Statutes, and the Seaside Schools' Charter. As required by the statute, The Seaside School, Inc. Board of Directors will determine the student capacity and state the capacity on the school website.

2. Special Admission Criteria for 11th and 12th Grades

Seacoast Collegiate High School has an articulation agreement with Northwest Florida State College ("NWFSC"). As such, Applicants entering grades eleven (11) and twelve (12) must meet the applicable NWFSC entrance requirements which are subject to change without notice by NWFSC. The following items must be submitted to establish compliance before June 1 for enrollment in the fall semester.

- Official transcript from currently enrolled high school for the fall semester and courses currently enrolled for the spring semester. Applicant must have a minimum unweighted high school GPA of 3.00 for all credits earned by the close of the fall semester of the year prior to enrollment. The unweighted GPA of 3.00 must be maintained through the spring semester for enrollment purposes.
- ACT, SAT, or PERT test scores taken within the previous two years. Applicants must make qualifying test scores in reading, writing, and math as required by NWFSC.

Applicants may pre-qualify admission by submitting all admissions criteria, including qualifying ACT, SAT, or PERT scores, 7 days prior to the expiration of the lottery application deadline; however, the unweighted GPA of 3.00 must be maintained through the spring semester for enrollment purposes.

3. Application and Lottery Process

Applications for admission are accepted each year from February 1 through 5:00PM (Central Time) on March 31 for enrollment in the following school year through the lottery process. Only those applicants who submit complete applications by the March 31 deadline will be placed in the enrollment lottery. Applications may be submitted after March 31 and through

January 31 of each year for those wishing to join the waiting list. Applicants submitting applications after March 31 will be placed on the waiting list in the order of their submission by grade level. Parents or legal guardians of a child who desire to attend Seaside Schools must complete an application and provide all required documentation through the online Smart Choice Student Application & Lottery Management System (“Smart Choice”) available on the Seaside Schools website. If the parent or legal guardian does not have access to a computer or scanner, they may complete the application at either the Seaside Middle School or Seacoast Collegiate High School campus by scheduling an appointment. Appointments may be scheduled by sending an email to lotteryinfo@seasideschool.net. No student will be considered for admission through the lottery process unless his or her application and all required documentation is completed and submitted prior to the end of the lottery application period.

4. Admission Preferences

Pursuant to Section 1002.33(10)(d), Florida Statutes, and the Seaside Schools’ Charter, Seaside Schools gives preference in admission for certain categories of applicants. Each preference category, along with the qualifying criteria, is described below in order of priority. If there are more applicants with preferences than available openings, applicants with preferences will be randomly chosen in the preference order presented below. In order for the administration to know how many students with a preference are expecting to attend Seaside Schools, those students that qualify for a preference must complete and submit an application along with all required documentation by the end of the application period to be considered for admission.

A. Children of Seaside Schools Board Members: Legal children and wards of board members of The Seaside School, Inc. who successfully completed a three-year term or are currently serving, have preference with respect to admissions, regardless of whether the child resides in Walton County or resides with the current or former board member. Step-children of current or past board members are also entitled to this preference if the step-child resides with the current or past board member. A step-child is defined as the legal child or ward of the current or past board member’s

legal spouse. Other relatives are not eligible for this preference. If a new board member is elected after the application lottery has taken place and the child of the new board member has submitted an application, such child will have priority over other applicants on the waiting list. If a board member resigns or is asked to leave The Seaside School, Inc., Board of Directors before his or her three-year term has been completed, it is at the Board of Directors' discretion as to whether or not their enrolled child or children will be asked to withdraw from Seaside Schools.

B. Children of Seaside Schools Employees: An Eligible Employee is defined as: (1) an employee who is currently salaried; or (2) an employee currently working hourly at least 20 hours per week, and is paid directly by The Seaside School, Inc., and reports directly to the school's administration. Legal children and wards of current Eligible Employees of Seaside Schools have preference with respect to admissions, regardless of whether the child resides in Walton County or resides with the Eligible Employee. Step-children of Eligible Employees are also entitled to this preference if the step-child resides with the Eligible Employee. A step-child is defined as the legal child or ward of the Eligible Employee's legal spouse. Other relatives are not eligible for this preference. If an Eligible Employee is hired after the application lottery and the child of the Eligible Employee has submitted an application, such child will have priority over other applicants on the waiting list except for the children, wards, and step-children of current or past board members. If an Eligible Employee resigns or is terminated, it is at the Board of Directors' discretion as to whether or not his or her enrolled child or children will be asked to withdraw from Seaside Schools.

Individuals, such as coaches, independent contractors, employees working less than 20 hours per week, or those paid only a stipend are not eligible for this preference.

C. Siblings of Currently Enrolled Students: Siblings of students enrolled in Seaside Schools at the time of the sibling's application and the application lottery have preference with respect to admissions. In order to qualify for this preference, the sibling must either: (a) be related to the enrolled sibling by sharing a common legal parent or legal guardian; or (b) reside at the same residence as the enrolled sibling

and have a legal parent or legal guardian who is married to the legal parent or legal guardian of the enrolled sibling. If there are two or more siblings that are all applying to the earliest grade offered by Seaside Schools, they will be entered in the application lottery separately, and if one is selected for admittance, the other(s) will be moved up to next on the list for selection.

D. Walton County Residents: Walton County residents have preference with respect to admissions over non-Walton County residents. Proof of Walton County residency must be submitted with a student's application and consist of the following:

- i. FOR STUDENTS CURRENTLY ENROLLED IN A WALTON COUNTY PUBLIC SCHOOL
 - a. A current school report card; and
 - b. and one (1) item from paragraph vi below.
- ii. FOR STUDENTS CURRENTLY ENROLLED IN A NON-WALTON COUNTY PUBLIC SCHOOL
 - a. A current school report card;
 - b. A current school emergency card; and
 - c. One (1) other item from paragraph vi below.
- iii. FOR STUDENTS CURRENTLY HOMESCHOOLED
 - a. Executed Walton County Notification of Intent to Establish a Home Education Program; and
 - b. One (1) other item from paragraph vi below.
- iv. FOR STUDENTS CURRENTLY ENROLLED IN A PRIVATE SCHOOL OR BOARDING SCHOOL
 - a. A current school report card;
 - b. Florida homestead exemption certification, a pending application for Florida homestead exemption, a Florida declaration of domicile recorded with the Walton County Clerk of Court, current

- school enrollment papers showing current address, or executed lease agreement showing residence in Walton County; and
- c. One (1) other item from paragraph vi below.
- v. FOR STUDENTS CURRENTLY ENROLLED IN A VIRTUAL SCHOOL
- a. Enrollment papers from virtual school showing current address; and
 - b. One (1) other item from paragraph vi below.
- vi. FOR ALL STUDENTS – One (1) of the following items from the child’s parent or legal guardian all of which must contain the same Walton County residential address to supplement the criteria set forth in paragraphs i through v above:
- a. Florida driver’s license;
 - b. Florida voter registration card;
 - c. Florida issued identification card;
 - d. Florida homestead exemption certification;
 - e. Florida declaration of domicile recorded with the Walton County Clerk of Court;
 - f. Executed lease agreement
 - g. Written orders from any branch of the United States Armed Forces showing residency in Walton County, established no later than July 31st of the upcoming academic year, or
 - h. Any other proof accepted in the discretion of the Governance Committee of The Seaside School, Inc. Board of Directors (“Governance Committee”).

5. Application Lottery Process & Acceptance of Admission

If there are more applications than openings for the upcoming school year after the lottery application deadline passes, an application lottery will be conducted during the first full week of

May, unless otherwise scheduled by the Board of Directors, to randomly select applicants for admission. Prior to the lottery, parents and legal guardians will have the opportunity to verify the status of their child's application through an online personal account with a secure username and password via Smart Choice. The lottery will be conducted through Smart Choice in the presence of and verified by a representative of the Walton County School District, a Seaside School. Inc., School Board Member, and a principal of Seaside Schools. Applicants will be selected in the following preference order as set forth elsewhere in this policy:

- A. Children of Seaside Schools Board Members
- B. Children of Current Eligible Employees of Seaside Schools
- C. Siblings of Currently Enrolled Students at Seaside Schools
- D. Walton County Residents
- E. Non-Walton County Residents

After all available openings have been filled, applicants will continue to be randomly selected and placed in numerical order by grade level to create the waiting list for each grade.

The parents and legal guardians of applicants selected for enrollment will be notified via Smart Choice within 24 hours of the lottery. **Parents and guardians of selected applicants must accept or decline enrollment by 5:00PM (Central Time) on the third day following the lottery via Smart Choice.** Failure to accept enrollment by the deadline will be treated as a decline and the spot will be offered to an applicant on the waiting list.

6. Waiting Lists

The waiting list created through the application lottery is for the upcoming school year. If an opening occurs and needs to be filled at the discretion of the school principal, the parent or legal guardian of the applicant next on the waiting list will be contacted. The parent or legal guardian must accept or decline admission within 48 hours. Failure to do so will be treated as a decline. If the applicant declines, he or she will be removed from the waiting list. The waiting list will stay in effect until the lottery application period ends the following year and at that

point will become null and void. **All applicants on the waiting list that were not admitted, must reapply for the next school year through the standard application process.**

Please note when a student withdraws from Seaside Schools, an applicant on the waiting list in the same grade may not always be admitted. There are times when an applicant on the waiting list in a different grade will be admitted to replace the student leaving the school. This will depend on the current numbers for each grade at the time and is at the discretion of the school principal. Applicants that wish to be admitted but did not submit an application during the lottery application period will be added to the bottom of the waiting list on a first come, first serve basis.

7. DISPUTES

If any dispute arises regarding the application process, application lottery, or interpretation of this Application and Admittance Policy, such disputes shall be resolved by majority vote of the Governance Committee, subject to appeal to the Board of Directors.

Approved on January 18, 2018, by The Seaside School, Inc. Board of Directors.