

Regular Meeting of the Sejong Academy School Board – JOURNAL OF MINUTES
Tuesday, June 16, 2020 @ 5:05 p.m.
Virtual: meet.google.com/wyt-szmp-pgb

I. CALL TO ORDER

5:07 PM

Meeting called to order at 5:05 PM

Board Members Attendance (“X” = present): Grace Lee Jordan Carlson Jina Kim
 Amy Britton Erik Funk Brad Tipka (Ex-officio)

Public in Attendance: Scott Brown (TAG) Joseph Sovine (TAG) Bryan Pikal (TAG)
 Rod Haenke (NEO) Eric Molho (NEO) Jean Neuman (NEO)
 Linnea Swanson (parent) Erica Lim (parent) Heather Huack (parent)

II. SCHOOL’S MISSION

5:08 PM

Sejong Academy is committed to providing an academically rigorous education to Twin Cities students through immersion experience in Korean language and culture by using research-based curricula, high standards for accountability and promoting an appreciation for diversity and international cultures. School mission read by Grace Lee

III. PUBLIC COMMENT

none

7 minutes > 5:15 pm

Note: public comment will be limited to this section of the agenda.

IV. APPROVALS & DISCLOSURES

A. 06/16/2020 Agenda (01)

3 minutes

- Motion to approve 06/16/2020 agenda made by Jordan Carlson, seconded by Jina Kim. Roll call vote: Grace Lee yes, Jordan Carlson yes, Jina Kim yes, Amy Britton yes, Erik Funk yes. Motion passes unanimously.

B. Disclosure of any Conflicts of Interest: none

C. 05/26/2020 Minutes (02)

4 minutes

- Motion to approve 05/26/2020 minutes made by Amy Britton, seconded by Erik Funk. Roll call vote: Grace Lee yes, Jordan Carlson yes, Jina Kim yes, Amy Britton yes, Erik Funk yes. Motion passes unanimously.

V. DIRECTOR’S REPORT (03) (Brad Tipka)

5:22- 5:45 PM

- COVID-19
- Race Equity
- Grants
- Staffing
- Graduations
- Summer School
- Community Outreach

VI. STUDENT COUNCIL REPORT

6th grade won Spirit Week award

VII. FINANCE, FACILITY & Personnel

5:45- 6:10 PM

Meets before Board meetings @ 4:30 pm.

A. **May Financials (04)**

B. Race Equity Coordinator - part-time OR staff coordinator

- Motion to approve hiring a Race Equity Coordinator, either from internal staff or part-time external candidate, for the 2020-2021 school year made by Grace Lee, seconded by Amy Britton. Roll call vote: Grace Lee yes, Jordan Carlson yes, Jina Kim yes, Amy Britton yes, Erik Funk yes. Motion passes unanimously.

C. **2020-2021 budget (05)**

- Motion to approve 2020-2021 budget made by Erik Funk, seconded by Amy Britton. Roll call vote: Grace Lee yes, Jordan Carlson yes, Jina Kim yes, Amy Britton yes, Erik Funk yes. Motion passes unanimously.

D. Facility update

- Exploring lease to own site near school

VIII. GOVERNANCE/POLICIES (Grace Lee, Committee Chair)

6:10- 6:13 PM

- A. school climate survey - due to distance learning, our authorizer excused us from this requirement this year. ms/hs did student surveys around distance learning. we also contacted a variety of parents for a distance learning survey in May.. we've also heard feedback through our cultural liaisons, teachers and PTO. so, we feel we have a decent grasp of how our community feels we've handled these unprecedented times.

- B. Annual meeting will be in August, when we do our World's Best Workforce Summary

IX. Board Training (see 2020-04 folder for schedule)

6:13-6:35 pm

General link: <https://www.mncharterboard.com/learn/catalog/view/1>

A. **Adopt Required Reports: Annual Report**

<https://www.mncharterboard.com/learn/course/45/adopt-required-reports-3-annual-report>

X. PERSONNEL

XI. CURRICULUM/Teaching & Learning (Jordan Carlson, Chair)

6:35-6:42 PM

- A. MN State High School League - Grace Lee spoke with them today. We will wait until after MDE's July 27 announcement to apply - as that may determine whether or not there will be a fall soccer season.

- B. Emailed Jim Bear Jacobs to see if he can do a talk with staff about Thanksgiving from a Native perspective this fall. Have not heard back.

XII. Meeting Reflection:

6:42-6:45PM

What went well? Training was good. Facilities and budget conversations were informative

What can we improve? More parent, student, and teacher attendance.

XIII. ADJOURN. Meeting adjourned at 6:41 pm

Month	business	board training
OCT	Audit presentation >> November	- Finance training >> Jan

	establish open enrollment period & lottery date for 2020-2021 school year (by Nov 1)	
NOV	set class sizes for 2020-2021	Governance. MN Statute 124E
DEC	Establish available enrollment by grade (publish by Feb 1). Approve calendar for next academic year	Governance. Statute, By-laws
JAN		Personnel/Employment
FEB	ED evaluation	Personnel/Employment
MAR	approve Executive Director Evaluation recommendation	Feb mtg - approve salary guide ED recommendations, incl. salary
APR	approve staff contracts for following year	
MAY	School climate survey Approve budget - by June 30	
JUN	Annual meeting (send notice 14->30 days prior). 60 days prior, solicit board nominees (Mar/Apr). Post nominees 15 days prior to annual meeting	