

Regular Meeting of the Sejong Academy School Board – JOURNAL OF MINUTES
 Monday, December 17, 2020 @ 5:05 p.m.
 Meeting Link. <https://meet.google.com/zdk-hqth-njn> (same link for all board meetings)

I. CALL TO ORDER

5:05 PM

Meeting called to order at 5:05 PM

Board Members Attendance:

Amy Britton	Jorden Carlson	Erik Funk	Jina Kim	Grace Lee	Brad Tipka (ex-officio)
X	X	X		X	X

Public in Attendance:

TAG: Scott Brown, Bryan Pikal

NEO:

Parents: Erica Lim, Hubert Lim (joined at 6:30)

Teachers/Staff: Sean Pajak

Meeting protocol and etiquette (see website)

II. CENTERING & SCHOOL MISSION

5:10-5:12 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 Erik Funk.

III. APPROVALS & DISCLOSURES

A. 12/17/2020 **Agenda (01)**

3 minutes >> 5:15

- Motion to approve 12/17/2020 agenda made by Jorden Carlson, seconded by Amy Britton. Motion passes unanimously.

Amy Britton	Jorden Carlson	Erik Funk	Jina Kim	Grace Lee
Y	Y	Y	N/A	Y

B. Disclosure of any Conflicts of Interest: none

1 minutes

C. PUBLIC COMMENT: none

5 minutes > 5:15 pm

D. 11/16/2020 **Minutes (02)**

3 minutes > 5:18 pm

- Motion to approve 11/16/2020 minutes made by Erik Funk, seconded by Amy Britton. Motion passes unanimously.

Amy Britton	Jorden Carlson	Erik Funk	Jina Kim	Grace Lee
Y	Y	Y	N/A	Y

IV. DIRECTOR'S REPORT (03) Brad Tipka (10 min)

5:18- 5:24 PM

A. Academics

- a. Report cards sent last Friday
- b. Q-Comp Program - 1st round of formal observations nearly complete
- c. Started sending letters to parents who are not responding to calls, emails, texts, or any communication
- d. Submitted the World's Best Workforce report on the 15th. Most of the data was unreportable since NWEA and MCAs were cancelled in the spring
- e. Upcoming/recent professional development: Korean culture in the workplace, online learning

B. Facility/Finance/Logistics

- a. 275 students currently enrolled. Families struggling with online learning.
- b. Office staff has been busy with deliveries and calling families
- c. Staff resignations: 2nd grade teacher, Social Studies teacher, IB Coordinator, Reading Corps volunteer
- d. Working on closing out CSP Implementation I grant
- e. STEM Grant reimbursed for IB trainings and fees
- f. First meeting of the Sejong ABC occurred a few weeks ago
- g. ICT continues to meet weekly - case rates, models, PPE, etc.

C. Community Outreach

- a. PTO is sponsoring a pizza social tomorrow
- b. School Spirit Week after the break
- c. DEAR Day, January 8th

V. STUDENT COUNCIL REPORT

5:24- 5:25 PM

Spirit Week Jan. 4-8. Mon-pajama, tue-career, wed-culture, thu-sports, fri-class color. PTO helping with prize for class with most participation

VI. FINANCE, FACILITY (Erik Funk, Chair) (10 min)

5:25- 5:42 PM

A. **November Financials (04)**

Motion to approve the November financials made by Jordan Carlson, seconded by Erik Funk. Motion passes unanimously.

Amy Britton	Jorden Carlson	Erik Funk	Jina Kim	Grace Lee
Y	Y	Y	N/A	Y

B. Facility update: new lease begins July 1. However, we'll move stuff in starting June.

- o Everything is still on schedule to be ready for the fall

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

5:42 -5:50 PM

A. Board Membership.

- a. Note, at the end of last year, the beginning of this year and about a week ago, teachers were emailed to see if any were interested in serving on the board. Grace Lee also called a handful of teachers looking for potential candidates.
- b. Potential new board member: Sean Pajak, IT Coordinator and teaches grade 5 science 2 days/week
- c. Statute: <https://www.revisor.mn.gov/statutes/cite/124E.07>
 - i. (1) at least one licensed teacher who is employed as a teacher at the school or provides instruction under contract between the charter school and a cooperative;

- d. Interview
 - Motion to accept the resignation of Jina Kim from the school board of Sejong Academy made by Amy Britton, seconded by Erik Funk. Motion passes unanimously.

Amy Britton	Jorden Carlson	Erik Funk	Jina Kim	Grace Lee
Y	Y	Y	N/A	Y

- Motion to appoint Sean Pajak to the school board of Sejong Academy to fulfill the term being vacated by Jina Kim through 6/30/2022 made by Erik Funk, seconded by Grace Lee. Motion passes unanimously.

Amy Britton	Jorden Carlson	Erik Funk	Grace Lee
Y	Y	Y	Y

VIII. PERSONNEL (Amy Britton, Committee Chair)

5:50 - 5:57 PM

A. Personnel changes:

- a. Grade 2 teacher: Jina Kim > Hyun Jin Park
* recognition of Ms. Jina Kim’s faithful service to the school board since 7/2018
- b. MS/HS Social Studies; Doug Schwartz > Michael Hess
- c. IB Coordinator: Heather Hauck > Lisa Maren Thompson

- Motion to confirm the hiring of the above three people for the remainder of the school year made by Amy Britton, seconded by Grace Lee. Motion passes unanimously.

Amy Britton	Jorden Carlson	Erik Funk	Sean Pajak	Grace Lee
Y	Y	Y	Y	Y

IX. CURRICULUM/Teaching & Learning (Jina Kim, Committee Chair)

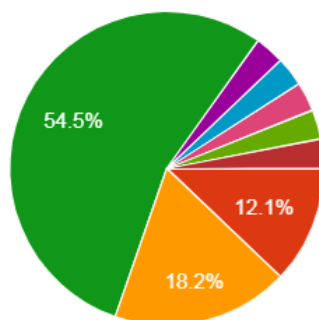
5:57-7:13

A. Grade 9/10 survey results.

Grace Lee spoke to grades 9 and 10 during AVID. Went over high school graduation requirements, how to calculate GPA, sample 4-year plan, etc.
Survey results (70% response rate). See pie chart and Appendix A

After high school, I want to:

33 responses



- do nothing
- get a job
- go to technical school - for example, go to school to learn to be a plumber, hair...
- go to college
- I would like to take a year or 2 before...
- Both bottom two options
- A gap year
- take time off but eventually go to college
- Military

- B. LifeSkills Training project (awarded grant for project):
School Counselor, Maki Love, completed the training and started the LifeSkills classes with grade 6. She teaches the class every Monday. First lesson was on self-image. Classes will continue through May until the curriculum is complete.
- C. ICT update
 - a. Governor's Updates 12/16 - Plan prioritizes opening Elementary Schools
 - i. K-5 schools can open Jan. 18 without consulting county concerning case numbers
 - ii. Must offer on site COVID saliva tests every two weeks to any staff who interact with students
 - iii. Grade level phased opening plan - PreK-2, 3-5
 - iv. Ultimately still up to the districts on when to open
 - b. Recent staff survey results
 - c. Board will hold a special meetings on January 7 and 21 to make a decision for possible start date of Monday, February 1

X. Meeting Reflection:

What went well? Survey results from HS students, we discussed a difficult topic
What can we improve?

XIV. ADJOURN. Meeting adjourned at **7:14pm**

Month	business	board training
SEP		Board Role and Responsibilities By-laws: Officers, Committees
OCT	Audit presentation	Financial Management
	establish open enrollment period & lottery date for 2020-2021 school year (by Nov 1)	
NOV	set class sizes for 2020-2021	Financial Management
DEC	Establish available enrollment by grade (publish	Employment Policies and

	by Feb 1). Approve calendar for next academic year	Practices
JAN		Employment Policies and Practices
FEB	ED evaluation; approve salary guide	
MAR	approve Executive Director Evaluation recommendation	
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 >> will be in MAY for 2021	

APPENDIX A

How can Sejong Academy better prepare you for life after high school?

1. face to face
2. More honours assignments.
3. Give us more elective options
4. My whole life I've been surrounded with people that look like me so now I have an opportunity to make friends that have a different race and religion than me.
5. Offer more leadership club
6. Teach more about saving and career classes that are in different countries. (for now I think I want to become an actress in Korea)
7. Teach me stuff that's required for university
8. Sejong Academy can help me by sign me up and help me find what I was looking for.
9. Find a job for me to work
10. I want to attend some kind of program to help me learn more about what kind of job I want or get to know more about the job I want to have.
11. I would like to have college classes in Sejong.
12. It helps me how can I improve my grades and get ready for to go to college.
13. Help me get prepared for finance.
14. Sejong Academy can better prepare me by providing personal finance class and performing arts classes.
15. Sejong Academy will tell me what a good choice for me for my future.
16. Knowing how to personally manage our money so when we are out of of our parent cases, we won't have any problems with money.

17. I feel like one thing you guys could do is help us take those career quizzes cause a lot of us don't know what career want want to take up/is better suit for and if we took those career quizzes by ourselves they usually make us pay to see results. And if we took those career quizzes it could help us narrow down our options.
18. The classes can teach subjects that are needed in the "real world" like financial classes, cooking classes etc..
19. By keeping me on track and maintain good grades.
20. Good grade in every classes are all I need.
21. can give us options on how to choose what we are going to do after high school, like a easy job to work at.
22. offer college classes
23. preparing for the college. similar studies and how to get in.
24. I don't know because I'm still thinking about what to do or what major to take in college.
25. Teach us about the variety of things about the choices above.
26. Sejong should have a class where it helps prepare us or tell us what to expect from college and how college work. Also I think Sejong should have different classes that teach different stuff that can help us decide what career we want or learn more about our career. Like a class that help student find out what they want to be or find out their interest. Another thing Sejong can help with is teach us how to buy our own apartment or house.
27. Sejong can help me by getting me prepare for the test thing.
28. Sejong can tell me more about my job and do a hands on activity
29. i want to learn more in school so i can understand more about life outside of high school.