

Special Meeting of the Sejong Academy School Board – JOURNAL OF MINUTES

Monday, January 21, 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	Sean Pajak	Grace Lee	Brad Tipka (ex-officio)
X	X	X	X	X	X

Public in Attendance:

- TAG:
- NEO:
- Parents: Shannon Larson, Erica Lim, Heather Hauck, Jennifer Pak, Mick White, David Rasmussen
- Teachers/Staff: Ga Yun Lee, Hoonseok Oh, Jaewho Ko, Kelsey Crowder

**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 Amy Britton

**III. APPROVALS & DISCLOSURES**

- A. 1/21/2021 **Agenda (01)** 3 minutes  
 ➤ Motion to approve 1/21/2021 agenda made by Erik Funk, seconded by Jorden Carlson. Motion passes unanimously.

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

- B. Disclosure of any Conflicts of Interest none 1 minutes

- C. **PUBLIC COMMENT** none 6 minutes

- D. 1/7/2021 **Minutes (02)** > 5:25 pm  
 ➤ Motion to approve 1/7/2021 minutes made by Sean Pajak, seconded by Amy Britton. Motion passes unanimously.

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

**IV. New Board Member applicant**

> 5:30 PM

Mr. Hoonseok Oh, ms/hs science teacher, is interested in filling one of the vacant board positions.

Board Discussion

- Motion to approve adding Mr. Hoonseok Oh to fill a vacant board position (teacher member) term ending 6/30/2024 made by Jorden Carlson, seconded by Erik Funk. Motion passes unanimously.

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

**V. In-Person Model**

> 5:50 PM

Presentation (03) by Brad Tipka (ICT)

Public Comment

6 minutes

- A. Jennifer Pak suggested to extend public comment during kindergarten time
- B. Ga Yun Lee believes it is safer to wait to return to school after teachers have been vaccinated and is concerned about the new variant of the virus
- C. Sean Pajak commented that Anoka Hennepin has been in-person since Tuesday
- D. Jorden Carlson cautions comparing our school to larger districts
- E. Jennifer Pak supports Jorden Carlson and Ga Yun Lee's comments and worries about finding substitutes if teachers are sick
- F. Brad Tipka notes that there is no real guidance when more vaccines are coming out.

Board Discussion

- A. The 3 teachers have been selected for vaccines based on in-person teaching and preexisting conditions. Dr. Tipka believes they all got appointments
- B. COVID cases in two or more classes may lead to full school closure
- C. Students will bring devices home every Thursday and back to school on Monday
- D. There has been no discussion of secondary guidance on weekly charter school calls
- E. Finance/Facility committee to discuss the possibility of compensating preK-5 teachers/staff for coming in-person with hopes of a recommendation at the 1/28 board meeting

➤ Motion to approve the In-Person model as presented by the ICT made by Sean Pajak, seconded by Erik Funk. Motion passes.

Amy Britton	Jorden Carlson	Erik Funk	Sean Pajak	Hoonseok Oh	Grace Lee
Yes	Yes	Yes	Yes	No	Yes

Hoonseok suggests starting with a pre-hybrid model for at-risk students and is worried of a chaotic event caused by a positive case in the building. It was easier to stay socially distanced in the pre-hybrid model with many successes and there were no positive cases.

**VI. Paid Leave Under the Families First Coronavirus Response Act (FFCRA)**

> 6:05 PM

FFCRA Leave Requirements expired December 31, 2020

<https://www.dol.gov/agencies/whd/ffcra>

- A. Employer pays 14 sick days for positive COVID test, COVID symptoms, getting tested, no child care, caring for someone who is
- B. Sean proposes we table this item until speaking to a lawyer

Public Comment

6 minutes

- A. Kelsey Crowder hopes the board will pass this because teachers are being asked to come back to the building
- B. Heather Hauck agrees and believes this will help to retain teachers and ensure teachers feel protected
- C. Jennifer Pak believes it would be a show of good faith to continue the current policy

Board Discussion

- Motion to extend FFCRA interpreting as we did in the fall until the end of the school year or another federal mandate made by Jordan Carlson, seconded by Grace Lee. Motion passes.

Amy Britton	Jorden Carlson	Erik Funk	Sean Pajak	Hoonseok Oh	Grace Lee
Yes	Yes	Yes	No	Yes	Yes

### VII. Approve Staff Appointments

> 6:12 PM

#### Board Discussion

- Motion to approve the following:
  - Eh Smwee - Educational Assistant (start 1/25)
  - Tae Young Song - Educational Assistant (start 1/22)
  - Keuntak Jang - promoted from grade 3 EA to grade 2B Co-teacher (start 1/25), accept resignation of Minyeob Noh (end of day 1/28)
  - SeoHyun Yoon promoted from SPED EA to SPED Teacher
  - Accept resignation of Soyoung Lee, KB teacher (end of day 1/28)
- Motion made by Sean Pajak, seconded by Erik Funk. Motion passes unanimously.

Amy Britton	Jorden Carlson	Erik Funk	Sean Pajak	Hoonseok Oh	Grace Lee
Yes	Yes	Yes	Yes	Yes	Yes

### VIII. Kindergarten class maximum

> 6:35 PM

#### Public Comment

5 minutes

- Heather Hauck is wondering if the number of students in-person and distance will be shifting if families change learning models.
- Jennifer Pak wonders what would happen if Mrs. Lee gets sick. There is space but wonders if it is realistic to ask kindergarteners to socially distance with 25 students in the room. How is Mrs. Lee expected to manage 15 students in-person and 10 students online? Will the students have the opportunity to speak to their teacher? The teacher's workload is now doubled. Concerned about the teacher being able to meaningfully interact with students in distance learning.
- Ga Yun Lee agrees with Mrs. Pak. Mrs. Lee will have double the amount of students which is very difficult with younger students. The two classes have been with different teachers so far this year who have different classroom management strategies.
- Shannon Larson understands concern about one teacher for 25 students and notes her kids have been in a class with 25-27 students and an EA.

#### Board Discussion

- Families have the opportunity to switch models each month so the number of kindergarteners in-person could change each month
  - Finance/Facility committee to discuss a stipend for the kindergarten teacher
  - Will monitor students shifting between models to accurately distribute staff and resources
- Motion to approve temporary increase of the Kindergarten class max from 20 to 25 with addition of full-time Kindergarten EA until the end of the school year or until a second teacher is hired, made by Grace Lee, seconded by Amy Britton. Motion passes unanimously.

Amy Britton	Jorden Carlson	Erik Funk	Sean Pajak	Hoonseok Oh	Grace Lee
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Yes	Yes	Yes	Yes	Yes	Yes
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**IX. Meeting Reflection:**

- **Public Comment**
- What went well? Great to have teachers and parents participating
- What can we improve?

**X. ADJOURN.** Meeting adjourned at **6:58pm**

> 6:40 PM

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 by Feb 1). Approve calendar for next academic year	Employment Policies and 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 <b>MAY for 2021</b>	