

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

Thursday, March 21, 2024 @ 5:00 p.m.

<https://meet.google.com/eke-xpiy-adc>

Or dial: 570-718-8361, PIN: 694 443 490#.

Physical meeting location - school address, room 026. Host: Mr. Oh.

Note: all board meeting agenda items will be viewable/projected at the board meeting.

I. CALL TO ORDER & ATTENDANCE

5:00 PM

A. Meeting called to order at 5:00 PM

B. Board Members Attendance

Thomas Caron Community Member	Erik Funk Community Member	Pawku Hser Community Member	Grace Lee Community Member	Hoonseok Oh Teacher	Daniel Park Parent	Donna Phillips Parent	Brad Tipka ex-officio
~5:15 arrival	yes	yes	yes	yes	yes	yes	yes

Public in Attendance: EdFinMN: Scott Brown

NEO: Ted Anderson

Parents: Monica Rasmussen

Teachers/Staff/Students: Jaewho Ko, Heasook Shin, Hye Yun Lee, Kate Brogan, Haekyong Kim, Ester Htoo, Eunyoung Emily Choi, Lauren Frommelt, Lisa thompson, Maggie Walsh, Yejin Hong, sajin kwak, Karen hong, evie hong, william way, thomas white, ye eun kim, han joon kim, Paw Eh Moo, Ophelia Love, Kyi Lan, Kpaw Ku Shee (student), Hsa Moo Say (Student), su par paw, nan pen thu, Moo Eh Paw, Paw Kue, Dan In Beck

Meeting protocol/Public Comment and etiquette (also on <https://www.sejongacademy.org/gov-board-meetings>)

II. CENTERING & SCHOOL MISSION

> 5:03 PM

A. *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

Thank you to everyone in our Sejong community who enables us to achieve our mission!

III. APPROVALS & DISCLOSURES

> 5:15

A. **03/21/2024 Agenda (01)**

2 minutes

Motion to approve 03/21/2024 agenda made by Pawku Hser, seconded by Daniel Park. Motion passes unanimously

Thomas Caron Community	Erik Funk Community	Pawku Hser Community	Grace Lee Community	Hoonseok Oh Teacher	Daniel Park Parent	Donna Phillips Parent
absent	Yes	Yes	yes	yes	yes	yes

Disclosure of any conflicts of interests

C. PUBLIC COMMENT

8 minutes

Jaewho Ko - been working here for 6 years, sped teacher, been attending board meetings. 2 questions: what did board do to get stakeholders involved, especially teachers; what will board do to heal community, repair harm. Staff mental health has deteriorated; green card candidates; consider what teachers are going through; distrust in school culture. Fears retaliation for speaking out, but cares about community. Erik Funk, not sure how to respond. Mr. Oh will respond after we approve last month's minutes. Donna - truly sorry they feel that way, understand what teachers are going through. Decisions were tough on the board also. Doing our best to

hear others opinions and what they'd like, but hard on everybody and the kids. We understand that. Grace Lee and Erik funk spoke - signed lease pre-covid. Due to legal negotiations, couldn't be that public about certain discussions.

Sajin Kwok - are there things we can do better? It's been a hard week. Co-workers have lost job. Effects on students. Students feeling confused b/c seems to be happening rapidly; concerned to have PreK-12 in smaller building with bigger classes. Wants to hear - accountability for how we got here. Myself and others don't find that to be a magical answer. Where's the oversight for student growth, recruitment, etc. Gym is another factor in why we lost students. I hear erik funk saying we pursued options, why don't we have a lawsuit? Who's responsible for enrollment, gym? What went wrong? How did we get here, so we can avoid same thing in the future. Are we going to ax the upper school in a few years? Ok, what are we going to do. What are our smart goals? What's our plan for growth? What happens if we don't meet those goals? Students and teachers want to be a part of the future.

Ester Htoo - (chat message) Good evening everyone, I'm a student at Sejong Academy and I'm here with some other classmates. I would like to talk about the new school building. We went around class earlier and asked students how they felt about the relocation. All of them had negative viewpoints of the move. We acknowledge that there is a gym and bigger outside space, but we don't think that that's a reason for teachers to get laid off. We want whoever initiated this to be responsible and consider this. Thank you.

William Way - social studies teacher. It's with a heavy heart that i talk. I've been blind sided this whole school year. Wife got hired in august, laid off in october. Same thing happened to self yesterday. Feel like the titanic. Not addressing enrollment problems. Students won't like it. Students' voices aren't heard. Leadership making poor decisions. Last board meeting mr. oh brought up mobile classrooms. Thinks shouldn't wait to get mobile classrooms. Take on a little extra debt. No accountability. Disheartening. Poor management.

D. 02/22/2024 Minutes (02)

2 minutes

Motion to approve 02/22/2024 regular meeting minutes made by Thomas Caron, seconded by Donna Phillips.

Motion passes unanimously.

Thomas Caron Community	Erik Funk Comm Community	Pawku Hser Community	Grace Lee Community	Hoonseok Oh Teacher	Daniel Park Parent	Donna Phillips Parent
yes	yes	yes	yes	yes	yes	yes

Hoonseok Oh comment: been serving on board for 3 years. There's been some tough decisions, but try to make best decision for students and staff. As for teacher involvement - need more seats for teacher board members. Had 2 applicants; we had a vote, I was the only one who voted in dissent. If we had added those 2 teachers at that time, probably would have different outcome. Last time, teacher and parents voted same. Lost by 1 vote. What if we had 1 or 2 more teacher board members, results may be different. students, parents, achievement levels will change; teachers - lay offs; risky to lay off now, b/c will impact student learning and environment. If we lose great teachers, we can't guarantee great learning. Importance of parents and students, great teachers, admin, school, board. All starts from parents, students, teachers. Need to think about how our vote will effect these.

Maggie Walsh, 5th grade - respond to experience of having combined class; originally 31, but only 28 showed up. Now at 25; it's been very challenging for my mental health. While i love all my students, it's been a toll to differentiate for all students. But stuck through it despite physical injuries. Had wonderful help with an EA. yet students were disserved by a large class. But students did grow a lot on MAP tests. Want board to recognize the physical and mental toll on me. Korean teacher struggles with class size.

Mr. oh - why did this happen.

Kyi lan: An idea me and other students were thinking is that since classes are combined is that there should be two teachers per class since theirs gonna be more students per classroom and most of the students are gonna have a hard time working due to the fact that most teachers are leaving

Paw Eh Moo, 12th grader - even though i'm graduating, i care about sejong as a school. Been here since 8th grade. Second home. Fear sejong is going down hill. Afraid sejong will close down. Worried there's not much support i'm seeing. Appreciate all teachers working very hard and always think about students. Concerned teachers are being laid off. More teachers will improve student learning. Had tough time in public school with bigger classes. Admin had to make a lot of difficult choices. Right now need to be careful of our choices. Believe there may be a better way to do things. Not enough classes for students. Students need personal space. Teacher having ability to help all students is really important. If teachers are laid off, learning environment will be greatly affected.

Erik Funk - class sizes and space - people will be surprised to find out that average class size at gethsemene is 978SF, current is 805SF

IV. DIRECTOR'S REPORT (03) Brad Tipka (15 min)

> 5:30

See report

Mr. Oh - Korea trip update: looking for place to stay in Seoul; Seongpo High School requested culture exchange program prior to visit

V. STUDENT COUNCIL REPORT

Ms. Walsh, 23-24 Advisor. Prom budget - finance committee did not receive

VI. Parent Teacher Organization (PTO) REPORT

Ebony Campbell

VII. FINANCE, FACILITY (Erik Funk, Chair) 20 minutes

> 5:50PM

A. Enrollment tracking (04)

B. February Financials (05)

Motion to approve the February financials made by Erik Funk, seconded by Thomas Caron. Motion passes unanimously.

Thomas Caron Community	Erik Funk Comm Community	Pawku Hser Community	Grace Lee Community	Hoonseok Oh Teacher	Daniel Park Parent	Donna Phillips Parent
yes	yes	yes	yes	yes	yes	yes

C. Transportation/ Van costs \$150 per day per van x 177 school days = \$26,550/7500 = 3.5. 4 students to break even. If 4 students live in the same area, a van is provided - if a van is available in that area.

Next year \$160 per van. Grace wants to propose van families sign an agreement before school starts understanding that if van minimum drops below 4, then van service will stop and parents are responsible for transporting students to/from school.

Currently only provide PM vans to preK, b/c they have an early dismissal.

D. Facility/ Lease update

E. **Tech contract (06)** - Reboot systems.

(Note: estimated installation for tech in new building \$20k??)

Motion to approve contract with Reboot systems for FY25 to FY27 made by Hoonseok Oh, seconded by Daniel Park.

Motion passes unanimously.

Thomas Caron Community	Erik Funk Comm Community	Pawku Hser Community	Grace Lee Community	Hoonseok Oh Teacher	Daniel Park Parent	Donna Phillips Parent
yes	yes	yes	yes	yes	yes	yes

Board Training: www.mncharterboard.com

VIII. GOVERNANCE/POLICIES (Grace Lee, Committee Chair) 20 minutes

> 6:10 PM

- Enrollment for 24-25 (07)
 - Today vs Intent to Return
 - Newly accepted, Waitlist
 - Potential total vs draft budget vs base rent
 - US enrollment
 - Field Day at Gethsemane? Early and frequent summer contact - especially with new families. Must ensure everyone shows up on first day of school.
 - Summer school?
- Performance Framework reminder
 - If the school intends to propose different goals for the upcoming term, we are hoping to receive the draft of the new Performance Framework for the renewed Contract by **April 2024** so both boards have time to approve the Contract
 - Both the school's board and the NEO board need to approve the renewed Contract that contains the new Performance Framework for the upcoming term by **June 30th, 2024**.
- School Violence, Bullying, Expulsion
 - MDE on Discipline: <https://education.mn.gov/MDE/fam/disc/index.htm>
 - MDE on Suspension: <https://education.mn.gov/MDE/fam/disc/susp/index.htm>
 - MDE on Expulsion: <https://education.mn.gov/MDE/fam/disc/exp/>
 - MN Statute: Pupil Fair Dismissal Act (121A.40-575): <https://www.revisor.mn.gov/statutes/cite/121A>
 - Sejong <https://www.sejongacademy.org/familystudentresources-policies>
 - Anti-Bullying Policy
 - Harassment and Violence Policy
 - Student/Parent Handbook <https://www.sejongacademy.org/handbook>

IX. CURRICULUM/Teaching & Learning (Hoonseok Oh, Committee Chair)

> 6:15 PM

- A. Academic rigor -
- Testing for gifted & talented - parent-led after school program started; dr. tipka to provide more information at march meeting; David Rasmussen emailed some info. Working with Toast Masters program. Unpredictable student attendance is a challenge. 7 students are enrolled - based on CoGAT tests or teacher recommendation. Thank you to David Rasmussen for volunteering to lead this.
- B. School diversity - race equity working group update?

X. PERSONNEL (Daniel Park, Committee Chair)

Come up with group to meet quarterly with ED to review progress on SMART goals. Likely meeting with LS and US principals and member from personnel committee.

Lease discussion - **CLOSED MEETING**

Review lease draft (08), base rent, shared space, etc.

Get board approval to move forward

Agreed to hold off on vote. Board will review draft lease. If needed, will call special board meeting to approve lease once finalized.

XI. Meeting Reflection:

What went well? What did we accomplish?

What can we improve?
 What's coming up?

XII. ADJOURN. Meeting adjourned at 8:05 **pm** **by 7 pm**

Month	business	board training
JUL-SEP	SEP - review climate survey results	Board Role & Responsibilities By-laws: Officers, Committees
OCT	Audit presentation. Establish open enrollment period & lottery date for 2024-2025 school year (by Nov 1)	Financial Management
NOV	set class sizes for 2024-2025	
DEC	Establish available enrollment by grade (publish by Feb 1). Approve calendar for next academic year	
JAN	ED evaluation; Performance Framework Review	
FEB	approve Executive Director Evaluation rec; ED does admin evals; approve staff budget for following year	Employment Policies & Practices
MAR	Approve staffing recommendations	
APR		
MAY	Performance Framework Review (NEO) 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	