

Regular Meeting of the Sejong Academy School Board – AGENDA
 Thursday, September 21, 2023 @ 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:xx 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

Public in Attendance:

EdFinMN: Scott Brown

NEO: Jean Neuman

Parents: David Rasmussen

Teachers/Staff/Students: Jaewho Ko

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 xx.

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

III. APPROVALS & DISCLOSURES

> 5:10

A. **09/21/2023 Agenda (01)**

2 minutes

Motion to approve 09/21/2023 agenda made by xx, seconded by xx. Motion xx.

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

B. Disclosure of any conflicts of interests

C. PUBLIC COMMENT

3 minutes

Note: topics with times having ** will have separate time for public comment

D. **08/24/2023 (02) and 09/07/2023 Minutes (03)**

2 minutes

Motion to approve 08/24/2023 regular meeting minutes and 09/07/2023 special meeting minutes made by xx, seconded by xx. Motion xx.

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

IV. **DIRECTOR'S REPORT (04)** Brad Tipka (8 min)

> 5:18

V. **STUDENT COUNCIL REPORT**

Ms. Walsh, 23-24 Advisor... Student Council ideas for recruitment?

VI. **Parent Teacher Organization (PTO) REPORT**

Who is the point person?

VII. **FINANCE, FACILITY** (Erik Funk, Chair)

> 6:15PM

A. Enrollment compare to financial report

- a. Google sheet
- b. MARS report (dates?)

B. **August Financials (05)**

>> 5:45

Motion to approve the August financials made by xx, seconded by xx. Motion xx

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

C. Budget: what does it include? What does it not include? Change adopted budget?

D. Review **current state (05a)** vs **current state with staff cut (05b)**

E. Lease update

F. Korea trip

G. Facility update: sound proofing, window shades/tint/perforated signage

- a. Soundproofing was supposed to be installed July 5-8. Seems the materials were delivered but maybe not yet installed. >> was installed. More materials in the cafeteria.

H. Property tax exemption - no update. We pay about \$100k.

I. Grants

- Expecting \$500 IBM grant - Grace to follow-up
- Awarded for DHS drug-prevention grant \$190k
- Apply for PELSB?

VIII. **GOVERNANCE/POLICIES** (Grace Lee, Committee Chair)15 minutes

> 6:20 PM

- A. Board composition: 4 community, 2 parents, 1 teacher... replace community member with teacher? >> Grace to email teachers to see if any interested in serving on board - emailed allstaff 8/24
- B. School climate survey - will review results in September
- C. Board Training: www.mncharterboard.com - review schedule

IX. PERSONNEL (XXX, Committee Chair)

> xx pm

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

> 6:30 pm

- A. After-school clubs
- B. Academic rigor -
 - Testing for gifted & talented - CogAT testing - grade 2 took it in May. results to be reviewed and program determined for those identified. >> what will happen this fall with student identified as gifted? What programming will we have?? >> starting after school program; SPED team will help. Brad to follow-up with mrs. cho
 - Reinstate homework expectations by grade. >> update. Lower school to co-create with PLC leads. Upper school to discuss with PLC leads. >> Brad to follow-up with mrs. cho
- C. School diversity - to discuss climate survey results next month

XI. Meeting Reflection:

What went well? What did we accomplish?
 What can we improve?
 What's coming up?

XII. ADJOURN. Meeting adjourned at xx pm

~7:00 pm

Month	business	board training
JUL-SEP	SEP - review climate survey results, ED SMART goals	
OCT	Audit presentation. Establish open enrollment period & lottery date for 2024-2025 school year (by Nov 1)	Financial Management Board Role & Responsibilities By-laws: Officers, Committees
NOV	set class sizes for 2024-2025	Employment Policies & Practices
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 recommendation; ED does admin evals; approve staff budget for following year	
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	