

Regular Meeting of the Sejong Academy School Board – AGENDA

Thursday, April 18, 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: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:

Parents: Monica 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 XXX

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

III. APPROVALS & DISCLOSURES

> 5:17

A. **04/18/2024 Agenda (01)**

2 minutes

Motion to approve 04/18/2024 agenda made by XX, seconded by XX. Motion XX

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

Disclosure of any conflicts of interests

C. PUBLIC COMMENT

10 minutes

D. **03/21/2024 Minutes (02)**

2 minutes

Motion to approve 03/21/2024 regular meeting minutes made by XX, seconded by XXs. Motion XX.

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

IV. DIRECTOR'S REPORT (03) Brad Tipka (13 min)

> 5:30

See report

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

> 5:50 PM

A. Enrollment tracking (04)

B. March Financials (05)

Motion to approve the March financials made by XX, seconded by XX. Motion XX.

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

C. To do: Van families to 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.

D. Facility/ Lease update >> tabled till closed meeting at end

Board Training: www.mncharterboard.com

VIII. GOVERNANCE/POLICIES (Grace Lee, Committee Chair) 5 minutes

> 5:55 PM

● Enrollment for 24-25 (06)

- Today vs Intent to Return
- Newly accepted, Waitlist
- Potential total vs draft budget vs base rent
- US enrollment

● Performance Framework reminder

- Board to approve draft of any new goals/performance framework at the May meeting
- 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)

> 6:00 PM

A. IB CP Support Letter (07)

B. Academic rigor

C. School diversity - race equity working group update?

X. PERSONNEL (Daniel Park , Committee Chair)

Quarterly with ED to review progress on SMART goals.

Approve Lease - **CLOSED MEETING**

Review **lease (08a-08c)**, base rent, shared space, etc.

Motion to approve the lease with Gethsemane Lutheran. Made by xxx, seconded by xxx. motion xxx.

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

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** **by 6:30 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	