

Regular Meeting of the Sejong Academy School Board – AGENDA

Thursday, February 22, 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:

Teachers/Staff/Students: Jaewho Ko, Karen Hong

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

> 5:15

A. 02/22/2024 Agenda (01)

2 minutes

Motion to approve 02/22/2024 agenda 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

Disclosure of any conflicts of interests

C. PUBLIC COMMENT

8 minutes

D. 01/18/2024 Minutes (02)

2 minutes

Motion to approve 01/18/2024 regular meeting minutes 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

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

> 5:30

See report

V. STUDENT COUNCIL REPORT

Ms. Walsh, 23-24 Advisor

VI. Parent Teacher Organization (PTO) REPORT

Ebony Campbell

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

> 5:50PM

A. Enrollment tracking (04)

B. December full check register?

C. January Financials (05)

Motion to approve the January 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

D. Facility/ Lease update

- o Update from Erik
- o Tour reflection
- o Note: consideration of course offerings, class size, age grouping, etc. will be given when making room assignments.

Board Training: www.mncharterboard.com

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

> 6:10 PM

● Enrollment for 24-25 (06)

- o Intent to Return forms were sent out. They were due back 2/12.
- o Contact all families who have not returned a form.
 - any current student who wants to return, but that grade is already full, will be added to waitlist.
 - Will confirm intent with all other families.
- o Review grade maximums
- 24-25 calendar staff feedback
 - o Sarah Olson: May break
is there a reason to keep May break other than the Korea trip? I feel it would make sense to have only one week of Spring break, get rid of May break, and then end the year May 30th. The Korea trip could go the first week of June and not have to readjust to school for the few weeks before the end of the year, and the students and staff who are not going on the Korea trip would not have to break up any end-of-year plans. If the May break is imperative to keep, I would then suggest 1 week of Spring break and ending June 6th.
- Performance Framework update
 - o 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
 - o 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
 - o MDE on Discipline: <https://education.mn.gov/MDE/fam/disc/index.htm>
 - o MDE on Suspension: <https://education.mn.gov/MDE/fam/disc/susp/index.htm>
 - o MDE on Expulsion: <https://education.mn.gov/MDE/fam/disc/exp/>
 - o 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. USNCO (U.S. National Chemistry Olympiad) at Sejong Academy on 3/9/24 at 10:00 AM. (3rd year of hosting this event). FYI - Mr. Seungwoo Lee will be at the main office and Mr. Oh will be the proctor
- B. Academic rigor -
 - Testing for gifted & talented - parent may start after school program in spring
- C. School diversity

X. PERSONNEL (XXX, Committee Chair) – Daniel Park
ED Evaluation Committee Report - **CLOSED MEETING**

XI. Meeting Reflection:

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

XII. ADJOURN. Meeting adjourned at 7:xx 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	