

Regular Meeting of the Sejong Academy School Board - MINUTES
Thursday, November 20, 2014 @ 7 p.m.
1330 Blair Ave. N., St. Paul, MN 55104, meeting room 104

I. CALL TO ORDER

7:11 PM

Board Members in Attendance: Grace Lee, Julie Chi, Brad Tipka (Ex Officio), Sawlwin Si, Jisu Ryu (7:35)

Board Members not in Attendance: Scott Tryggeseth

Public in Attendance: Jinsoo Kim, Evan Corcoran

II. SCHOOL'S MISSION

Sejong Academy is committed to providing an academically rigorous education to K-8 Twin Cities students through immersion experience in Korean language and culture by using research-based curriculum, high standards for accountability and promoting an appreciation for diversity and international cultures.

School mission read by Grace Lee.

➔ Grace Lee introduce Jinsoo Kim. Evan to provide info on consent agenda.

III. APPROVALS

A. 11/20/2014 AGENDA

Motion to approve 11/20/14 agenda made by Sawlwin Si, seconded by Grace Lee. Motion passes unanimously.

B. 10/23/2014 REGULAR BOARD MEETING MINUTES

Motion to approve 10/23/14 minutes made by Julie Chi, seconded by Sawlwin Si. Motion passes unanimously.

IV. Director's Report:

- Academics
- Facility/Finance/Logistics
- Community Outreach

IV. GOVERNANCE

- **NEO contract** – change from 3 to 5 year term (see contract and addendum)
- Board Training – NEO is offering a free training on Saturday, January 17. Attending this one will save us \$700. – approx. 9 a.m. – 4:30 p.m.
- Board Composition – teacher position
- Board meetings – Other days preferred; earlier start time? – At December 18 board meeting – discuss new day/time starting January.

V. FINANCE & FACILITY

- Review **Financials**
- Mike Pocrinich looking into line of credit with Non-Profit Assistance Fund.
- CSP grant update

VI. PERSONNEL

- Teacher Evaluations– Brad Tipka to present performance indicators/rubric at December board meeting.
- **ED evaluation** – review ideas
- Review **Employee Handbook (p.21-22)**

VII. COMMUNITY & FAMILY INVOLVEMENT

- Set Open Enrollment period: December 9, 2014 to January 16, 2015 with lottery on Wed, January 21 @ 7 pm.? ➔
- Motion to make 2015-2016 open enrollment period from December 9, 2014-January 23, 2015, with lottery on Thursday, January 29, 2015 made by Julie Chi, seconded by Grace Lee. Motion passes unanimously.
- Set class sizes (K-7) at 20 per grade?

- Motion to make 2015-2016 class sizes 24 per grade –made Julie Chi, seconded by Jisu Ryu. Motion passes unanimously.

VIII. TEACHING AND LEARNING

- Current Inclusive Education plan – As discussed at last board meeting, Brad sent to board by Thursday, 10/30. No board members disapproved nor suggested changes by Wednesday 11/5 or any other date, approval was assumed and plan passed. Plan submitted by 11/15.
- 2014-2015 school year – increase K-2 class size from 26 max to 28 max – in case we get new applicants during winter break (most of day teacher-student ratio will still be 1:14)?
 - Motion to increase the 2014-2015 K-2 class maximum from 26 to 28 - made by Grace Lee, seconded by Julie Chi. Motion passes unanimously.
- 2015-2016 school calendar – draft: 177 instructional days; 14 PD
- **K-3 Literacy Plan** – If board does not disapprove or suggest changes by Wednesday 11/26, approval is assumed and K-3 literacy plan is approved and will be posted to our website.

IX. ADJOURN

8:36 PM

Motion to adjourn made by Jisu Ryu, seconded by Sawlwin Si. Motion passes unanimously.