

Regular Meeting of the Sejong Academy School Board - MINUTES
Wednesday, February 25, 2015 @ 6 p.m.
1330 Blair Ave. N., St. Paul, MN 55104, meeting room 104

I. CALL TO ORDER

6:00 PM

Meeting called to order at 6:01 PM

Board Members in Attendance: Grace Lee (Board Chair), Brad Tipka (Ex Officio), Julie Chi, Jisu Ryu

Board Members Absent: Moo Lor La; Scott Tryggeseth

Public in Attendance: Mike Pocrnich (via phone)

Finance Report with Mike Pocrnich. Reviewed financial statements. Possibility of getting a Line of Credit is looking good. Potential to get \$50k, which is approximately 75% of our holdback. Note: holdback is 10% of our state aid.

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 Julie Chi.

III. APPROVALS

A. 2/25/2015 AGENDA

Motion to approve the agenda made by Jisu Ryu. Seconded by Julie Chi. Motion passes unanimously.

B. 1/28/2015 REGULAR BOARD MEETING MINUTES

Motion to approve the 1/28 minutes made by Julie Chi. Seconded by Grace Lee. Motion passes unanimously.

IV. FINANCE & FACILITY

- Review Financial reports from The Anton Group – moved to beginning of meeting
- Review Lease Amendment

Motion to approve Second Amendment to Lease made by Grace Lee. Seconded by Julie Chi. Motion passes unanimously.

V. GOVERNANCE

Per motion at last meeting (1/28/15), the following policies were adopted:

1. Hiring Policy
2. Acceptable Internet Usage Policy
3. Anti-bullying Policy

We will post these policies to our website.

VI. DIRECTOR'S REPORT

- Academics – Brad Tipka suggested that we revisit the curriculum resources and have the teachers fill out a survey to get more feedback. Julie Chi suggested that we ask for specifics, what teachers find challenging about the current curriculum and what they would suggest using and why. For this year, MAP tests will only be taken twice. They were taken late fall and will be taken after MCA's in June. Brad Tipka gave high-level feedback on teacher observations and what he saw in classroom observations. Teachers are integrating use of Smart boards. Most kids were on task and working hard. April 16 – PD day; Julie Chi recommended that teachers go visit an immersion school or a school that does differentiation really well.
- Facility/Finance/Logistics; 24 applications so far for next year. SchoolView Fee Pay is operational for parents to pay for school lunches. We've received several E-rate proposals. Brad Tipka submitted a Lowe's Grant application.
- Community Outreach – NEO site visit went well; EL parent Info night is currently set for March 23. Julie Chi asked if it could be moved, as she will be out of town on that date. Brad Tipka will ask Sawlwin Si if April 6 would work. Julie Chi suggested that we call families more and give more reminders.

VII. PERSONNEL

- ED evaluation (timeline, overview, rubric, parent survey, staff survey)
 - ED evaluation committee to meet Thursday, 2/26/2015 to prepare recommendation of board. Discuss need to schedule special meeting to vote on recommendation of committee. Agreed to have **Special** Board Meeting (closed) on Wednesday, March 18 at 4:45 to review recommendation of ED evaluation committee.
- World's Best Work Force (WBWF) plan

Motion to give Board until Wednesday, March 4, 2015 to review the WBWF plan. If no objection is emailed to Grace Lee by that date, the WBWF will be adopted – motion made by Grace Lee. Seconded by Julie Chi. Motion passes unanimously.
- Personnel Committee – Discuss need to form Personnel Committee. Committee would help to interview applicants/hiring; help with staff evaluations; Discussed need for clarification on how March board meeting will go. Grace Lee to speak with Wendy Swanson-Choi to get advice and possibly email to see if folks would like to serve on a personnel committee. Grace Lee to give update at March 18 board meeting.

VIII. COMMUNITY & FAMILY INVOLVEMENT

- Other upcoming recruiting events:
 - YMCA preschool
 - Wilder Foundation Charter School Fair – March 20 from 8:30-11:30 a.m.

IX. TEACHING AND LEARNING

- EL Program Plan – Some board members wanted to review plan further before approving. Plan will be presented again at the March 18 Board meeting.
- Table discussion on 2015-2016 Academic program
- IB – discuss costs, fall informational meeting - table
- Career speakers – table

• X. ADJOURN

8:20 PM

Motion to adjourn meeting made by Julie Chi. Seconded by Jisu Ryu. Motion passes unanimously.