

I. CALL TO ORDER

5:15 PM

Meeting called to order at 5:17PM

Board Members Attendance (“X” = present):

Grace Lee (Chair) Sarah Bunton Corbin Connel Lisa Hill
 Paw Htoo Jiyoung Kim Brad Tipka (Ex-officio)

Public in Attendance: Scott Brown Wendy Swanson-Choi

II. SCHOOL’S MISSION

5:17 PM

Sejong Academy is committed to providing an academically rigorous education to pre-K-8 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 Lisa Hill.

III. PUBLIC COMMENT (none)

3 minutes

IV. APPROVALS

A. 1/23/2017 **AGENDA**

3 minutes

- Motion to approve 1/23 agenda, moving Wendy Swanson-Choi before approval of 12/14 minutes made by Sarah Bunton, seconded by Corbin Connell. Motion passes unanimously.

** The Executive Director of our authorizer, Wendy Swanson-Choi, will speak on the **possibility of expanding** to high school (grades 9-12).

Wendy noted that Korean language can be an equalizer for all students to access programs; in fact, another charter management organization is requiring Korean language in its program for a turn-around school in Minneapolis.

Things to consider for high school expansion:

1. **MESSAGE:** Why do we want to do this? How does it fit with the mission → Diversity and international cultures. Critical mass has to see that and believe it too. ENGAGE STAKEHOLDERS. Hold some listening sessions with flip charts... about the future of the school... full-immersion for K-2; high school expansion; hear everyone, update... we can’t get ahead of the community. Does it make sense to enough people?
2. **FINANCE:** Apply to authorizer who submits affidavit; fund balance about 20%; 3 years of data; would need a counsellor, social worker
3. **STAFFING:** Stability of staff – make sure they’ll stick around through growing pains; consider licensing, etc.
4. **ENROLLMENT:** start a list of interest; ‘stay posted’; gage interest to get idea of enrollment; high school teachers generally get paid more; science and math is a shortage area; three sections of K-5 – each grade; add more lower sections, knowing you’ll lose some; figure out attrition – keep 80%...
5. **EXTRA CURRICULAR** – talk to Nova or Miranda/Agamim was at lower school head
6. **NEEDS ASSESSMENT** – facilities; maybe ask Nova for their old one

Nova expanded in 2011; 6 years in existence; first graduating class was 12 kids. Then 24 the next year...

Option: apply to authorizer by oct 1. Get feedback early – even if we get rejected – to help inform work going forward; Authorizer submits affidavit to MDE – 20% fund balance; growth and proficiency; enrollment

If named high quality charter school – then we're eligible for \$220k expansion grant
At least start thinking about it now. Nova took 3 years. 8th grade for 3 years before added 9th.

- B. 12/14/2016 REGULAR BOARD MEETING **MINUTES** 3 minutes
- Motion to approve 12/14/2016 minutes with correct spelling of Corbin Connell's name, made by Sarah Bunton, seconded by Corbin Connell. Motion passes unanimously.

***Brad Tipka shared some points from talks with the German Immersion school while at the charter school fair.
Full Immersion for K-2?

V. **DIRECTOR'S REPORT** (Brad Tipka) 5:26- 5:35 PM

VI. FINANCE & FACILITY (Corbin Connell, Committee Chair) 5:35- 6:00 PM

Meets Monday/Tuesday before Board meetings @ 5 pm.

- A. Finance report (review **December packet**) 10 minutes
- B. Adjusted budget update: will look at 2017-2018 planning at January 2017 finance committee meeting (staffing, space needs and other costs)

VII. GOVERNANCE/POLICIES (Grace Lee, Committee Chair) 6:00- 6:30 PM

Meets the first Monday of the month from 4-4:40 pm.

- A. Training – looked at strategic planning docs; Board training: Sarah Bunton, Corbin Connell and Lisa Hill attended Board training January 7, 2017.
- B. Strategic Planning (January/February) – please read 3 documents
- C. Board vacancy for Community Member: reached out to community member.

D. Paw Htoo's email

Paw Htoo has informed the board that due to her new class and work schedule, she is no longer able to attend board meetings. The board would like to thank Paw Htoo for her service to the board and school and is sad to see her go.

- Motion to accept the resignation of Paw Htoo from the Board of Directors made by Lisa Hill, seconded by Grace Lee. Motion passes unanimously.

E. Background checks – Governance still to draft Background check policy.

F. Climate survey to go out in ~ Feb

VIII. PERSONNEL (Sarah Bunton, Committee Chair) 6:30- 6:35 PM

Meets the first Monday of the month from 4-4:40 pm.

A. Approve employee agreement for 6th grade teacher, **Aaron Fitzgerald**

- Motion to approve the employee agreement for Aaron Fitzgerald to teach middle school social studies and science/6th grade homeroom, made by Corbin Connell, seconded by Grace Lee. Motion passes unanimously.

B. Reconsidering staff contracts (tabled till working budget)

IX. CURRICULUM (Ji Young Kim Chair) 6:35- 6:40 PM

A. Committee update – Mrs. Choi and Ms. Kim have been working on Korean test for grades K and 1. K-8 Korean curriculum, as well as K-1 math curriculum in Korean – for the future. Group to make proposal...

B. Authorizer Goals – Grace and Brad met with Rod Haenke on December 20. Grace and Brad to draft new goals to be approved by board and authorizer.

X. STUDENT ACTIVITIES (Lisa Hill, Chair) 6:40- 6:45 PM

– to meet on first Saturday of the month at 10:30 a.m.; met in November. Will meet February
Futsal, volleyball, badminton?

XI. Meeting Reflection: What went well/What can we improve
What went well – Liked Wendy's expertise and input. Efficiently run.

What can we improve – material out sooner.

XII. ADJOURN

Meeting adjourned at 7:09 pm