

Regular Meeting of the Sejong Academy School Board – MEETING MINUTES & JOURNAL OF VOTES

Monday, March 27, 2017 @ 5:15 p.m.

1330 Blair Ave. N., St. Paul, MN 55104, meeting room 104

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 Connell     Lisa Hill  
 Jiyoung Kim                       Brad Tipka (Ex-officio)

Public in Attendance:  Scott Brown     Brett Studer (NEO)

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 Grace Lee.

III. PUBLIC COMMENT none. 3 minutes

IV. APPROVALS & DISCLOSURES

A. 3/27/2017 AGENDA 3 minutes

➤ Motion to approve 3/27/2017 agenda, made by Corbin Connell, seconded by Lisa Hill. Motion passes unanimously.

B. Disclosure of any Conflicts of Interest – Grace Lee passed out COI forms for board member signatures. No disclosures for current meeting.

C. 2/27/2017 REGULAR BOARD MEETING MINUTES 3 minutes

D. 3/14/2017 SPECIAL BOARD MEETING MINUTES 3 minutes

Change title of 3/14/17 minutes to be MEETING MINUTES & JOURNAL OF VOTES.

➤ Motion to approve 2/27/2017 and 3/14/17 minutes with above change made by Sarah Bunton, seconded by Corbin Connell. Motion passes unanimously.

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

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

*Meets before Board meetings @ 5 pm.*

A. Finance report (review February packet) 10 minutes

B. Middle School staffing design (4 different teachers: each teacher would have a homeroom: 5,6,7,8; each teacher would also specialize in one of the following: math, English, science, social studies).

➤ Motion to approve finance committee recommendation for middle school staffing design made by Corbin Connell, seconded by Lisa Hill. Motion passes unanimously.

C. Facility – Brad Tipka and Grace Lee to meet with church this week. Looking into requesting 3 additional classrooms

D. Recommendation for Mrs. Dongjin Choi and Jinsoo Kim’s contracts

➤ Motion to approve finance committee change recommendations to Dongjin Choi and Jinsoo Kim’s employee agreements for the 2017-2018 school year made by Corbin Connell, seconded by Jiyoung Kim. Motion passes unanimously.

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. Discuss changing May meeting, as May 22 falls during May break.

➤ Move May meeting to Tuesday, May 30, 2017 at 5:15 pm.

B. Recess/wellness policy

*From Policy: Recess will be held outdoors, weather permitting at least two days per week. During the winter, “weather permitting” means temperatures (including wind chill factor) above 10 degrees and no precipitation.*

Corbin Connell noted that there seemed to be a lot of days this past winter when temperature was above 10 degrees, but students did not go out for recess. It made Corbin Connell wonder if kids were being given enough opportunity to expend energy appropriately. Expressed concern for a good balance for indoor/outdoor recess. Expressed concern when students lose recess as a consequence of parents not signing forms. Kids need to play and will learn better when given time to play. Expressed concern whether or not policy is being implemented – going out during the winter.

Brad Tipka said he would be more intentional of enforcing the outdoor part of the wellness policy. Ask about extra classroom for specials.

- C. Committee to research testing opt out for those families who desire such → Governance committee did discuss this. **Governance committee to draft language** to update Student/Parent Handbook during annual review in summer, which is currently on website under Logistics. Will move to own page under About.
- D. Strategic Planning –3 documents – review later
- E. Expansion Survey Results

	Yes	Maybe	No
Families	42	2	4
Staff	2	3	7

**Next step informational meetings (Monday, May 8, 5-6 pm)**; and dry-run application this fall

- F. School Climate Survey to go out in April
- G. 2 Board vacancies (1 community member + other); would like someone with PR/marketing experience Or fundraising/development experience
- H. Conflict of Interest Statements (see **COI\_form** on google drive; sign)
- I. Bathroom Use discussion → **Transgender and Non-conforming Students Policy**  
Board will continue to review Transgender and Non-Conforming Students Policy for vote next month.
- J. **Pledge of Allegiance** discussion – at last meeting Board did not see the need to implement this at this time. Need formal motion not to follow MN Statute 121A.11 Subd.3 re: Pledge of Allegiance
  - Motion to waive requirement of recitation of Pledge of Allegiance (MN Statute 121A.11 Subd.3) made by Corbin Connell, seconded by Sarah Bunton. Motion passes unanimously.

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

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

- A. Teacher of the Year Award – Mr. Tipka presented to staff on March 1. Staff voted to implement.
- B. ED final evaluation (reminder) – to be completed for presentation to board at May board meeting.

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

- A. Discussion on Korean-English breakdown for grades 2-8.  
Kindergarten and 1<sup>st</sup> grade are 100% Korean.  
**Board will ask Korean Scope and Sequence Committee to make a recommendation.**
- B. Korean Scope and Sequence Committee update?  
On schedule. Have met 3 times. It's going well.
- C. Authorizer Goals – NEO has new staffer, Samantha Smetana, who will help us finalize goals.

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

*Meets the first Saturday of the month at 10:30 am.*

- After school activities – update?  
Futsal (Saturday's March 4-April 15). Volleyball (found coach for afterschool program)

XI. Meeting Reflection:

- What went well – very well run; good that everyone felt comfortable enough to bring up different issues
- What can we improve – get materials out sooner

XII. ADJOURN

Meeting adjourned at 6:54 pm