

## Motions Approved

- 2/11/19: It was moved by B. Barth to negotiate an initial contract with M. Cambice as the director and start-up coordinator for The Journey School, seconded by N. Zagrzebski
  - Unanimous approval by the board
- 2/11/19: It was moved by B. Barth to have Old National Bank be the depository of choice for The Journey School, seconded by M. Ji (C. Merkwon abstained from voting)
  - Unanimous approval by the board
- 2/11/19: It was moved by by B. Barth to approve B. Barth and M. Cambrice as the signer on The Journey School bank account, seconded by M. Ji (C. Merkwon abstained from voting)
  - Unanimous approval by the board
- 2/11/19: It was moved by N. Zagrzebski to approve moving forward with E-Rate contract, seconded by Casey Merkwon
  - Unanimous approval by the board
- 3/12/19: It was moved by C. Merkwon that all items included the start-up budget Board-approved budget will not require additional approval so long as the expenditure does not exceed the budgeted value. Expenditures that were un-budgeted, or those amounts in excess of budget, will require approval according to the below thresholds:
  - Amounts up to \$2,500 require no additional approval
  - Amounts up to \$20,000 require Treasurer approval
  - Amounts greater than \$20,000 require Board approval
  - Seconded by Scot Gostchock
    - Unanimous approval by the board
- 3/12/19: It was moved by N. Zagrzebski the board approves finalized start-up budget as determined by the finance committee, seconded by S. Gostchock.
  - Unanimous approval by the board
- 4/16/19: It was moved by Angela Silver the board approve Craig Kepler as a board member of The Journey School with his duties starting immediately, seconded by Brittany Barth.
  - Motion passed with unanimous approval by the board
- Motions made on 5/21/19
  - It was moved by N. Zagrzebski the Board resolve the authority to make all hiring and firing recommendations for school teachers and staff vested in the Executive Director, subject to applicable law and any board policies in effect and final board approval. The Executive Director shall make such recommendations in the best interest of the school for final board approval, seconded by S. Gostchock
    - Motion passed with a unanimous vote
- Motion Made on 6/11/2019
  - It was moved by N. Zagrzebski that Michelle Cambrice is designated as the IOwa for the Journey Schools, seconded by S. Gostchock.
    - Motion passed with a unanimous vote

- Motion made on 6/11/2019
  - It was moved by B. Barth to adopt the 2019-2020 budget as presented:
  - General Fund Revenues of \$1,330,920 and General Fund Expenditures of \$1,286,880, including a transfer of \$24,921 to the Food Service Fund.
  - Food Service Fund Revenues of \$112,873, including a transfer from the General Fund of \$24,921, and Food Service Fund Expenditures of \$112,873.
  - Seconded by N. Zagrzebski
    - Motion passed with a unanimous vote
  
- Motions made on 7/9/2019
  - It was moved by N. Zagrzebski to approve the minutes from the meeting on June 11, 2019, seconded by Casey Merkwan.
    - Motion passed with unanimous vote
  - It was moved by N. Zagrzebski to adopt an enrollment cap for year 1 of 125 students total with no more than 25 students per classroom. However, the director has the discretion to increase to 27 students to accommodate enrollment needs, seconded by B. Barth.
    - Motion passed with unanimous vote
  - It was moved by N. Zagrzebski to supplement cap adopted. There will not be a lottery for admissions for the 2019-2020 school year; instead, students will be enrolled based on a first come first serve basis, seconded by Angela Silver.
    - Motion passed with unanimous vote
  
- Motions made on 8/13/2019
  - It was moved by Brittany Barth to officially approve Scott Kloetzke for a board position with official duties beginning tonight, seconded by Angela Silver.
    - Motion passed with unanimous vote
  
- Motions made on 9/12/2019
  - It was moved by Craig Kepler for The Journey Schools Board to formally request a deviation of an audit for the fiscal year 2018-19, understanding that if the deviation is granted, The Journey Schools is required to complete an external audit in the subsequent fiscal year that includes both that year and the prior year's (delayed) financial activity, seconded by Brittany Barth.
    - Motion approved unanimously
  
- Motions made on 11/14/19
  - Motion made to approve financial reports. Moved by Craig Kepler, and seconded by Brittany Barth
    - Unanimous approval by the board
  - Motion made to approve board policies 102, 201, 205, and 206 by Craig Kepler, and seconded by Angela Silver
    - Unanimous approval by the board
  
- Motions made on 12/12/2019

- Motion made to approve board policies 208, 209, 210, 213 by Craig Kepler, and seconded by Brittany Barth -
  - Unanimous approval by the board
  
- Motion made to approve MDE Designations as follows by Craig Kepler, and seconded by Scott Kloetzke --
  - Title Grant Authorized Representative (Michelle Cambrice)
  - MDE Identified Official with Authority (IOWA) (Michelle Cambrice)
  - Special Education Director (Tamara Pulver)
    - Unanimous approval by the board
  
- Motion made to approve Designation of Depositories of Choice at bank as follows by Michelle Ji, and seconded by Angela Silver -
  - Old National Bank
    - Unanimous approval by the board
  
- Motion made to approve authorized signers at banks as follows by Angela Silver, and seconded by Craig Kepler -
  - Board Treasurer
  - Director
    - Approval by the board with one abstaining – Brittany Barth
  
- Motion made to approve Authorized individuals to approve collateral changes as follows by Brittany Barth, and seconded by Craig Kepler -
  - Director
  - Finance Manager
    - Unanimous approval by the board
  
- Motion made to approve Delegation of Authority to Make Electronic Funds transfers (EFT) as follows by Craig Kepler, and seconded by Michelle Ji -
  - Treasurer
  - Executive Director
  - Financial Manager
    - Approval by the board with one abstention (Brittany Barth)
  
- Motion made to approve Granting of Administrative Authority: Finance Manager , Director, and Board Chair are granted Administrative authority to execute and update any and all Cash Management Agreements with Old National Bank and to further grant authority to certain BergankDV employees to perform activities

necessary to carry out bank account-related functions and electronic transfers (EFT) including, but not limited to: as follows (see below) by Michelle Ji, and seconded by Craig Kepler -

- Payment of employee payroll; federal, state, and unemployment taxes (deductions and/or benefits); and other payroll related deductions and benefits
  - Payment of contributions to the Teachers Retirement Associations (TRA) and to the Public Employee Retirement Association (PERA) for deductions and benefits.
  - Payments, including, but not limited to building lease payments, credit card payments, and other vendor payments
  - Other payments authorized by the board of directors
  - Monitoring, reconciliation, and management of bank transactional activity
  - Investment of excess funds
  - Execution and release of pledge agreements
  - Temporary and permanent ACH Limit changes
  - Management of Positive Pay system
    - Unanimous approval by the board
- Motion made to approve Debit Card Authorization as follows by Brittany Barth, and seconded by Craig Kepler -
- Approve Old National Bank Debit Card
    - Unanimous approval by the board
- Motion made to approve Designation of Official Newspaper (required for posting of public notices) as follows by Craig Kepler, and seconded by Michelle Ji -
- Pioneer Press
    - Unanimous approval by the board
- Motion made to approve pay rates for substitutes as follows by Angela Silver, and seconded by Scott Kloetzke -
- Licensed Sub \$125 per day
  - Non-Licensed Sub \$100 per day
    - Unanimous approval by the board
- Motions made on 1/23/20
    - Motion made to approve financial reports. Moved by Craig Klotzke, and seconded by Angela Silver
      - Unanimous approval by the board

- Motions made on 2/27/2020
  - Motion made to approve board policies 214, 215, 401, 402, and 404 by Brittany Barth , and seconded by Scott Kloetzke -
    - Unanimous approval by the board
  - Motion made to not pay for bussing during St. Paul Teacher strike (the cost would be \$350.00 per day per bus and a minimum of 3 busses for TJS) – motion made Brittany Barth and seconded by Scott Kloetzke
    - Unanimous approval by the board
- Motion made to approve MDE Designations as follows by Craig Kepler, and seconded by Scott Kloetzke –
  - MDE Identified Official with Authority (IOWA) for 2020/21 school year (Michelle Cambrice)
    - Unanimous approval by the board
- Motions made on 4/23/2020
  - Motion made to approve the following board policies:
    - Board Policy 406
      - Motioned by Craig Kepler
      - Seconded by Scott Kloetzke
      - Record of Board Member Votes

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Jii	x	
Kepler	x	
Kloetzke	x	
Zagrzebski	x	

- Unanimous approval by the board

- Board Policy 412
  - Motioned by Brittany Barth
  - Seconded by Craig Kepler
  - Record of Board Member Votes

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Jii	x	
Kepler	x	
Kloetzke	x	
Zagrzebski	x	

- Unanimous approval by the board

- Board Policy 413

- Motioned by Nicole Zagrzebski
- Seconded by Michelle Ji
- Record of Board Member Votes

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Jii	x	
Kepler	x	
Kloetzke	x	
Zagrzebski	x	

- Unanimous approval by the board

- Board Policy 414

- Motioned by Brittany Barth
- Seconded by Scott Kloetzke
- Record of Board Member Votes

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Jii	x	
Kepler	x	
Kloetzke	x	

Zagrzebski	x	
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- Unanimous approval by the board

- Board Policy 417

- Motioned by Brittany Barth
- Seconded by Nicole Zagrzebski
- Record of Board Member Votes

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Jii	x	
Kepler	x	
Kloetzke	x	
Zagrzebski	x	

- Unanimous approval by the board

- Motions made on 5/28/2020

- Motion made to approve financial reports for March and April. Moved by Brittany Barth, and seconded by Michelle Ji

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Ji	X	
Silver	X	
Zagrzebski	X	

- Unanimous approval by the board

- Motions made on 6/25/2020

- Motion made to approve financial reports for May for June. Moved by Brittany Barth , and seconded by Craig Kepler

Board Member	Voted Yay	Voted Nay
Gostchock	X	

Barth	X	
Ji	X	
Silver	X	
Kepler	X	

- Unanimous approval by the board
- Motion made to approve revised budget for 2019/20 school year. Moved by Brittany Barth, and seconded by Michelle Ji

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Ji	X	
Silver	X	
Kepler	X	

- Unanimous approval by the board
- Motion made to approve conditional budget (attached with these minutes) for 2020/21 school year. Moved by Brittany Barth, and seconded by Craig Kepler
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Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Ji	X	
Silver	X	
Kepler	X	

- Unanimous approval by the board
- Motions made on 8/27/2020



- Motion made to approve financial reports and all supplemental information for June 2020. Moved by Brittany Barth, and seconded by Angela Silver
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Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Silver	X	
Zagrzebski	X	
Kepler	X	
Kloetzke	X	

- Motions made on 9/24/2020

- Motion made to approve financial reports and all supplemental information for August 2020. Moved by Brittany Barth, and seconded by Angela Silver
- Unanimously approved

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Silver	X	
Kepler	X	
Ji	X	

- Motions made on 10/22/2020

- Motion made to approve financial reports and all supplemental information for September 2020. Moved by Brittany Barth, and seconded by Craig Kepler
- Unanimously approved

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Silver	X	

Kepler	X	
Ji	X	
Kloetzke	X	

- Motions made on 11/19/2020

- Motion made to approve financial reports and all supplemental information for October 2020. Moved by Brittany Barth, and seconded by Angela Silver
- Unanimously approved by the board

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Silver	X	
Ji	X	

- Motions made on 12/22/2020

- Motion made to approve financial reports and all supplemental information for November 2020. Moved by Barth and seconded by Kloetzke
- Unanimously approved by the board

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Ji	x	
Kloetzke	x	
Kepler	x	
Zagrzebski	x	

- Motion made to approve and accept the auditors report and move forward to authorize the report to be submitted to the MN Department of Education. Moved by Kepler and seconded by Barth
- Unanimously approved by the board

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Ji	x	
Kepler	x	
Kloetzke	x	
Zagrzebski	x	

- Motions made on 1/28/2021:
  - Motion made to approve TJS procurement policies as written. Moved by Kepler and seconded by Ji.

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Ji	x	
Kepler	x	
Silver	x	
Zagrzebski	x	

- Motion unanimously approved by the board
- Motion made to approve financial reports and all supplemental information for December 2020. Moved by Silver and seconded by Barth

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Ji	x	
Kepler	x	
Silver	x	

Zagrzebski	x	
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- Motion unanimously approved by the board
- Motion made to move forward with grant writing plan as submitted by Fox Advancement. Moved by Ji and seconded by Kepler.

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Ji	x	
Kepler	x	
Silver	x	
Zagrzebski	x	

- Motion unanimously approved by the board
- Motion made to approve financial reports and all supplemental information for January 2021. Moved by Barth and seconded by Ji

Board Member	Voted Yay	Voted Nay
Gostchock	x	
Barth	x	
Ji	x	
Silver	x	
Zagrzebski	x	
Kloetzke	x	

- Motion unanimously approved by the board
- Motion made to approve financial reports and all supplemental information for February 2021. Moved by Barth and seconded by Ji

Board Member	Voted Yay	Voted Nay
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Gostchock	x	
Barth	x	
Ji	x	
Zagrzebski	x	
Kloetzke	x	
Kepler	x	

- Motion unanimously approved by the board
- Motion made to approve financial reports and all supplemental information for March and April 2021. Moved by Brittany Barth and seconded by Craig Kepler

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Ji	X	
Zagrzebski	X	
Silver	X	
Kepler	X	

- Motion unanimously approved by the board
- Motion made to approve financial policies (Fixed Asset, Accounting, School Budget and Expenditure, and Fund Balance) for The Journey School. Moved by Brittany Barth and seconded by Michelle Ji

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Ji	X	
Zagrzebski	X	
Kepler	X	

Silver	X	
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- Motion unanimously approved by the board
- Motion made to approve financial reports and all supplemental information for May of 2021. Moved by Brittany Barth and seconded by Scott Kloetzke

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Ji	X	
Silver	X	
Kepler	X	
Kloetzke	X	

- Motion unanimously approved by the board
- Motion made to approve revised 2020/21 fiscal year budget for The Journey School and all supplemental information as presented. Moved by Scott Gostchock and seconded by Craig Kepler

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Ji	X	
Silver	X	
Kepler	X	
Kloetzke	X	

- Motion unanimously approved by the board

- Motion made to approve 2021/22 fiscal year budget for The Journey School and all supplemental information as presented. Moved by Scott Gostchock and seconded by Craig Kepler

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Ji	X	
Kloetzke	X	
Silver	X	
Kepler	X	

- Motion unanimously approved by the board
- Motion Made on 8/26/2021
  - It was moved by Scott Gostchock that Michelle Cambrice is designated as the IOwA for the Journey Schools, seconded by Brittany Barth

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Ji	X	
Kloetzke	X	
Zagrzebski	X	

- Motion unanimously approved by the board
- Motion made to approve financial reports and all supplemental information for June 30, 2021. Moved by Brittany Barth and seconded by Scott Kloetzke.

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Ji	X	

Zagrzebski	X	
Kloetzke	X	

- Motion unanimously approved by the board
- Motion made September 23, 2021 to approve financial reports and all supplemental information for August 31, 2021. Moved by Michelle Ji and seconded by Angela Silver.

Board Member	Voted Yay	Voted Nay
Kepler	X	
Barth	X	
Ji	X	
Kloetzke	X	
Silver	X	

- Motion unanimously approved by the board
- Motion made September 23, 2021 to approve securing \$75,000 line of credit from Old National Bank. Moved by Craig Kepler and seconded by Michelle Ji.

Board Member	Voted Yay	Voted Nay
Kepler	X	
Barth	X	
Ji	X	
Kloetzke	X	
Silver	X	

- Motion unanimously approved by the board



- Motion made September 23, 2021 to approve the re-financing of the School's van with Old National Bank. Moved by Scott Kloetzke and seconded by Michelle Ji.

Board Member	Voted Yay	Voted Nay
Kepler	X	
Barth	X	
Ji	X	
Kloetzke	X	
Silver	X	

- Motion unanimously approved by the board
- Motion made November 18th, 2021 to approve financial reports and all supplemental information for September & October 2021. Moved by Scott Gostchock and seconded by Scott Kloetzke.

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Zagrzebski	X	
Kloetzke	X	
Silver	X	

- Motion unanimously approved by the board

- Motion made to amend the Fixed Asset Policy to increase the capitalization threshold to \$2,500. Moved by Scott Gostchock and seconded by Brittany Barth.

Board Member	Voted Yay	Voted Nay
Gostchock	X	
Barth	X	
Zagrzebski	X	
Kloetzke	X	
Silver	X	

- Motion unanimously approved by the board