

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: September 22 at 6 p.m.

Zoom Meeting

(Scott will send out a Zoom Invite for all)

TJS (775 Lexington Pkwy N, St Paul, MN 55104)

Meeting Start Time: 6:02 p.m.

Board Attendance

Board Member	Present	Excused Absence	Unexcused Absence
Brittany Barth	X		
Michelle Cambrice	X		
Scott Gostchock	X		
Michelle Ji	X		
Craig Kepler		X – has stepped off the board as of September 1, 2022	
Angela Silver	X		
Nicole Zagrzebski	X		
Scott Kloetzke	X		
Amanda Neumann	X		
Alainna Mattson	X		

Participants:

Mission: “To provide all students with the values, skills and knowledge needed to embark on a life-long journey to success.” This is what The Journey School will do every day for all the children. In the long-term we want to be known as a school where: “**All students love to learn, have access to a high-quality, individualized, technology embedded, standards-based curriculum with clearly defined and measurable expectations; presented by highly effective teachers and leaders in a safe, structured, creative, and nurturing learning environment that includes parent and community engagement. Students are empowered to be productive and contributing individuals in their school, local community, and the global society.**”

Meeting Norms: Turn off devices. Start promptly. Full involvement and attention from all. Mute themselves, when not speaking.

Segue: (5 minutes) Share a personal highlight since the last meeting

Financial Reporting and Approval:

Scorecard: (5 minutes) Report numbers relative to goals. Move issues to Identify – Discuss – Solve (IDS)

- *Review Principal's Report*

Description	Measurement(s)
Financials	
Enrollment	
ELL Students	
ELS Students	
Free and Reduced Lunch	
Prospects/Recruitments	
Wrap-Around Enrollment	
Test Scores	
Other?	

Rock Review: (5 minutes) Review status of each leadership team rock (“on track” or “off track”). (if a rock is off track or something is standing in the way of the rock completion immediately move to *Issues List*)

(Owner does not have to do it all, but has to own/be accountable to say “on track” or “off track”)

People Headlines: (5 minutes) (a moment where everyone in the room has an opportunity to share a negative or positive about someone in the organization, vendor, etc. that is important for all to know...)

To-Do List: (5 minutes) Insert action items from meeting. Done or not done?

Actions/Steps Required	Resources Needed	By Date	Point Person	Outcome/Measurement
Scott G to contact new board members for board training		9/23/2022	Scott G.	

IDS – Identify/Discuss/Solve: (60 minutes) Current Issues List - Prioritize. Start with #1-#3.

Priority	Topic	Solution (Who does what by when?)
	Financials	All approved
	Transportation	Discussions to take place with finance for purchasing a van Bus being donated to TJS – an old bus coming our way from Pilgrim – as a donation – looking for grant possibilities and the like – bus holds 35 students Another larger bus was donated – working to get operational Get something in place sooner than later for every parent and family to keep them in place Midwest – changed everything on us the Friday before school started and they dropped us Career Pathways looking also for partners and bussing Get transportation in place ASAP
	Building and Bond Work	SON Experience is working to sell the building

		<p>Discussions are in place for doing bond work to own the company</p> <p>Craig Kepler – is going to be serving as The Journey School lawyer for the bonding purposes – he will be charging the Journey School a fee – therefore, he has stepped down from The Journey School board for the time being</p> <p>Michelle Cambrice will be sending out documentation tonight for the board</p> <p>Travis and Michelle met with the bond dealers – Craig will represent us – steps are being taken to sell – student enrollment and projections will govern payments</p> <p>Educational Properties to explain to the board at the next meeting</p>
	Enrollment	148 currently – believe it will grow...people still calling for enrollment
	Fund Development	<p>Nothing to highlight currently</p> <p>Monthly meetings taking place</p> <p>Kicking off the new year</p> <p>Brainstorming fundraising ideas</p> <p>More information to come for us all to be engaged in fund development</p> <p>Restaurants – purchasing for percentages to school</p> <p>Gala – event planning starting to take</p>

Conclusion: (5 minutes) Tie up loose ends.

- Review and Recap To-Do List

New To-Do List: (5 minutes) Insert new action items from today's meeting – **see above to-do-list**

- **Conflict of interest review:**

- **Cascading Messages:** (What needs to be communicated? By/to whom, how, when?)
- **Rate this meeting:** (1-10) = (How can we improve?): 9, 9, 9, 8, 9, 9, 9, 9, 8 = 8.78 average
- **Next Meeting Date/Time/Location:**
 - **Thursday, 10/27/2022 at 6 p.m.**
 - **TJS (775 Lexington Pkwy N, St Paul, MN 55104) – Zoom if needed**
- **Meeting closing:** 6:43 p.m.