

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: January 28, 2021 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: 6:01 PM

Board Attendance

Board Member	Present	Excused Absence	Unexcused Absence
Brittany Barth	x		
Michelle Cambrice	x		
Scott Gostchock	x		
Michelle Ji	x		
Craig Kepler	x		
Zayed Lamu		x	
Angela Silver	x		
Rick Waldschmidt		x	
Nicole Zagrzebski	x		
Scott Kloetzke	x		

Participants: Mark Wrightsman

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.

Financial Reporting and Approval

- o 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	

- o Motion unanimously approved by the board

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

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*)

Proposed goals for staff for the upcoming academic year – done in January 2021.

(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...)

3

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
Follow-Up with the Schultz Foundation Grant		Ongoing	Scott Gostchock	Potential grant realized

International Dinners		Fall 2020	Shannon Gostchock	Hold off for now
Discuss line of credit		February of 2021	Chuck Herdegen Brittany Barth Angela Silver	Complete as soon as possible
Development Work Discussions and Actions Working on Gertens, Chipotle, Wal Mart, Gala event, etc.	Establish next meeting date	February 4, 2021 at 5 p.m.	Michelle Ji	Team Members: Scott Gostchock Michelle Ji Brittany Barth Reach out to Angela for specific help as needed
Community Dinners		On hold	Kevin Davis + Shannon Gostchock	Hopefully, start up finalized
Healix health event to be potentially hosted at TJS, date and funding to be determined, payments to be determined		February 2021	Michelle Cambrice and Shannon Gostchock	

Stock donation to be sold(reinvested in t-bills) to be in compliance with charter school fund management		February 2021	Finance Committee	
The team will continue to explore options of a second site		February 2021	Scott Gostchock Michelle Cambrice	
Per auditors suggestions, update and review financial processes		February 2021	Brittany Barth Angela Silver	
Explore in person/hybrid board meeting for March		March 2021	Scott Gostchock	
Finalize proposal with Fox Advancement		February 4, 2021	Scott Gostchock	

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

Priority	Topic	Solution (Who does what by when?)
	Second site expansion?	Exploration continues more details to come to the board for consideration and decision making

	MDE Grant	Approved by reviewers, in process of securing from MDE = \$175,000.00 potential <ul style="list-style-type: none"> Approve policies associated with this grant and TJS
--	----------------------	--

	Health Care Initiative	Healix does a blood draw and basic checks; run a battery of tests; give sequential reports (green, yellow, red) each year; show metrics for health; can be early catchers of problems and reinforce healthy habits and lives; on hold till January
	Fundraising	Old National: we won \$5000 Proposal from Fox Advancement Donors: \$26,002 pharmaceutical and other stock donation value Chipotle: February 15 at Roseville location (2720 Lincoln Drive) from 4pm-8pm
	Financials — general overview, past due invoices and payments, other...	

- 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 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
-

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?): 10, 10, 10, 9.5, 10,10, 8, 8, 9

- **Next Meeting Date/Time/Location:**

- **2/25/2020 6 p.m.**
- **TJS (775 Lexington Pkwy N, St Paul, MN 55104) – Zoom if needed**

- Meeting closing: 7:13 PM

	1	2	3	4	5	6	7	8
Michelle Cambrice	Achiever	Deliberative	Relator	Focus	Individualization	Arranger	Command	Significance
Kathy Gold	Consistency	Harmony	Intellection	Empathy	Input			
Andrew Lundquist	Achiever	Relator	Responsibility	Significance	Competition			
Sheila Shambley	Learner	Restorative	Arranger	Strategic	Relator			
Shannon Gostchock	Consistency	Empathy	Achiever	Adaptability	Intellection	Developer	Input	Responsibility
Kevin Davis	Strategic	Positivity	Developer	Responsibility	Relator	Achiever	Input	Connectedness
Shawn Baker	Analytical	Significance	Belief	Responsibility	Consistency			
Angela Silver	Achiever	Relator	Harmony	Focus	Empathy			
Brittany Barth	Analytical	Relator	Significance	Focus	Achiever			
Nicole Zagrzebski	Developer	Connectedness	Empathy	Responsibility	Consistency			
Mark Wrightsman	Learner	Arranger	Responsibility	Achiever	Activator	Focus	Futuristic	Belief
Judith Darling	Achiever	Harmony	Intellection	Input	Focus	Relator	Restorative	Responsibility
Michelle Ji	Relator	Arranger	Communication	Analytical	Responsibility			
Craig Kepler	Intellection	Relator	Learner	Input	Responsibility	Connectedness	Context	Ideation

Wesley Tucker	Restorative	Arranger	Includer	Consistency	Achiever	Analytical	Significance	Competition
Scott Gostchock	Relator	Achiever	Responsibility	Learner	Discipline	Communication	Individualize	Belief