

**The Journey Schools (TJS): Level 10 Meeting Agenda**

**Date: June 24, 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 p.m.

**Board Attendance**

<b>Board Member</b>	<b>Present</b>	<b>Excused Absence</b>	<b>Unexcused Absence</b>
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:** Travis Berends

**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**

- 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

**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*)

(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
Line of credit	Creating reports needed to submit to get this approved	July of 2021	Travis Berends Brittany Barth Angela Silver	Complete as soon as possible
Healix health event to be held in August per their availability		August 2021	Michelle Cambrice and Shannon Gostchock	

Luther grant between \$5,000 and \$20,000 and Ciresi Walburn	Waiting to hear back	July, 2021	Michelle Cambrice Scott Gostchock	
Lease Amendments	Food services? Other changes? Insurance?	June, 2021	Craig Kepler and Michelle Cambrice	
Budget will be reviewed and sent out to the entire board for review		June of 2021	Brittany Barth and Finance Team	Approved at the next school board meeting
Fund Development		Meeting June 10, 2021 at 5 p.m.	Michelle Ji will send out an invite	All invited
Student achievement data	Reports and findings	June of 2021	Michelle Cambrice	Will send out to all for review and discussion at the

				next board meeting
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Secretary on the Board	Everyone consider serving in this role	July of 2021	Scott will bring up again at the next board meeting and then will reach out individually	
Refinance Van loan – currently 7.99%		July of 2021	Brittany Barth	
Charter School Day Sunday, August 29		Purchase by August 6, 2021	Brittany Barth will send an email	

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

Priority	Topic	Solution (Who does what by when?)
	Financials – <ul style="list-style-type: none"> <li>• Budgeting</li> <li>• Financial Policies</li> <li>• Approval of Financials for May • Approve Budget for 2021/22 School Year</li> </ul>	<ul style="list-style-type: none"> <li>• Expected surplus of an estimated \$72,000 at the end of June 2021</li> <li>• State Aid - \$1,289.00 coming in this month</li> <li>• Everything for current year is running right on track</li> <li>•</li> </ul>
	Student Achievement	Michelle Cambrice sent out all of the information for us
	Fundraising	Met with Fox Advancement – <ul style="list-style-type: none"> <li>• New 6 month contract</li> <li>• Grant writing at \$125 per hour for assistance</li> <li>• Will run estimated time, involvement, and costs with us ahead of time</li> </ul>

		<ul style="list-style-type: none"> <li>• 2 grants – St. Paul Foundation; and one other being explored</li> <li>• \$70,000.00 in grants in the pipeline</li> </ul>
	Marketing – student outreach	Continues to reach out for enrollment
	Food Services	Fruits and vegetables grant received Chefs and full food services will be under The Journey School budget and supervision
	Secretary	Scott will reach out...
	Board Election	Names, suggestions, and ideas please let us all know
	IQS	End of year review coming in August

**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?)

- Scott G will call Nicole Z. to update and review

- **Rate this meeting:** (1-10) = (How can we improve?): 10, 9, 10, 10, 9, 9, 9 = 9.55

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

- **7/22/2021 6 p.m.**
- **TJS (775 Lexington Pkwy N, St Paul, MN 55104) – Zoom if needed**

● **Meeting closing: 7:04 p.m.**

**The Journey School Strengths**

	1	2	3	4	5	6	7	8
<b>Michelle Cambrice</b>	Achiever	Deliberative	Relator	Focus	Individualization	Arranger	Command	Significance
<b>Kathy Gold</b>	Consistency	Harmony	Intellection	Empathy	Input			
<b>Andrew Lundquist</b>	Achiever	Relator	Responsibility	Significance	Competition			
<b>Sheila Shambley</b>	Learner	Restorative	Arranger	Strategic	Relator			
<b>Shannon Gostchock</b>	Consistency	Empathy	Achiever	Adaptability	Intellection	Developer	Input	Responsibility
<b>Kevin Davis</b>	Strategic	Positivity	Developer	Responsibility	Relator	Achiever	Input	Connectedness
<b>Shawn Baker</b>	Analytical	Significance	Belief	Responsibility	Consistency			
<b>Angela Silver</b>	Achiever	Relator	Harmony	Focus	Empathy			
<b>Brittany Barth</b>	Analytical	Relator	Significance	Focus	Achiever			
<b>Nicole Zagrzebski</b>	Developer	Connectedness	Empathy	Responsibility	Consistency			

<b>Mark Wrightsman</b>	Learner	Arranger	Responsibility	Achiever	Activator	Focus	Futuristic	Belief
<b>Judith Darling</b>	Achiever	Harmony	Intellection	Input	Focus	Relator	Restorative	Responsibility
<b>Michelle Ji</b>	Relator	Arranger	Communication	Analytical	Responsibility			
<b>Craig Kepler</b>	Intellection	Relator	Learner	Input	Responsibility	Connectedness	Context	Ideation
<b>Wesley Tucker</b>	Restorative	Arranger	Includer	Consistency	Achiever	Analytical	Significance	Competition
<b>Scott Gostchock</b>	Relator	Achiever	Responsibility	Learner	Discipline	Communication	Individualize	Belief

7

<b>Melanie Baker</b>	Achiever	Connectedness	Context	Analytical	Arranger	Input	Learner	Responsibility
<b>Jon Voss</b>	Empathy	Adaptability	Developer	Positivity	Woo			
<b>Alexandra Yakin</b>	Positivity	Achiever	Strategic	Woo	Communication			
<b>Tyrell Sledge</b>	Achiever	Includer	Positivity	Communication	Arranger			
<b>Monica Barrerea Ramirez</b>	Includer	Restorative	Adaptability	Discipline	Empathy			
<b>Madeline Richards</b>	Input	Relator	Intellection	Connectedness	Learner			
<b>Madison Hare</b>	Learner	Restorative	Developer	Achiever	Responsibility	Belief	Adaptability	Harmony
<b>Evelyn Boone</b>	Learner	Input	Responsibility	Restorative	Developer			



