

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: May 27, 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: 6:02 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		
Zayed Lamu		X	
Angela Silver	X		
Rick Waldschmidt		X	
Nicole Zagrzebski	X		
Scott Kloetzke		X	

Participants: Luli Axhijaj

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 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	

- 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...)

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	June of 2021	Chuck Herdegen 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	
More financial policies being researched for implementation i.e. MACS policies...		April 2021	Brittany Barth Angela Silver	
Explore in person/hybrid board meeting for July		April 2021	Scott Gostchock	
Luther grant between \$5,000 and \$20,000 and Ciresi Walburn	Waiting to hear back	June, 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
Secretary on the Board	Everyone consider serving in this role	June of 2021	Scott will bring up again at the next board meeting and then will reach out individually	

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"> • Budgeting • Financial Policies • Approval of Financials for March and April 	Budgeting is in process. We will approve at the next board meeting. Brittany will be researching it more and have it ready for approval.
	Student Achievement	Michelle Cambrice will be getting data and reports to us in June

	Fundraising	Grants being submitted – latest grant submitted (Fox Advancement), Ciresi Walburn
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		<p>Gertens profit - \$442.92 – awesome; do a holiday Gertens</p> <p>Next fund development meeting is Thursday, June 10 at 5 p.m. – Michelle Ji</p>
	Marketing	<p>Fliers, Open House at Science and Fine Arts Fair, Increased Social Media, word of mouth</p> <p>Stepping Stone Theater – rent out the building from June 21 to 3rd week of August, doing summer camps at TJS and use our lunch program, TJS students can attend future productions and take classes through them</p>
	Food Services	TJS is taking over food services
	Secretary	Everyone consider willingness to serve as such

	Board Election	<p>Potential new board members Amending by-laws concerning annual meeting</p> <p>First election – every seat is up for election, minimum of 5, maximum of 9 or 11, in advance of the election we need to decide on change of size of board, discretion to change size would be best before election</p> <p>Make sure process is very clear, documented, and followed well</p> <p>Luli will share good examples of procedures, policies, etc.</p>
	IQS	<p>Luli – was here to provide support and oversight with governance, and will share his report and feedback with Scott G. and Michelle C., and with IQS, all seems to be in good compliance</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?)

- Scott G. will follow-up with Scott K.

- **Rate this meeting:** (1-10) = (How can we improve?): 10, 9.5, 10, 9, 9, 9, 9.5

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

- **6/24/2021 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
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

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