

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: September 23, 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: 6:02pm

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:

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 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

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...

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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	September of 2021	Travis Berends Brittany Barth Angela Silver	Done
Luther grant between \$5,000 and \$20,000	Waiting to hear back	October, 2021	Michelle Cambrice Scott Gostchock	

Ciresi Walburn new grant being submitted		September 30, 2021	Michelle Cambrice with Fox Advancement	Denied
Lease to be signed	Food services? Other changes? Insurance?	September, 2021	Craig Kepler and Michelle Cambrice	Done
Secretary on the Board	Everyone consider serving in this role	October of 2021	Scott will bring up again at the next board meeting and then will reach out individually	
St. Paul foundation grant – 3 different grants waiting to hear		September, 2021	All of the board send Fox	denied

back possible totaling \$105,000			Advancement- their thoughts	
Fund Raising Meeting		September 2- at 5 p.m.	Zoom led by Michelle Ji	Listed below
Connect Shannon and Michelle Ji School Supplies		ASAP	Michelle Ji	

Adding 2 new people to fund raising committee		By October 7th	Michelle Ji	
Board signing Corporate Resolution to Borrow/Grant collateral		“wet ink” signature needed by 10/31/21	Scott G, Michelle J, Craig K, Scott K, Angela S, Nichole Z.	Complete ASAP. Work with Shannon for emailing/scanning signature
Prepare for Board Elections		Spring 2022	Board Members	Review bylaws
Discuss need for second van		Oct 2021 Meeting	Board	

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

Priority	Topic	Solution (Who does what by when?)
	Financials – Van Refinance	Approved
	Start of School	
	Fundraising –	October 7 th , 5pm next meeting
	Marketing – student outreach - Enrollment	

	Partnering Opportunities with day treatment center	Continues to be a work in progress (Jan 2022?) – waiting to hear back from local districts concerning funding, getting Brittany and Travis involved with financials moving forward
	Email from Westwood Schools – District 16	TJS does not have an obligation to disclose the enrollment or other information of minor students

- 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

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?) Brittany to discuss with Scott G.

- **Rate this meeting:** (1-10) = (How can we improve?): 8, 9, 10, 10, 10, 8

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

- 10/28/2021 6 p.m.
- TJS (775 Lexington Pkwy N, St Paul, MN 55104) – Zoom if needed

- **Meeting closing:** 7:01

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
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	Intellecion	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 Barrera 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			