

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: January 26, at 6 p.m.

Zoom Meeting

(Brittany 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 | | |
| Michelle Ji | x | | |
| Angela Silver | x | | |
| Nicole Zagrzebski | | x | |
| Amanda Neumann | | x | |
| Alainna Mattson | 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.

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

Approve the Agenda

Motion made January 26, 2023 to accept the agenda for The Journey School Board meeting on such date. Moved by Michelle Ji and seconded by Alainna Mattson

| Board Member | Voted Yay | Voted Nay |
|--------------|-----------|-----------|
| Barth | x | |
| Neumann | x | |
| Mattson | x | |
| Silver | x | |
| Ji | x | |

- o Motion unanimously approved by the board

Financial Reporting and Approval:

Motion made January 26,2023 to approve the November 2022 financials. Moved by Brittany Barth and seconded by Angela Silver.

| | Yay | Nay |
|---------|-----|-----|
| Barth | x | |
| Ji | x | |
| Neumann | x | |
| Silver | x | |
| Mattson | x | |

- o Motion unanimously approved by the board

Motion made January 26,2023 to approve the December 2022 financials. Moved by Brittany Barth and seconded by Michelle Ji.

| | Yay | Nay |
|---------|-----|-----|
| Barth | x | |
| Ji | x | |
| Neumann | x | |
| Silver | x | |
| Mattson | x | |

- Motion unanimously approved by the board

Approve the Minutes

Motion made January 26, 2023 to approve the December 2022 minutes. Moved by Amanda Neumann and seconded by Brittany Barth.

| | Yay | Nay |
|---------|-----|-----|
| Barth | x | |
| Ji | x | |
| Neumann | x | |
| Silver | x | |
| Mattson | x | |

Motion unanimously approved by the board

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

● *Review Principal's Report*

| Description | Measurement(s) |
|------------------------|-----------------------|
| Financials | |
| Enrollment | 145 |
| ELL Students | |
| ELS Students | |
| Free and Reduced Lunch | |

| | |
|------------------------|--|
| Prospects/Recruitments | |
| 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 |
|------------------------|------------------|---------|--------------|---------------------|
| | | | | |

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

| Priority | Topic | Solution (Who does what by when?) |
|----------|----------------|--|
| | Financials | |
| | Transportation | Current bussing going smoothly. Small bus was Donated from Pilgrim at TJS now. Needs updates. Van has a route again. |

| | | |
|--|----------------------------|---|
| | Building and Bond Work | |
| | Enrollment | 145 |
| | Fund Development | Gala in spring, Restaurant fundraiser once a month. Come up with ideas to increase engagement, Wednesday at 4:30pm starting January. Set up calendar invite, bi weekly meetings may 6 5pm, Thurs/Fri/sat to setup/ theme mascaraed ball/Donation letters in process/encourage staff to attend. Setup booked/tables and chairs booked. Mandy or Michelle will send out the letter. Dinner fundraisers? Bring up in meeting. Gertains in the spring/Shannon setting up. |
| | Board Training | |
| | Conflict of Interest Forms | |

Conclusion: (5 minutes) Tie up loose ends.

- Review and Recap To-Do List

Promote Gala

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

- **Conflict of interest review:**

4

- **Cascading Messages:** (What needs to be communicated? By/to whom, how, when?)

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

- **Next Meeting Date/Time/location:**
 - **2/23/2023 at 6 p.m.**

- **TJS** (775 Lexington Pkwy N, St Paul, MN 55104) – Zoom if needed

- **Meeting closing: 6:26pm**