

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: February 23,2023 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: 6:01PM

Board Attendance

Board Member	Present	Excused Absence	Unexcused Absence
Brittany Barth	x		
Michelle Cambrice	x		
Michelle Ji	x		
Angela Silver	x		
Amanda Neumann	x		
Alainna Mattson	x		

Participants: Brittany Albury

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 February 23, 2023 to accept the agenda for The Journey School Board meeting on such date. Moved by Brittany Barth and seconded by Michelle Ji.

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 February 23,2023 to approve the January 2023 financials. Moved by Brittany Barth and seconded by Alainna Mattson.

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

- o Motion unanimously approved by the board

Approve the Minutes

Motion made February 23, 2023 to approve the January 2023 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
Lease review	Legal/lawyer	Next Board Meeting March,23,2023	Brittany Barth	

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

Priority	Topic	Solution (Who does what by when?)
	Financials	The finance committee is working with landlord and UBC (unaffiliated building company)
	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	<ul style="list-style-type: none"> 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,

		<p>Thurs/Fri/sat to setup/ theme mascaaed ball/Donation letters in process/encourage staff to attend. Setup booked/tables and chairs booked.</p> <ul style="list-style-type: none"> • Staff engagement • Companies to start purchasing tables • Goal: 20,000 • Looking for donation for silent auctions • Mandy or Michelle will send out the letter. • Restaurant fundraiser Famous Daves \$158.00 • Gertains up and posted
	Board Training	Log on and start
	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**

- Lender comes back with solution, may need to vote on as a board.
 - Would call a special meeting.

● **Conflict of interest review:**

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

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

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

- **3/23/2023 at 6 p.m.**
- **TJS (775 Lexington Pkwy N, St Paul, MN 55104) – Zoom if needed**

- **Meeting closing:6:25pm**