

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: May 25, 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: 6:02pm

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 | | |
| Nicole Zagrzebski | X | | |
| Scott Kloetzke | | x | |

Participants: Mick McGibbon, Jennifer Lee, Travis Berends, Luli Axbijaj

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 May 25, 2023 to accept Scott Kloetzke resignation effective May 25,2023 from the board for The Journey School. Moved by Brittany Barth and seconded by Angela Silver.

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

- o Motion unanimously approved by the board

Motion made May 25, 2023 to accept the agenda for The Journey School Board meeting on such date. Moved by Alainna Mattson and seconded by Michelle Ji

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

| | | |
|------------|---|--|
| Zagrzebski | x | |
|------------|---|--|

- o Motion unanimously approved by the board

Motion made May 25, 2023 to accept the approval of the 2023 revised budget and 2024 Original Budget. Moved by Brittany Barth and seconded by Angela Silver.

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

- o Motion unanimously approved by the board

Financial Reporting and Approval:

Motion made May 25, 2023 to approve the April 2023 financials. Moved by Brittany Barth and seconded by Michelle Ji.

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

- o Motion unanimously approved by the board

Approve the Minutes

Motion made May 25, 2023 to approve the April 2023 minutes. Moved by Brittany Barth and seconded by Amanda Neumann.

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

- o 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 | 70 for next year so far |
| ELL Students | |
| ELS Students | |
| Free and Reduced Lunch | |
| Prospects/Recruitments | |
| Test Scores | Went over Groves based off of aims web testing |
| Other? | |

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...)

Had a really successful gala. Big thanks for all the hard work all around!

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 June 2023 | Brittany Barth | |
| Enrollment | All staff | Next Board Meeting June 2023 | Mandy Neumann | |
| Total Gala | Shannon | June 1,2023 | 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 | 130 |

| | | |
|--|----------------------------|--|
| | Fund Development | |
| | Board Training | Log on and start when complete sent copy of certificate to Mandy and Michelle IQS offering training. Brittany sent out a link for registration. |
| | Conflict of Interest Forms | |

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:**

4

- **Cascading Messages:** (What needs to be communicated? By/to whom, how, when?) Let Shannon know Brittany is stopping by for Gala count.

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

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

- **6/21/2023 at 6 p.m.**
- **TJS (775 Lexington Pkwy N, St Paul, MN 55104) – Zoom if needed**

- **Meeting closing:7:05pm**