

**The Journey Schools (TJS): Level 10 Meeting Agenda**

**Date: August 24, 2023 at 6 p.m.**

**Zoom Meeting**

<https://pmgh.zoom.us/j/7062566311?pwd=Zk9QeIZXdGZqa204MVFTSIZNVkMxZz09>

TJS (775 Lexington Pkwy N, St Paul, MN 55104)

**Meeting Start Time: 6:02pm**

**Board Attendance**

<b>Board Member</b>	<b>Present</b>	<b>Excused Absence</b>	<b>Unexcused Absence</b>
Brittany Barth	x		
Michelle Cambrice	x		
Michelle Ji	x		
Angela Silver	x		
Amanda Neumann	x		
Alainna Mattson	x		
Nicole Zagrzebski		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.

**Community/Public Comments:** (5-10minutes)

*Comment is the only open forum of tonight’s meeting. It is an opportunity to present an issue or*

concern to the Board of Directors. There is a maximum of ten minutes set aside for Community Comment. Each presentation should be limited to no more than two minutes. If your item needs follow-up from the board and/or staff, or will require research etc., a decision may not be made during tonight’s meeting. Thank you for coming

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

**Conflict of Interest Review:**

**Approve the Agenda**

- Motion made August 24, 2023 to accept the agenda for The Journey School Board meeting on August 24, 2023. Moved by Brittany Barth and seconded by Angela Silver.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
Ji	x	

- Motion unanimously approved by the board

**Other Approvals:**

- Motion made August 24, 2023 to accept the resignation of Amanda Neumann from the board of directors. Moved by Brittany Barth and seconded by Michelle Ji.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
Ji	x	

- Motion unanimously approved by the board

- Motion made August 24, 2023 to approve the blacktop construction project with Blacktop Central. Moved by Brittany Barth and seconded by Alainna Mattson.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
Ji	x	

- o Motion unanimously approved by the board

- Motion made August 24, 2023 to approve Michelle Cambrice revoking the school’s election to use St. Paul Public School District transportation and revise its transportation election to receive transportation funds directly. Michelle Cambrice is also to directly notify St. Paul Public Schools and MDE of this decision. Moved by Brittany Barth and seconded by Alainna Mattson.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
Ji	x	

- o Motion unanimously approved by the board

- Motion made August 24, 2023 to approve using Student Safe Transportation for bussing services for the 2023/2024 school year. Moved by Brittany Barth and seconded by Michelle Ji.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
Ji	x	

- o Motion unanimously approved by the board

- Motion made August 24, 2023 to approve the updated Capital Assets Capitalization Policy. With a \$5000-dollar threshold. As recommended by Bergan KDV. Moved by Brittany Barth and seconded by Alainna Mattson.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
Ji	x	

- Motion unanimously approved by the board

- Motion made August 24, 2023 to authorize Michelle Cambrice to work with The SON Experience to find a buyer for the facility, that is also a tax-exempt organization, that would agree to serve as a landlord for the Charter School, at roughly a \$5m purchase price, with \$1.5m of Seller's Carry-back note and estimated 7% interest rate. Moved by Brittany Barth and seconded by Alainna Mattson.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
Ji	x	

- Motion unanimously approved by the board

**Financial Reporting and Approval:**

No financials until September meeting

**Approve the Minutes:**

- Motion made August 24, 2023 to approve the June 2023 minutes. Moved by Brittany Barth and seconded by Michelle Ji.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
Ji	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 updating at September meeting.*

Description	Measurement(s)
Financials	
Enrollment	
ELL Students	
ELS Students	
Free and Reduced Lunch	
Prospects/Recruitments	
Test Scores	
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...

**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
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Lease review	Legal/lawyer	On Hold	Brittany Barth	Meeting happen, complete.
Enrollment	All staff	2023-24 school year	Mandy Neumann	170 is the goal, ongoing.
Total Gala	Shannon	July 1,2023	Brittany Barth	\$20,000
TJS Beautification GoFundMe – Spread the word	All	\$850 and Ongoing	Mandy Neumann	Raise \$50,000
Review Board Development Plan	Brittany	Wed, Sept 27	Brittany Barth	

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

Priority	Topic	Solution (Who does what by when?)
1	Building and Bond Work	
2	Future meetings location	Starting January 2024 meeting. Move board meeting to fourth Wednesday of every month at 4:45pm (Wed, Sept 27,2023 etc...) Add to school calendar.
3	Enrollment	Brainstorm ideas to reach out.
4	Board Members	Min of 5. Parent and teacher. Have two parents that want to join and Scott Kloetzke. Goal is 9 members. Invite next week and make motion to approve them as board members and except Nicole resignation as well.
	Financials	
	Transportation	
	Fund Development	
	Board Development Plan	Per statue: must be approved by the Board and followed that includes the yearly training and the initials required training for the new Board members and included in the annual report.

	Conflict of Interest Forms	
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**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

- **Cascading Messages:** (What needs to be communicated? By/to whom, how, when?) Reach out to potential future board members, and send date and elect at that time.
- **Rate this meeting:** (1-10) = (How can we improve?): 10,10,10,10,10!!!!
- **Next Meeting Date/Time/location:**
  - **8/27/2023 at 4:45p.m.**
  - **TJS (775 Lexington Pkwy N, St Paul, MN 55104)** – Zoom if needed
- **Meeting closing:6:57pm**