

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: October 25, 2023 at 4:45 p.m. Zoom

Meeting

<https://pmqh.zoom.us/j/7062566311?pwd=Zk9QelZXdGZqa204MVFTSIZNVkMxZz09>

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

Meeting Start Time: 4:48pm

Board Attendance

Board Member	Present	Excused Absence	Unexcused Absence
Brittany Barth	X		
Michelle Ji		x	
Angela Silver	X		
Alainna Mattson	X		
Cherese Williams	X		

Participants: Michelle Cambrice, Amanda Neumann, Tasha Williams, Walt Stull

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 October 25, 2023 to accept the agenda for The Journey School Board meeting on October 25, 2023. Moved by Alainna Mattson and seconded by Brittany Barth.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
C.Williams	x	

- Motion unanimously approved by the board

Other Approvals:

- Motion made October 25,2023 to accept Latasha Williams as a new board parent member. Moved by Brittany Barth and seconded by Alainna Mattson.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
C Williams	x	

- Motion unanimously approved by the board

Financial Reporting and Approval:

- Motion made October 25,2023 to approve the September 2023 financials. Moved Brittany Barth and seconded by Alainna Mattson.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
C Williams	x	

- Motion unanimously approved by the board

- Motion made October 25,2023 to approve the 2023 Audit Report. Moved Brittany Barth and seconded by Chereese Williams.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
C Williams	x	

- Motion unanimously approved by the board

Approve the Minutes:

- Motion made October 25, 2023 to approve the September 2023 minutes. Moved by Brittany Barth and seconded by Alainna Mattson.

Board Member	Voted Yay	Voted Nay
Barth	x	
Mattson	x	
Silver	x	
C Williams	x	

- Motion unanimously approved by the board

Policy Review: Capital asset policy.

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	Resources	By Date	Point	Outcome/Mea
Required	Needed		Person	surement
Lease review	Legal/lawyer	On Hold	Brittany Barth	Meeting happen, complete. Anyone know pro bono lawyer to look at the lease.
Enrollment	All staff	2023-24 school year	Mandy Neumann	170 is the goal, ongoing. Need enrollment recruiter.
TJS Beautification GoFundMe – Spread the word	All	\$1000 and Ongoing	Mandy Neumann	Raise \$5,000 Will close?
Review Board Development Plan	Brittany	Nov 8, 2023	Brittany Barth	
Enrollment projections for next 3 years.	Brittany Barth and Michelle Gambrice	-done	Brittany Barth	Send to Travis
Bussing		In progress	Angela Silver	

Grants	All board members	Nov 15,2023		Researching grants, grant writing experience, etc..
Enrollment initiatives	Cherese and Tasha, Alainna	Nov 15, 2023		Middle schools and preschools

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	
	Financials	
	Fund Development	Gala May 4,2024.
	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	

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?). Brittany to follow up with Michelle Ji and fund development group.
- **Rate this meeting:** (1-10) = (How can we improve?): 9,8,9,10,9,10,10
- **Next Meeting Date/Time/location:**
 - November 15, 2023 at 4:45pm
 - **TJS (775 Lexington Pkwy N, St Paul, 55104)** – Zoom if needed
- **Meeting closing: 5:41pm**