

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: August 27,2024 at 3:30 p.m.

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

Guests may join in person or by zoom:

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

Meeting Start Time: 3:33pm

Board Attendance

Board Member	Present	Excused Absence	Unexcused Absence
Brittany Barth	x		
Michelle Ji	x		
Alainna Mattson		x	
Cherese Williams	x		
Latasha Williams		x	

Participants : Michelle Cambrice, Amanda Neumann, Karen Ruth-Jarmon

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 27, 2024 to accept the agenda for The Journey School Board meeting on August 27,2024. Moved by Brittany Barth seconded by Cherese Williams.

Board Member	Voted Yay	Voted Nay
Barth	x	
Ji	x	
C Williams	x	

- Motion unanimously approved by the board

Financial Reporting and Approval:

- Motion made August 27,2024 to approve the May 2024 financials. Moved by Brittany Barth and seconded by Michelle Ji.

Board Member	Voted Yay	Voted Nay
Barth	x	
Ji	x	
C Williams	x	

- Motion unanimously approved by the board

Approve the Minutes:

Motion made August 27,2024 to approve the May 2024 minutes. Moved by Brittany Barth and seconded by Michelle Ji.

Board Member	Voted Yay	Voted Nay
Barth	x	
Ji	x	
C Williams	x	

- o Motion unanimously approved by the board

- No Quorum in June 2024 board meeting.

Other Approvals:

- Motion made August, 27, 2024 to accept the following members for the stated term limits. Brittany Barth for 2 years, Michelle Ji for 2 years, Scott Kloetzke for 3 years, Karen Ruth-Jarmon for 1 year, and Taylor Skoglund 1 year Moved by Cherese Williams and seconded by Brittany Barth.

Board Member	Voted Yay	Voted Nay
Barth	x	
Ji	x	
C Williams	x	

- o Motion unanimously approved by the board

Policy Review: Procurement and Contracting 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...

Director’s Report: (time allotted for Director’s report including enrollment, school activities, academic performance, etc.)

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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Send policies and procedures	email	Sept 6,2024	Brittany Barth	
Send out board training	email	Sept 13,2024	Brittany Barth	
Policy Review		Sept 18,2024	All Members	Send comments to Brittany Barth

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

Priority	Topic	Solution (Who does what by when?)
	Enrollment	Brainstorm ideas to reach out.
	Financials	Audit in session
	Fund Development	Continue to look for Grant Opp
	Grants	Karen Ruth-Jarmon looking up give to the Max

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.
- **Rate this meeting:** (1-10) = (How can we improve) 9,8,9,10,9,10
- **Next Meeting Date/Time/location:**

September 25, 2024 at 4:45pm at **TJS** (775 Lexington Pkwy N, St Paul, 55104) – Zoom Guests Only

- **Meeting closing: 4:09pm**