

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

**Date: October 29,2024 at 4:45 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:**

**Board Attendance**

<b>Board Member</b>	<b>Present</b>	<b>Excused Absence</b>	<b>Unexcused Absence</b>
Brittany Barth			
Michelle Ji			
Alainna Mattson			
Cherese Williams			
Latasha Williams			
Scott Kloetzke			
Karen Ruth-Jarmon			
Taylor Skoglund			

**Participants :** Michelle Cambrice and Amanda Neumann

**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 29, 2024 to accept the agenda for The Journey School Board meeting on October 29,2024. Moved by x seconded by x.

Board Member	Voted Yay	Voted Nay
Barth		
Mattson		
Ji		
Kloetzke		
L Williams		
C Williams		
Karen Ruth-Jarmon		
Taylor Skoglund		

- Motion unanimously approved by the board

**Financial Reporting and Approval:**

- Motion made October 29,2024 to approve the September 2024 financials. Moved by x and seconded by x.

Board Member	Voted Yay	Voted Nay
Barth		
Mattson		
Ji		
Kloetzke		
L Williams		
C Williams		
Karen Ruth-Jarmon		
Taylor Skoglund		

- Motion unanimously approved by the board

**Approve the Minutes:**

Motion made October 29,2024 to approve the September 2024 minutes. Moved by x and seconded by x.

Board Member	Voted Yay	Voted Nay
Barth		
Mattson		
Ji		
L Williams		
C Williams		
Karen Ruth-Jarmon		
Taylor Skoglund		

- Motion unanimously approved by the board

**Other Approvals:**

**Policy Review:** Library and Student Journalism

**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
organize policies and procedures. Clarify them on the website.	Amanda Neumann & Shannon G	Oct 29,2024	Brittany Barth	
Start Board Training within 6 months of starting board.	Everyone HR/Finance/Governance	Dec.	Brittany Barth	
Policy Review	Send comments ahead of time to Brittany Barth	Oct 29,2024	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 Successful
	Fund Development	Continue to look for Grant Opportunity /Gala planning May 3,2024. Candy land theme.
	Grants	Karen Ruth-Jarmon looking up give to the Max. Waiting to hear back about the Minnesota Grant. As a board see if you can find opportunity.

**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)

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

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

● **Meeting closing:**