

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: April 23 ,2025 at 4:45 p.m.

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

Meeting Start Time:

Board Attendance

Board Member	Present	Excused Absence	Unexcused Absence
Brittany Barth			
Michelle Ji			
Cherese Williams			
Latasha Williams			
Scott Kloetzke			
Karen Ruth-Jarmon			

Taylor Skoglund			
Crystal Moe			

Participants: Michelle Cambrice, Amanda Neumann, and Taylor Wiz Marketing Team (Alec, Will, & Angelo)

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 April 23,2025 to accept the agenda for The Journey School Board meeting on April 23,2025. Moved by x seconded by x.

Board Member	Voted Yay	Voted Nay
Brittany Barth		
Michelle Ji		
Cherese Williams		
Latasha Williams		
Scott Kloetzke		
Karen Ruth-Jarmon		
Taylor Skoglund		
Crystal Moe		

- Motion unanimously approved by the board

Reporting and Approval:

- Motion made April 23,2025 to approve the March 2025 financials. Moved by x and seconded by x.

Board Member	Voted Yay	Voted Nay
Brittany Barth		
Michelle Ji		
Cherese Williams		
Latasha Williams		
Scott Kloetzke		

Karen Ruth-Jarmon		
Taylor Skoglund		
Crystal Moe		

- Motion unanimously approved by the board

Approve the Minutes:

Motion made April 23,2025 to approve the March 2025 minutes. Moved by x and seconded by x.

Board Member	Voted Yay	Voted Nay
Brittany Barth		
Michelle Ji		
Cherese Williams		
Latasha Williams		
Scott Kloetzke		
Karen Ruth-Jarmon		
Taylor Skoglund		
Crystal Moe		

- Motion unanimously approved by the board

Other Approvals:

Motion to approve IQS as The Journey School's Authorizer for the next three years per Contractual agreement. Moved by x and seconded by x.

Board Member	Voted Yay	Voted Nay
Brittany Barth		
Michelle Ji		
Cherese Williams		
Latasha Williams		
Scott Kloetzke		
Karen Ruth-Jarmon		
Taylor Skoglund		
Crystal Moe		

- Motion unanimously approved by the board

Policy Review:

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
TJS Video	Ellie and Karen	Apr 2025	Amanda Neumann	Send to Karen before and then Review with board
Summer Kickback		July 2025	Latasha Williams Michelle Cambrice	street access, vendors, food truck 10-20% goes back to school. Create community partnerships.
Open house	Shannon, Michelle, and Mandy will figure dates.	June, July, & Aug 2025	Michelle Cambrice	Coffee hour/visit.
Shadow Day	In school session during science and fine arts fair	May 16 2025	Michelle Cambrice	Newsletter Danica
Line of credit	Taylor Skoglund and Brittany Barth	April 23 2025	Brittany Barth	In process (tradition Capitol bank would have to switch) Best to switch in the summer
Sign conflict of interest and board assurances	Board Members	3/28/25	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	
	Financials	

	Fund Development	<p>April 23 11-8 Punch Fundraiser 25% proceeds. Mention TJS25 code. Works online as well. Flyer to advertise.</p> <p>Auction items needed/ Focus on corporate donations so we don't miss cut off dates. Sell more cooperate tables</p> <p>Continue to look for Grant Opportunity /Gala planning May 3,2024. Candy land theme. Donation letter to board.</p>
	Grants	<p>As a board see if you can find opportunity.</p> <p>Adsis grant finished and turned in.</p> <p>Before and after school grant</p> <p>Language Grant</p> <p>Sauer family foundation</p> <p>Working with Marcus Fitzgerald.</p>

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 discuss with Ben Heldt of board ineligibility at this time.

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

● **Next Meeting Date/Time/location:** **May,2025 at 4:45pm** at **TJS (775 Lexington Pkwy N, St**

Paul, 55104)

- **Meeting closing:**