

The Journey Schools (TJS): Level 10 Meeting Agenda

Date: September 24th at 4:45 p.m.

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

Meeting Start Time: 4:51pm

Board Attendance

Board Member	Present	Excused Absence	Unexcused Absence
Brittany Barth	x		
Michelle Ji	x		
Scott Kloetzke		x	
Crystal Grundmeier	x		
Karen Ruth-Jarmon	x		
Taylor Skoglund	x		
Zayed Lamu	x		

Participants : Michelle Cambrice, Amanda Neumann, Cassie Williams, Suzanne Gilreath, Ann borgwardt, Ben Heldt

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

Name: TJS Board 2025
Date: August 2025

Employee Strengths



	Traction	Driving	Seeing	Interpersonal	Lifestyle	Wild Cards	Problem Identification	Problem Solving
Employee	1	2	3	4	5	6	7	8
Zayed Ahmed	Learner	Intellection	Relator	Input	Achiever	Belief	Responsibility	Individualization
Brittany Barth	Analytical	Relator	Significance	Focus	Achiever			
Michelle Cambrice	Achiever	Deliberative	Relator	Focus	Individualization	Arranger	Command	Significance
Marcus Fitzgerald	Learner	Connectedness	Responsibility	Positivity	Intellection	Belief	Achiever	Strategic
Scott Gostchock	Relator	Achiever	Responsibility	Learner	Discipline	Communication	Individualization	Belief
Benjamin Heldt	Connectedness	Intellection	Empathy	Input	Developer	Strategic	Learner	Includer
Michelle Ji	Relator	Arranger	Communication	Analytical	Responsibility			
Scott Kloetzke	Context	Connectedness	Maximizer	Intellection	Activator			
Crystal Moe	Empathy	Achiever	Includer	Developer	Positivity			
Amanda Neumann	Includer	Consistency	Achiever	Responsibility	Harmony			
Karen Ruth-Jarmon	Belief	Achiever	Learner	Developer	Arranger	Communication	Connectedness	Positivity
Taylor Skoglund	Arranger	Significance	Woo	Competition	Futuristic			
Cherese Williams	Empathy	Restorative	Developer	Individualization	Achiever	Learner	Belief	Relator
Latasha Williams	Communication	Adaptability	Includer	Woo	Responsibility	Arranger	Strategic	Connectedness

Conflict of Interest Review:

Approve the Agenda

- Motion made September 24, 2025 to accept the agenda for The Journey School Board meeting on September 24, 2025. Moved by Brittany Barth seconded by Taylor Skoglund.

Board Member	Voted Yay	Voted Nay
Michelle Ji	x	
Crystal Grundmeier	x	
Taylor Skoglund	x	
Karen Ruth-Jarmon	x	
Brittany Barth	x	
Zayed Lamu	x	

- Motion unanimously approved by the board

Reporting and Approval:

- Motion made September 24, 2025 to approve the August 2025 financials. Moved by Brittany Barth and seconded by Michelle Ji.

Board Member	Voted Yay	Voted Nay
Michelle Ji	x	
Brittany Barth	x	
Crystal Moe	x	
Taylor Skoglund	x	
Karen Ruth-Jarmon	x	
Zayed Lamu	x	

- Motion unanimously approved by the board

Approve the Minutes:

Motion made September 24, 2025 to approve the August 2025 minutes. Moved by Brittany Barth and seconded by Karen Ruth-Jarmon.

Board Member	Voted Yay	Voted Nay
Michelle Ji	x	
Brittany Barth	x	
Crystal Grundmeier	x	
Taylor Skoglund	x	
Karen Ruth-Jarmon	x	
Zayed Lamu	x	

- Motion unanimously approved by the board

Other Approvals:

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.)

Goal Review

To-Do List: (5 minutes) Insert action items from meeting. Done or not done?

90-day plan (December of 2025)				Owner	On	OFF
Expansion team formed to research multiple sites and potential high school				TS	x	
Strengthen fundraising team to achieve even higher goals - pick Gala theme and set and conduct regular meetings				MJ/MN	x	
Strengthen progress monitoring and creating a testing team for TJS				CG	x	
Continue to recruit and enroll students utilizing current strategies and team and renew contract with Taylor Wiz Recruiting				MC	x	
Create community presence enhancement team				KRJ/ZA	x	
Quarterly check-in with school leadership on strategic plan progress				BB	x	
Quarterly update and tracking on all board trainings				BB	x	
Gather needed materials for audit on a quarterly basis				MC	x	
Conduct monthly meetings for school board				BB	x	
Evaluate terms and commitment for current and potential school board members				BB	x	
Conduct background checks on any new board members as required				MC	x	
Review any and all conflict of interests				MC	x	
Hold quarterly reviews with finance committee and monthly reviews for approval of all financials				TS/BB	x	
Hold quarterly meetings as needed per any legal issues				MC/CK	x	
Review and set new 90-day goals				BB	x	
Actions/Steps Required	Resources Needed	By Date	Point Person	Outcome/measurement		

Michelle and Scott will connect Crisis Management		Sept	Michelle C and Scott	
Michelle Ji will check on security window film S2400 for The Journey School.		Sept	Michelle Ji	

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

Priority	Topic	Solution (Who does what by when?)
1	Enrollment/Taylor Wiz Recruiting	Going well. Want to use again. Renew the contract (ends in November).
	Financials	After Sept, re due budget based on student enrollment. Audit is finished.
	Fund Development	Start Sept 4pm Kentucky Derby Theme. Next meeting décor and food
	Grants	

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

Director shared student updates.

- **Rate this meeting:** (1-10) = (How can we improve) 8,10,10,10,10,9,10,9,9

© **Next Meeting Date/Time/location: October 22, 2025 at 4:45pm at TJS (775 Lexington Pkwy N, St Paul, 55104)**

- **Meeting closing: 5:41pm**