



Governance Council Meeting

Monday, Aug. 14 at 6:00 pm

Online via Google Meet: <http://meet.google.com/uye-pdxk-rvk>

- I. Call to order -president
 - A. Meeting called to order at 6:00 p.m.
- II. Affirmation of open session - president
- III. Acknowledge voting teachers for this session -[Voting teacher doc](#)
 - A. Voting teachers for this session are Jackie Adams and Carrie Phillips
- IV. Present/ Absent members_
 - A. Present: Kelly Nielsen, Jennah Armga, Katie Feldner, Bryan Nell, Brooke Knoll, Keela Disterhaft
 1. Admin/teachers present: Jackie Adams, Carrie Phillips, Chrissy Damm, Shawn Gartzke, Sheena Schroeder
 - B. Absent: Joe Michels
- V. Review & approval of minutes from July 2023 meeting:
 - A. <https://docs.google.com/document/d/1ld6NDIXA0-he5ymV66-bFNrmwCExXud0/edit>
- VI. Community Input
 - A. No community members present
- VII. Executive Team Report
 - A. President's report
 1. Summer planning items for review
 - a) Governance Board Overview - When council met for retreat on 8/3 it was determined that several items were out of date and needed to be reviewed/updated. The following items will be reviewed prior to next meeting, possibly approve during September meeting -
 - (1) [Bylaws](#)
 - (2) [Handbook](#)
 - (3) Protocol for making changes
 - b) Financial Goals - [Council doc](#) - **Annual Expenses** tab Reviewed money that council tends to spend and fundraise annually. Ideally would like to have a set amount of funds pre-approved prior to the start of each school year so that teachers don't need to submit proposals as events or needs come up. Katie gave an overview of current financial status and the proposed funds for specific events throughout the year.
 - (1) Discussion on potential cuts to expenses from previous year's spending



- (a) Magnets - the decision was made that teachers will continue to send out save the dates but will discontinue magnets to cut costs
- (b) Gallery Walk treats
Considering eliminating these from the budget to free up funds
- (c) Teacher retreat - will look for ways to reduce costs so Governance Council can continue to support this retreat in the future

(2) Expenses for Cookout and Dance - funding changes

There was discussion about potentially asking families to pay for part of the cookout costs and how to find ways to reduce dance expenses. Chrissy suggested that the Council take into consideration families that may not be able to cover cost to attend cookout. This could potentially deter some families from attending. Another option for this school year would be to ask for donations (to help cover food costs or to help fund future field trips/events throughout the school year) in lieu of charging families to attend. Kelly suggested for this year we leave the budget line item as is and not charge families but rather make some sort of statement about accepting donations if families were interested. Katie suggested setting a specific goal for donations brought in from either the cookout or dance and promoting this with event information.

RE: Dance - may consider increasing tickets to \$25 per family due to increase in number of attendees.

(3) VOTE: Annual expenses

Further review of expenses is needed. Vote tabled at this

time.

c) JGC Positions and Teams

- (1) VOTE: Brooke Knoll as Secretary - Katie nominated Brooke Knoll as Secretary for JGC. Carrie seconded. Motion carried.
- (2) VOTE: Bryan Nell as Vice President - Katie nominated Bryan Nell as Vice President of JGC. Kelly seconded. Motion carried.
- (3) VOTE: Joe Michels as head of Marketing/Comm Team. Carried nominated Joe as head of Marketing/Comm Team. Katie seconded. Motion carried.



- (4) VOTE: Kelly Nielsen as support on Events Team - **Bryan nominated Kelly to serve as support on Events Team. Jennah seconded. Motion carried.**
- (5) VOTE: Bryan Nell as support on School Support Team. **Katie nominated Bryan to serve as support on School Support Team. Jennah seconded. Motion carried.**
- (6) VOTE: Brooke Knoll as support on PTO Team **Jennah nominated Brooke Knoll to serve as support on PTO team. Bryan seconded. Motion carried.**
- d) Strategic Plan doc - **did not discuss in detail during retreat, will be reviewed and discussed in the future.**
- B. Treasurer's Report - [Council doc](#) - **Financial log** tab -
- C. Administrator's Report - [Council doc](#) - see "Administrator" column in **Team Tasks: Month to Month tab** - an "Administrator" column was added so council members and teachers can see what Shawn's responsibilities are each month for the council.
 - 1. Consider a working team to prepare a task list for Shawn - **School Support team will take the lead on this.**
 - 2. Update on open Kindergarten position - **Chrissy gave a report on the status of class sizes in Journey. Due to Journey being the "legacy" school, class numbers get off balance. Historically, phone calls have been made to parents asking if they'd consider placement in Barlow Park Charter; very time consuming and challenging to contact parents, makes planning difficult. As it stands, there are enough students to have another section of Kindergarten for Journey. A candidate has already been selected for this position. Kindergarten class sizes for the 2023-2024 school year will average about 15 students per class.**
- VIII. Teachers' report - voting teachers
 - A. VOTE: Petals and Plows field trip - **Kelly moved to approve the visit to Petals and Plows for \$850.00 from the Journey Project School budget. Bryan seconded. Motion carried.**
<https://docs.google.com/document/d/1caUhuWYEorRnaZI59u4H8R0qiu9Uv8GkCv9b45nBeYE/edit>
 - 1. Discussion: Is there an RASD budget for this? - **In past years, field trip costs were covered by PTO, last year Journey budget covered one of the field trips; would like to continue to use Journey funds to cover field trip costs since parents are fundraising for this purpose. Will continue to try to secure funds from other places as well (Ripon Education Foundation, Webster's Grant, RASD, etc.).**
- IX. Team reports
 - A. Events & Promotions - Cookout, Sept. 21



1. Sign-up sheet - **discussed remaining items on sign-up sheet**
<https://docs.google.com/spreadsheets/d/1qjmZtAJ--ZEjHLqrZNw3VcrpYGzlr4A5-SYorOjN9A4/edit#gid=0>
- B. Marketing & Communication
 1. New promotional design for tabling - **Kelly will connect with Aria on this**
 2. Open House support - **no support is needed by council members for Open House**
- C. School Support
 1. 2023-2024 Expense overview - **will be discussed in further detail at September meeting**
 2. Journey 4K encouragement - **How/when do we incorporate 4K students in Journey? How can we encourage 4K students/families to consider Journey when moving up to Kindergarten? Chrissy stated that this will be part of ongoing conversations in regards to 4K programming throughout the school year.**
- D. P.T.O. - **Planning of upcoming events is currently on hold, waiting for feedback from teachers/admin. Would like to have both a Book Fair and Halloween Dance in the fall.**
- X. Old Business
- XI. New Business
- XII. Adjourn - **Kelly moved to adjourn. Carried seconded. Meeting adjourned at 7:27**

Respectfully submitted,

Brooke Knoll, Secretary

Next meeting: Monday, Sept. 11 at 6:00 pm

Journey Project School Mission: Developing a foundation for students to problem solve and flourish beyond the classroom

Journey Project School Vision: Journey Project School, serving students in grades Kindergarten through grade 2, lays the educational foundation through project-based learning. Journey Project School will provide a project-based learning environment that considers the whole child in fostering inquiry and critical thinking skills that will guide our students to flourish as leaders, life-long learners, and problem solvers.