



Governance Council Annual Meeting  
September 14th, 2020, Online via Google Meet  
6:00 pm

Present: Jacqueline Adams, Kim Downs, Kelly Esala, Katie Feldner, , Diane Johnson, Lindsay Machovich, Carrie Phillips, Tanya Sanderfoot, Kim Scanlon, Sheena Schroeder, Stephanie Tavs, Amber Willoughby

- I. Call to order at 6:05 p.m.
  - a. Affirmation of open session
  - b. Introductions of new teachers- no new teachers present- will hold off on the introductions this meeting.
  - c. Acknowledge voting teachers for this session- Carrie Phillips and Amber Willoughby are the voting teachers for this meeting.

II. Review & approval of minutes from August Council Meeting August 10<sup>th</sup>, 2020- Motion to approve by Stephanie Tavs, second by Kim Scanlon, motion approved.

III. Community Input- None

IV. Treasurer's Report

<https://goo.gl/KprDb4>

Stephanie Tavs provided an update for the budget. She will be updating the current treasurer's report and organizing by dates. Stephanie met with Tanya Sanderfoot earlier this month and would like to propose that council members and staff to come up with strategic budget goals for next month's meeting on how to spend the current budget for the Journey charter school and to also include discussion on the Johnson donation for STEM projects.

Motion to approve Treasurer's report made by Stephanie Tavs. Second made by Diane Johnson. Motion approved.

V. Old Business & Discussion Items

- a. Shelby- check was received from Carrie Naparella with an additional amount to cover the pet insurance.
- b. Updating of bylaws
  - i. Staff may not hold officer positions
  - ii. Regards to the council's role in hiring staff

Confirmed the approval process with Tanya Sanderfoot. The proposed amended language will be approved by the governance council, the governance council secretary will update the bylaws and will submit to the District secretary to post online. Lindsay Machovich will work with Tanya Sanderfoot on the amended language for the bylaws to present at next month's council meeting.

c. 2019-20 Parent Survey – Summary to Parents- Jacqui Adams shared the draft parent letter to the council earlier today. The council will look it over and once it's ok'd, Jacqui will send the letter off to the parents.

d. Journey Facebook- The council discussed having the new teachers and the recent transitions to be posted on the Journey Charter Facebook page. Carrie Phillips will organize on getting a group picture taken of all the Journey teachers to post and Kim Scanlon will work with Jolene Meyers on the proposed language to go with the picture (Jolene had posted the new Journey teacher profiles on the school district Facebook last month). It's important to at least post once a week and to also emphasize on how the classes are still practicing PBL during these changes. Amber Willoughby will locate the google file for teachers to share pictures that could be posted on Facebook. Tanya Sanderfoot did clarify that along with the Ripon School District Facebook page, Journey Charter School is the only other school that still has their own Facebook page since it is managed well.

e. Letter to the School Board- Tanya Sanderfoot proposed having the staff and council write a letter to the Ripon School Board on how PBL practices are still being incorporated in the classrooms during the pandemic. October 8<sup>th</sup> is the kick off for the Health/Wellness theme. Jacqui Adams recommended for the staff to review the survey letter and work from the document to communicate these ideas. The teachers will review and edit the document for presentation at the October council meeting and then submit to the Ripon School Board in November.

#### VI. Administrator's and Teacher's Reports

a. 2020/2021 Class Numbers/New Enrollments- the council discussed and agreed that the class numbers/enrollment were not relevant for the council meetings and future updates are no longer needed. The council had discussion on the importance of creating strategic goals for Journey (i.e., Marketing, Budget, etc), keeping PBL fresh with new ideas and to keep administration accountable to achieve the goals.

b. Virtual vs. In-Person Numbers

c. 2020/2021 Budget from Tanya- Tanya went over the 2020/2021 budget numbers and how she allocates spending amounts between the schools. She emphasized that money from the district gets assigned to specific areas- it

has to be assigned to certain codes. She wanted to explain this to council so everyone knew how the budget allocations work and why certain decisions are made. The council had discussion of creating a strategic plan to show where the funds should go for Journey and the need to make PBL learning as great as possible. The council will come up with some ideas for the next meeting in October and then will discuss the possibility of creating a task force to implement these plans/ideas.

d. Grant Updates

i. Scoopin' the Loop (and More) – Adams- received \$565.- the teachers have reached out to the Assisted Living homes to see if they have interest in partnering up without having visitors- maybe having students create something- still brainstorming ideas.

ii. Math Grant – Willoughby- still have money left, which will need to be used up for this year. More math tools may need to be purchased for each individual student due to the changes from the pandemic and not being able to share tools.

iii. AFGRE Grant – Cleveland- have not heard back if we have received the grant.

VII. New Business

- a. Governance Support of Teachers- Teachers are doing well with the first few weeks of school but it has been overwhelming teaching in-person as well as virtually. Tanya Sanderfoot reported that there have been two postings on the district's site for the hiring of two long term elementary substitute teachers to focus on virtual learning.
- b. Governance Training – Lindsay Machovich will review the training videos which are set up sequentially and will send out her recommendations to the council. There is a training video on strategic planning that the council should watch.
- c. T-shirts for Kindergarten, new staff & new council members- Amber checked and the t-shirts have not yet been ordered. There is a surplus left of t-shirts of a variety of colors. Jacqui and Sheena will grab the remaining yellow for any new 2<sup>nd</sup> graders and first grade will take the green t-shirts. Amber will create a document for new orders. Dee can be available to help with purchasing and counts if needed per Tanya.
- d. PBL Training- Tanya will connect Brett Long with Chrissy Damm to get access to the training. The district will cover the training costs and the council pays for the time spent training. The previous staff members who went through training still have not gotten paid from the council- Stephanie will work with Dee and getting access to the checks.

VIII. Adjourned at 7:11 p.m.

Next meeting: Monday, October 12th

**Journey Charter School Mission:**

Empower students to problem solve and flourish in a global society

**Journey Charter School Vision:** Journey Charter School, serving students in grades KG-02, lays the educational foundation through project-based learning. Journey Charter School provides students with the opportunity to investigate real-world questions through active learning and peer collaboration. Through multi-age experiences and a host of community partnerships, Journey Charter School strengthens the whole child in fostering inquiry and critical thinking skills while guiding students to emerge as leaders, lifelong learners, and problem solvers.