

Progeny Academy  
Regular Board Meeting  
**Approved Minutes**  
Saturday, May 23<sup>rd</sup>, 2020  
9:00 AM  
\*Virtual Meeting\*

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on May 23<sup>rd</sup>, 2020 at 9:00AM. Roll call was taken with the following attendance:

Member Name	Position	Present	Absent
Dr. David Kimori	Chair	X	
Mr. Jim Smith	Secretary	X	
Mr. Jeramie Steinert	Treasurer		X
Ms. Emma Hansen	Director	X	
Mr. Abdi Mahamed	Director		X
Ms. Lakisha Witter	Director	X	

Also Present: Ms. Nicole Nelson, Director, Ex-Officio. Ms. Kasondra Janc, teacher.

**1. Call to Order**

The Board Chair appointed the Board Secretary to lead the meeting. The Board Secretary called the meeting to order at 9:23am. The Secretary acknowledged a quorum was present.

**2. Open Agenda**

The Open Meeting was acknowledged; no public questions or comments were posed to the Board.

**3. Approve Agenda**

Ms. Witter motioned for the Agenda to be approved. The motioned was seconded and passed unanimously.

**4. Minutes from the Previous Board Meeting**

**4.1 Minutes of Meeting of April 18, 2020**

Ms. Witter moved and the motion was seconded that that the minutes from the meeting of April 18<sup>th</sup>, 2020 be approved. The motion passed unanimously.

**5. Business Arising from the previous meeting**

The Secretary stated that all business arising from the previous board meeting minutes were included in the Agenda.

**6. Treasurer's Report**

**6.1 July 2019-April 2020 to Date Report**

Ms. Nelson presented the Year to Date Report noting the following:

\*The total amount of general education revenue received is 69%

\*The total amount of expenditure is 65%

\*Based on the benchmark of 83%

\*Went through line items to discuss expenditures

After discussion, Ms. Witter moved and the motion was seconded that the Treasurer's Report be received with corrections. The motion passed unanimously.

## **6.2 July 2020-June 2021 Preliminary Budget and Enrollment Projections**

After discussion, Ms. Hansen moved that the Preliminary 2019-2020 School Budget and Enrollment Projection be approved with noted amendments. The motion was seconded by The Secretary called for a roll call vote:

Ms. Witter-Aye  
Mr. Smith-Aye  
Ms. Hansen-Aye  
Dr. Kimori-Aye

The motion passed unanimously.

## **7. Director's Report**

Ms. Nelson reported on the following items:

- I. Enrollment Status: 52 Students  
ADM: 57.87
- II. Authorizer Meetings:  
Monday, May 4<sup>th</sup>, Jim Zacchini, Distance Learning Meeting, 1 of 2  
Monday, May 11<sup>th</sup>: Lawrence Ronglien, (New Charter Liaison), visit 8  
Laurie Schroeder
- III. Updates
  - A) Payment Protection Program-Approved for \$79,100.00
  - B) Meeting with Judy Lewis-Wednesday May 20<sup>th</sup>-Lease
  - C) Meeting with Bus company-Tuesday, May 19<sup>th</sup>
  - D) Job interview Process
  - E) Enrollment for next year-current students (23-Y, 5-N, 7-Unsure)
  - F) Teacher reflection/review process
- IV. Marketing and Recruiting
  - 1) Website
  - 2) Blogs and Facebook
  - 3) Sending our materials to Residences (Postcards)
  - 4) Recruiter
- V. COVID-19 Update
  - Distance Learning
  - Website
  - School Actions to date
    - a) Communication with families
    - b) Delivery of materials, technology, and meals to families
    - c) Attending MACS and MDE meetings weekly
    - d) Communication with Authorizer
    - e) Fall planning with vendors
    - f) Weekly Staff meetings
- VI. Additional Notes/Activities/Upcoming Items
  - A) Progress reports sent out 2 times per month, one final time prior to last week of school
  - B) Last day of school for students, June 10<sup>th</sup>
  - C) Last day for staff, June 10<sup>th</sup>
  - D) ESY in planning stage

After discussion, Ms. Hansen moved and the motion was seconded that Director's Report be received. The motion passed unanimously.

## **8. Authorizer's Report**

No report from the Authorizer.

## **9. Other Reports, Action and Discussion Items**

### **9.1 Score Card Update**

Ms. Nelson reported that the school is waiting to hear from the Authorizer as to how the Score Card will be modified to reflect the present school circumstances.

### **9.2 Building Lease for 2020-2021**

The Board discussed the current lease offer set by the landlord. The Board would like to meet with the landlord to discuss lease options including alternative plans in the event that space utilization changes due to the pandemic.

### **9.3. Special Operating Plan Approval**

After discussion Ms. Hansen moved and the motion was seconded that the Special Operating Plan be approved. The motion was passed unanimously.

### **9.4 2020-2021 District Calendar**

After discussion Ms. Witter moved and the motion was seconded that the 2020-2021 District Calendar be approved. The motion was passed unanimously.

### **9.5 2020-2021 Tentative Board Meeting Calendar**

After discussion Dr. Kimori moved and the motion was seconded that the 2020-2021 Tentative Board Meeting Calendar be approved. The motion was passed unanimously.

### **9.6 Trimester III Student Grading Plan**

The Board discussed the options for grading that aligned with state guidance. After discussion, moved and the motion was seconded that the following grading plan would be followed:

A-90-100%

B-80-89%

C-70-79%

D-60-69%

NC (No Credit)-0-59%

Teachers will take into consideration student work, effort, prior trimester performance and any other factors that would impact student performance.

After discussion, Ms. Hansen moved and the motion was seconded that the Trimester III Grading Plan be approved. The motion was passed unanimously.

## **10. Adjournment**

There being no further business, Ms. Witter moved that the board meeting adjourn noting the time of 10:52am. The motion was seconded and passed unanimously.