

Progeny Academy
Board Meeting
Approved Minutes
Saturday, March 9th, 2019
9:00 AM
3325 Dunkirk Lane North, Plymouth, MN 55447

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on March 9th, 2019 at 9:00AM. Roll call was taken with the following attendance:

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

*Joined via teleconference

Also Present: Ms. Patricia Kronk, Human Resources & Operations Manager, Ex-Officio
Ms. Nicole Nelson, Director, Ex-Officio

1.0 Call to Order

The Chair called to order at 9:11am. The Chair acknowledged a quorum was present.

2.0 Open Agenda

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

3.0 Approve Agenda

Mr. Jim motioned for the Agenda to be approved. The motioned was seconded and passed unanimously.

4.0 Minutes from the Previous Board Meeting

4.1 Meeting of February 13, 2019

Mr. Abdi moved and the motion was seconded that that the minutes from the meeting of February 13, 2019 be approved. The motion passed unanimously.

5.0 Business Arising from the previous meeting

The Chair stated that all business arising from the previous meeting were included in the current Agenda.

6.0 Director's Report

Ms. Nicole and Ms. Patricia reported on the following

- A. Hiring of Leadership team is complete
- B. Task completion for school opening to date:
 1. Building Lease has been submitted to Landlord for signature, administration will be picking up in the upcoming weeks
 2. Preliminary building walk through for technology needs
 3. Completed registration of all required state and federal identification numbers
 4. Finalizing PowerSchool contract for student data warehousing
 5. Begun application process for Food and Nutrition program approval
 6. Nearly completed-website compliance checklist
 7. Contract agreement submitted to the "Business Management Office" and company has begun set up of EDRS and payroll
 8. E-Rate (Process begun with consultant)
 9. Begun search for special education contracted services

- C. Meeting with former Director of school who resided in Brooklyn Center site
- D. IQS leadership grant award

Board members discussed the attainment of special education services student recruitment, grant and donation acquisition opportunities, and the scheduling of events and activities to welcome new families. After discussion, Mr. Jeramie moved, and the motion was seconded that the Director's Report be received. The motion passed unanimously.

7.0 Authorizer's Report

No report from the Authorizer.

8.0 Other Reports, Action and Discussion Items

8.1 Board Policies for the Month of March

8.1.1 504 Student Dress and Appearance

8.1.2 515 Protection and Privacy of Pupil Records

8.1.3 516 Student Medication

After discussion, Mr. Abdi moved that policies 504, 515 and 516 be approved as final readings. The motion was seconded and passed unanimously.

8.1.4 411 Group Health Insurance

8.1.5 601 School District Curriculum and Instruction Goals

8.1.6 603 Curriculum Development

8.1.7 616 School District System Accountability (annual)

After discussion, Ms. Lakisha moved that policies 411, 601, 603 and 616 be approved as first readings. The motion was seconded and passed unanimously.

8.2 Board Officer Appointment

Board members discussed the need to appoint a Board Secretary to fill the current officer vacancy. After Discussion, Mr. Jim resigned from his position of Board Treasurer; Mr. Jeramie moved and the motion was seconded to appoint Mr. Jim to serve as Board Secretary. The motion passed unanimously. Ms. Lakisha moved, and the motion was seconded to appoint Mr. Jeremy to serve as Board Treasurer. The motion passed unanimously.

8.3 Designation of Identified Official with Authority for the MDE External User Access Recertification System

Board Member discussed that The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State access control security standards. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Superintendent/Director recommends the School Board authorize Nicole Nelson, Director to act as the Identified Official with Authority for Progeny Academy, Independent School District 4263.

After discussion, Mr. Jim moved, and the motion was seconded that the Progeny Academy Board of Directors authorizes Nicole Nelson, Director, for the MDE External User Access Identification System as the Identified Official of Authority for assigning job duties to LEA staff and authorizing access to MDE secure reports. The motion was seconded and passed unanimously.

9.0 Adjournment

There being no further business, Mr. Jeramie motioned that the meeting adjourn, noting the time at 10:16 am. The motion was seconded, and the motion passed unanimously.