

Progeny Academy  
 Regular Board Meeting  
**Approved Minutes**  
 Saturday, August 21st, 2021  
 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 August 21, 2021 at 9:00 AM via zoom meeting. Roll call was taken with the following attendance:

Member Name	Position	Present	Absent
Dr. David Kimori	Chair	X	
Mr. Jeramie Steinert	Treasurer	X	
Dr. Lakisha Witter	Secretary		X
Mr. Peter Zwach	Director	X	
Mr. James Ommart	Director		X

Also Present: Ms. Nicole Nelson, Director, Ex-Officio; Ms. Wilderness Pinna, Business Office Manager.

**1. Call to Order**

The Chair called the meeting to order at 9:06am. The Chair acknowledged a quorum was present and also welcomed Ms. Pinna to the meeting.

**2. Approve Agenda**

Mr. Steinert moved for the Agenda to be approved. The motioned was seconded by Mr. Zwach.  
 Vote:

Aye	Nay	Abstention
3	0	0

**3. Open Agenda**

No comments/inquiries made by the public.

**4. Reports**

**4.1 Executive Director report:**

Ms. Nelson reported on the following items:

1. Enrollment:

A. End of Year: ADM~53.13

Weighted ADM: 59.17

B. Projected Enrollment Estimate: 60 students

2. Authorizer Meetings:

A. Monthly meeting with Lawrence Ronglien: August 2nd

B. School Leaders Meeting on August 10<sup>th</sup>

Topics Included: Organizational Changes, Authorizer fees, Continuing Education Committee, New Scorecard (modifying category 3), Professional development opportunities for school

leaders, discussion groups (new resource site for authorized schools, Pandemic related topics)

3. School Program Updates

- A. State reporting
- B. Transition to New Vendors
- C. Staffing (100% retention)
- D. Special Education Department Updates
- E. Fall Orientation (Began August 18th)

4. Additional School Updates

- A. Tutoring Program/ Dr. Isak Trasnik (Professor at the University of MN)
- B. LifeSkills Program through the MN Department of Health
- C. Science for Scientists
- D. Donations from CAPI and COG
- E. Open House Pre-School Conference Meetings (Wednesday-Thursday from 8am-4pm)
- F. First day of School: September 2<sup>nd</sup>, 2021

**4.2 Monthly Financial Report**

Ms. Nelson introduced Ms. Pinna to the Board. Ms. Pinna shared information regarding the work that

**4.3 Report from the Authorizer**

No report at this time.

**5. Consent Agenda**

**5.1 Minutes of June 5, 2021 Board Meeting**

**5.2 Executive Director Report**

**5.3 July 2021 Check Register**

After discussion, Mr. Steinert motioned for the Consent Agenda to be approved. The motioned was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

**6. Old Business-**

6.1 Lease Aid Application-FY '22

Ms. Nelson reported that the Lease Aid Application was submitted and approved to receive Lease Aid funding.

**7. New Business**

**7.1 Designation of Identified Official with Authority for the MDE External User Access Recertification System.**

The Board Reviewed the following designation of the IOWA and proposed the following: "The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. 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 Board recommends to authorize Nicole Nelson to act as the Identified Official with Authority (IOwA) for Progeny Academy Charter School 4263-07.”

After review, Mr. Zwach motioned to recommend Nicole Nelson to act as the Identified Official with Authority (IOwA) for Progeny Academy Charter School 4263-07. The motion was seconded by Mr. Steinert.

Vote:

Aye	Nay	Abstention
3	0	0

**7.2 School Safety Plan 2021-2022**

Ms. Nelson shared the updated Safety Learning Plan for the 2021-2022 school year. Ms. Nelson also noted that the school has applied for provisional approval in the instance the school would need to transition to distance learning. The Board agreed with the updates set forth by the Safety Learning plan including universal masking in the building.

**8. Other**

- 8.1** Ms. Nelson shared the Annual Conflict of Interest Forms for Board members to complete.
- 8.2** Ms. Nelson shared the FY’21 Progeny Annual Review from the Authorizer. After discussion Ms. Nelson shared that the information will be the basis for the School Improvement Plan that will be shared at the next Board meeting.
- 8.3** Board Activity Calendar 2021-2022 & Board training requirements: Ms. Nelson reviewed the information including training requirements with a request for training to be completed by the end of September.
- 8.4** Standing Board Committees: An outline of Board committees was reviewed for future creation and implementation.
- 8.5** Board Meeting Calendar and Format: The meeting calendar was reviewed to ensure that reports were able to be completed in a timely manner. Meetings will remain in a virtual forma for the immediate future.

**9. Adjourn**

There being no further business, Mr. Steinert motioned for the meeting to adjourn noting the time at 9:37am. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0