

Progeny Academy  
 Regular Board Meeting  
**Approved Minutes**  
 Saturday, September 18th, 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 June 5, 2021 at 9:00 AM via zoom meeting. Roll call was taken with the following attendance:

Member Name	Position	Present	Absent
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; Mr. Paul Kinsley, Authorizer Representative-Innovative Quality Schools.

**1. Call to Order**

The Secretary called the meeting to order at 9:13am. The Secretary acknowledged a quorum was present and also welcomed Ms. Pinna to the meeting.

**2. Approve Agenda**

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

Vote:

Aye	Nay	Abstention
3	0	0

**3. Open Agenda**

No comments/inquiries made by the public.

**4. Approval of Officer**

The Board determined that officers will remain as is until the November Board election. If signatures are required, the Board officers will sign the documents. It was recommended that a form be completed that the Secretary and Treasurer may sign as lead of the Board in the absence of a Chair.

**5. Reports**

**5.1 Executive Director report:**

Ms. Nelson reported on the following items:

1. Enrollment:

A. Above Projected Enrollment Estimate: 60 students

2. Authorizer Meetings:

Check ins with Jim Zachinni, Paul Kinsley and Larry Ronglien

3. School Program Updates

- A. State reporting (SpEd and MARSS)
- B. Vendor Updates (Transportation, Food and Nutrition)
- C. Special Education Program updates

4. Additional School Updates

- A. Staff Orientation (August 17-September 2): Cultural Competence, COVID-Preparation, Standard deconstruction and alignment, Mandatory Training (OSHA, Medication, school safety, harassment, mandatory reporting), Developing a culture of learning-Lawrence Ronglien, family meeting open house
- B. First day of School: September 2<sup>nd</sup>, 2021
- C. Tutoring Program & Science for Scientists to begin in October
- D. Donations from COG and Hennepin County

Professional Development on September 24th (Student data analysis, CPR Training, continuation of instructional planning, collaboration opportunities)

**5.2 Monthly Financial Report**

Ms. Nelson shared the monthly financial report and payment register through the month of August 2021. Ms. Nelson went through the revenue and expenditures, which is based on a 60 ADM and with 2/12 of the school year already completed (16%). It was also important to note the 10% holdback.

**5.3 Report from the Authorizer**

Mr. Kinsley appreciated the opportunity to observe the meeting today. He noted that he keeps in regular contact with the Director. Mr. Kingsley stated that he will attend three meetings over the course of the year and that he is happy at the work that Progeny is doing.

**6. Consent Agenda**

**6.1 Minutes of August 21, 2021 Board Meeting**

**6.2 Executive Director Report**

**6.3 August Financial Report and Payment Register**

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

Vote:

Aye	Nay	Abstention
3	0	0

**7. Old Business-**

There is currently no old business to address at the meeting.

**8. New Business**

**8.1 3-Year Strategic Plan**

After discussion Mr. Zwach moved that the 3-Year Strategic Plan be approved. The motion was seconded by Mr. Steinert.

Vote:

Aye	Nay	Abstention
3	0	0

**8.2 Board Policies for the month of September**

After discussion, Mr. Steinert moved that policies 406, 100A, 214 and 701 be approved as a first reading. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

**9. Other**

**9.1 Board Training**

Board members were reminded of the training requirements and to submit certificates to Ms. Nicole by September 30th.

**9.2 School Board Elections**

The Board reviewed the election process and procedures. Mr. Steinert motioned that the Election procedures be approved noting a stipulation that for the 2021 election that voting may take place online due to the circumstances surrounding COVID-19. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

**10. Adjourn**

There being no further business, Mr. Steinert motioned for the meeting to adjourn noting the time at 9:49am. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0