

Progeny Academy
 Regular Board Meeting
Approved Minutes
 Saturday, August 20, 2022
 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 20, 2022 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	
Mr. Peter Zwach	Director	X	
Ms. Yelena Hardcopf	Director	X	
Mr. Antony Finley	Director		X

Also Present: Ms. Nicole Nelson Ex Officio-Director

1. Call to Order

The Treasurer called the meeting to order at 9:09am. The Treasurer acknowledged a quorum was present.

2. Approve Agenda

Mr. Zwach moved for the Agenda to be approved with the following amendment: transportation tabled (Item 7.3)

The motion was seconded by the Treasurer.

Vote:

Aye	Nay	Abstention
3	0	0

3. Open Agenda

No comments/inquiries made by the public.

4. Reports

4.1 Financial Report (Ms. Nicole Nelson presenting)

As of July 2022 the school has received in Fund 01 a total of \$82,563 and Local revenues which is 6% of its current budgeted amount. As of July 2022 the school has expended in Fund 01 \$37,234 which is 3% of its current budgeted expense. The school ended July with a current fiscal year to date Fund 01 positive balance of \$45,329. As of July 2022 no revenues or expenditures have been reported for Fund 2. The school was being paid on an ADM of 88, which has been adjusted down to 70 ADM.

4.2 Executive Director report: (Ms. Nicole Nelson presenting)

1. Enrollment:

A. 70 students recorded

2. Operations:

- A. Check ins with Jim Zachinni, Paul Kinsley and Larry Ronglien (Up for Renewal this year)
- B. Lease Aid Update
- C. Title Application Submission Status
- D. Landlord (Fire Marshall, updates, security, donations)
- E. Literacy Plan-updated and posted on the school website
- F. Return to School Plan (formerly the COVID-19 Response Plan)
- G. Special Education-New Director (Christine Voightlander)
- H. Staff full in person on 8/22 (PD)
- I. Open house to families on 8/25
- J. Tutoring-will now be in person on Wednesday nights (will have table on Open House day for families to get additional information)
- K. PeaceGuide
 - Through PeaceMaker MN: Peace Guide Services support school staff members and students in building community by providing a part-time Peace Guide position to resolve conflicts, repair harm, and improve relationships.
 - Interview on Wednesday at 10:30am

3. Student Achievement

- A. ACCESS for EL
- B. State Assessments-embargoed

4. Employment Staff Update

- A. New Hires:
 - Ms. Gabrielle Olsen-5/6 Teacher
 - Ms. Flor Franklin-Transfer from Special Education to Elementary Education (Grades ½)
- B. Still looking for middle school math/science
- C. Tutoring Program & Science for Scientists to begin in October

4.3 Report from the Authorizer-No report

5. Consent Agenda

- 5.1 Minutes of the June 11, 2022 Regular Board Meeting
- 5.2 Financial Reports
 - 5.2.1 May 2022 Financial Report and Check Register
 - 5.2.2 Revised FY'22 Budget
 - 5.2.3 Preliminary FY'23 Budget and Enrollment Projection
- 5.3 Executive Director Report

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

Vote:

Aye	Nay	Abstention
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2	0	1
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6. Old Business-

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

7. New Business and Action Items

7.1 Policies for the month of August (First Reading)

7.1.1 100B Return to Work

7.1.2 406 Public and Private Personnel Data

7.1.3 406B Employee Record Retention

7.1.4 407 Employee Right to Know

Ms. Harkopf Motioned that polices 7.1.1-7.1.4 be approved as First Readings. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

7.2 Designation of Identified Official with Authority for the MDE External User Access Recertification System After Discussion, Mr. Zwach motioned that the Board recommend the authorization of Nicole Nelson to act as the Identified Official with Authority (IOWA) for Progeny Academy Charter School 4263-07. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

8. Other

8.1 Conflict of Interest

Ms. Nelson explained the form and distributed the information to the Board members.

8.2 Board Training

Ms. Nelson shared training requirements and requested certificates to be submitted to the Director.

8.3 Board Activity Calendar 2022-2023 & Board training requirements

Ms. Nelson shared and discussed the information and shared the documents with the Board.

8.4 Board Officer Assignment

After discussion, Mr. Zwach nominated Mr. Steinert to serve as the Board Chair. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

Additional officers to be appointed at upcoming meetings.

8.5 Standing Board Committees

Board members discussed the different committees and review needs. Committees will be developed in future meetings.

8.6 IQS Annual Report

Ms. Nelson shared the annual report with Board members. The School Improvement plan will be shared with the Board at the upcoming meeting.

9. Adjourn

There being no further business, Mr. Zwach motioned for the meeting to adjourn noting the time at 10:01 am. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0