

Progeny Academy  
 Regular Board Meeting  
**Approved Minutes**  
 Monday, March 11, 2023  
 9:00am  
 Progeny Academy, Cafeteria & Virtual

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on March 11, 2023 at 9:00 AM at 5929 Brooklyn Boulevard, Brooklyn Center, 55429 and via Google meeting. Roll call was taken with the following attendance:

Member Name	Position	Present	Absent
Mr. Jeramie Steinert	Chair	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 Chair called the meeting to order at 9:10 am. The Chair acknowledged a quorum was present.

2. **Approve Agenda**

Mr. Zwach moved for the Agenda to be approved. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

3. **Open Agenda**

No comments/inquiries made by the public.

4. **Reports**

4.1 **Financial Reports**

**4.1.1 Monthly Report and Payment Register (Ms. Nelson presenting)**

Fund 01

- As of February 28, 2023 the school has received in Fund 01 a total of \$727,309 of current Fiscal Year State, Federal, and Local revenues which is 51% of its current budgeted amount.
- As of February 28, 2023 the school has expended in Fund 01 \$736,559 which is 54% of its current budgeted expense.
- Progeny Academy ended February 2023 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of (\$9,250).

Fund 02

- As of February 28, 2023 the school has received in Fund 02 a total of \$38,556 of current Fiscal Year State, Federal, and Local revenues which is 74% of its current budgeted amount.

- As of February 28, 2023 the school has expended in Fund 02 \$37,662 which is 72% of its current budgeted expense.
- Progeny Academy ended February 2023 with a current fiscal year to date Fund 02 positive balance (revenues received less expenditures incurred) of \$895.

Additional Notes

- Progeny Academy had a total cash balance of \$32,326 at the end of February 2023 reflected across all funds.
- Progeny Academy had a balance of (\$27,504) in accounts receivable on February 28, 2023.
- There was a balance of \$20,840 in current liabilities for general accounts payable and payroll liabilities on February 28, 2023. A portion of the liability is for payroll withholdings on the last day of the month which are not paid until the first days of the next month, thus they are reflected on the current balance sheet.
- Progeny Academy had an overall audited fund balance of \$12,930 at June 30, 2022 which includes its investments in fixed assets.
- The school was paid on 70 ADM or 74.8 Pupil Units on February 28, 2023. The FY23 Original Budget is based on 76 ADM or 82.6 PPU.

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

- Enrollment:
  - 83 students recorded
- Operations:
  - No Authorizer meetings this month
  - Statewide Testing Preparations
    - WIDA ACCESS (EL) near completion
    - State testing training next week, MCA science to begin prior to Spring Break
  - Calendar Changes (Make up for snow days)
  - End of Trimester II-March 10; Trimester III begins Monday. Report cards to be sent out within the next week.
  - Kindergarten planning (Curriculum; screenings; hiring)
  - Enrollment for fall: Data Collection; New families
- Employment Staff Update
  - Working with Colleagues to share resources
  - Attending job fair in April
  - Exploring options for Art teacher

**5. Consent Agenda**

- Minutes of the February 11, 2023 Regular Board meeting
- Financial Report & Payment Register
- Executive Director Report

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

Vote:

Aye	Nay	Abstention
3	0	0

**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 February (Final Reading/First Reading)**

- 7.1.1 526-Hazing Prohibition
- 7.1.2 531-Pledge of Allegiance
- 7.1.3 601-School District and Instruction Goals
- 7.1.4 603-Curriculum Development

Mr. Zwach motioned that polices 7.1.1-7.1.4 be approved as Final Readings. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

- 7.1.5 612-1- Development of Parent and Family Engagement Policies for Title I Programs
- 7.1.6 616-School District System Accountability
- 7.1.7 703-Fund Balance
- 7.1.8 722-Public Data Requests
- 7.1.9 534-Unpaid Meal Charges

Ms. Hardcopf motioned that polices 7.1.5-7.1.9 be approved as First Readings. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

**8. Other**

**8.1 MidYear Report**

Ms. Nelson shared the Mid-Year Report from the Authorizer. The Board went through each section and shared feedback and response to the information collected by IQS.

**8.2 Board Recruiting**

Ms. Nelson reported that information has been shared with the stakeholders and requested assistance in the process from current members.

**8.3 Revised District Calendar**

Ms. Nelson shared a revised calendar noting a day in April is converted to a student contact day due to snow days taken in February. The Director noted that there is one more day that can be taken in the month of May if needed.

After discussion, Ms. Hardcopf motioned that the revised district calendar be approved. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

## 9. Adjournment

There being no further business, Ms. Hardcopf motioned for the meeting to adjourn noting the time at 9:32 am. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0