

Progeny Academy
 Regular Board Meeting
Approved Minutes
 Monday, May 20, 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 May 20, 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 9:04 am. The Chair acknowledged a quorum was present.

2. Conflict of Interest

Board members reviewed the agenda and no conflict of interest was noted.

3. Approve Agenda

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

Vote:

Aye	Nay	Abstention
3	0	0

4. Open Agenda

No comments/inquiries made by the public.

5. Reports

5.1 Financial Reports

5.1.1 Monthly Report and Payment Register (Ms. Nelson presenting)

Fund 01

- As of April 30, 2023 the school has received in Fund 01 a total of \$896,180 of current Fiscal Year State, Federal, and Local revenues which is 63% of its current budgeted amount.
- As of April 30, 2023 the school has expended in Fund 01 \$962,829 which is 72% of its current budgeted expense. The current benchmark is 83%, meaning the school is 93% through the school year.
- Progeny Academy ended April 2023 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of (\$66,650).

Fund 02

- As of April 30, 2023 the school has received in Fund 02 a total of \$51,652 of current Fiscal Year State, Federal, and Local revenues which is 99% of its current budgeted amount.
- As of April 30, 2023 the school has expended in Fund 02 \$58,210 which is 112% of its current budgeted expense.
- Progeny Academy ended April 2023 with a current fiscal year to date Fund 02 deficit balance (revenues received less expenditures incurred) of (\$6,558).

Additional Notes

- Progeny Academy had a total cash balance of \$11,741 at the end of April 2023 reflected across all funds.
- Progeny Academy had a balance of (\$24,737) in accounts receivable on April 30, 2023
- There was a balance of \$65,222 in current liabilities for general accounts payable and payroll liabilities on April 30, 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 April 30, 2023. The FY23 Original Budget is based on 76 ADM or 82.6 PPU's.

5.2 Executive Director report: (Ms. Nelson presenting)

1. Enrollment:

- 84 students enrolled
- Planning for fall: Intent to return survey and calls: 61% returning, 9.% not returning, 28% awaiting responses

2. Operations:

A. IQS Meetings/Conversations:

- Sawsan Natsheh-Categories 1 & 3 (August 16)
- Bruce Lamprecht-Categories 4 & 5 (August 19)
- Laurie Schroeder-Contract goals for IQS
- Larry Ronglien-Kindergarten planning, general check in

B. Landlord Conversations: Pertaining to building safety, space expansion

C. Transportation-awaiting RFPs from 4Mativ, hope to have information for next Board Meeting

D. Auditors-RFPs to be sent out (concern over shortage)

E. School Activities

- State testing complete
- Will complete NWEA Assessments beginning the week of May 30th
- Field Trip-Minnesota Zoo (August 19)

3. Employment Staff Update

- May 10th, Virtual Job Fair-Met with three individuals for elementary education, paraprofessional support, special education. Have 4 interviews set up for the upcoming week in a variety of areas.

6. Consent Agenda

- 6.1 Minutes of the April 20, 2023 Regular Board meeting
- 6.2 Monthly Financial Report & Payment Register
- 6.3 Executive Director Report

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

Vote:

Aye	Nay	Abstention
3	0	0

7. Old Business-

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

8. New Business and Action Items

8.1 Policies for the month of May (Final Reading/First Reading)

- 8.1.1 729-Check Signing
- 8.1.2 731-Procurement Requirements and Procedures
- 8.1.3 591-Admissions with Enrollment
- 8.1.4 806-Crisis Management
- 8.1.5 807-Health and Safety

Ms. Hardcopf motioned that polices 8.1.1-8.1.5 be approved as Final Readings. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

9. Other

9.1 Board Recruiting

Ms. Nelson reported that information has been shared with the stakeholders, no stakeholders have expressed interest. Ms. Nelson hoped to continue to encourage stakeholders to join the meeting (potential appointments in fall)

9.2 Surveys (Staff, Parent, Student)

Ms. Nelson shared survey information process and contents with the Board regarding all groups. Results will be shared in August of 2023.

9.3 Director Evaluation

Ms. Nelson reported that evaluation information was shared to the Chair and the Chair will distribute the form for Board members to review and complete prior to the next meeting. Ms. Nelson noted that the Authorizer has encouraged Board members to set goals for the Director in order to ensure progress. Goals do not have to be finalized at the next meeting, but can be discussed in preparation for the upcoming year.

10. Adjournment

There being no further business, Mr. Zwach motioned for the meeting to adjourn noting the time at 9:48 am. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0