

Progeny Academy
 Regular Board Meeting
Approved Minutes
 Saturday, June 10, 2023
 9:00am
 Progeny Academy, Room 204 & Virtual

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on June 10, 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; Mr. Carl Allen-CEO, 4Mativ Technologies

1. Call to Order

The Chair called the meeting to order at 9:10 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

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

Vote:

Aye	Nay	Abstention
3	0	0

4. Open Forum

No comments/inquiries made by the public.

5. Transportation Update/Information (Mr. Carl Allen presenting)

Mr. Allen shared scenarios as to possible transportation vendor options for the next school year. Mr. Allen highlights 3 scenarios including cost projections. He noted that decreasing the number of vans and creating community stops will assist in decreasing transportation costs. Mr. Allen shared that Safaari is eager to continue to work with PACS. If the school transitioned to two buses and three to four vans, this would also be a significant cost savings. General questions were addressed by Mr. Allen from the Board. No final decisions or motions were made, however next steps will be discussed by the Board and follow up will be made by the Director to Mr. Allen.

6. Reports

6.1 Financial Reports

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

Fund 01

- As of May 31, 2023 the school has received in Fund 01 a total of \$985,317 of current Fiscal Year State, Federal, and Local revenues which is 69% of its current budgeted amount.
- As of May 31, 2023 the school has expended in Fund 01 \$1,071,840 which is 81% of its current budgeted expense.
- Progeny Academy ended May 2023 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of (\$86,522).

Fund 02

- As of May 31, 2023 the school has received in Fund 02 a total of \$58,727 of current Fiscal Year State, Federal, and Local revenues which is 113% of its current budgeted amount.
- As of May 31, 2023 the school has expended in Fund 02 \$63,483 which is 122% 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 (\$4,756).

Additional Notes

- A. Progeny Academy had a total cash balance of \$37,015 at the end of May 2023 reflected across all funds.
- B. Progeny Academy had a balance of (\$24,737) in accounts receivable on May 31, 2023
- C. There was a balance of \$108,567 in current liabilities for general accounts payable and payroll liabilities on May 31, 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.
- D. Progeny Academy had an overall audited fund balance of \$12,930 at June 30, 2022 which includes its investments in fixed assets.
- E. The school was paid on 70 ADM or 74.8 Pupil Units on May 31, 2023. The FY23 Original Budget is based on 76 ADM or 82.6 PPU.

6.2 Executive Director report: (Ms. Nelson presenting)

1. Enrollment:

- A. 84 students enrolled
- B. Planning for fall: Intent to return survey and calls: 70% returning, 10% not returning, 20% awaiting responses

2. Operations:

- A. Auditors-RFPs continue to be sent out, follow ups will be made immediately following recommendations
- B. Lease Aid Application-process has begun, Board Member Certification distributed for signatures
- C. School Activities
 1. Field Trip-Grades 5 and 6 to Fort Snelling (June 8)
 2. All state and local assessments have been completed for the year
 3. Last day of school was June 9
 4. All school report cards will be sent out within the next two weeks
 5. Extended School Year will commence on July 31
- D. Employee Retention Credit (ERC)-With Paul Kinsley's assistance PACS is looking to see if it qualifies for the credit. Ms. Nelson met with Bottom Line Concepts, a

company that has helped charter schools obtain the credit. A contract was sent over for review by the Board to utilize their services to complete the process. After discussion the Board gave the Director permission to proceed with the contract and begin the process.

6.3 Authorizer Report

No report from the Authorizer

7. Consent Agenda

- 7.1 Minutes of the May 20, 2023 Regular Board meeting
- 7.2 Monthly Financial Report & Payment Register
- 7.3 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

8. Old Business-

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

9. New Business and Action Items

9.1 Progeny Academy Contract with Innovative Quality Schools

Ms. Nelson presented the contact to the Board for review. The Director highlighted the following areas: Composite scores of the scorecard from 2019-2023, years covered in the renewal and renewal requirements. Ms. Nelson also went through the scorecard, specifically addressing the goals in category 3, student performance.

After discussing Ms. Hardcopf motioned that the contract between Progeny Academy and Innovative Quality Schools be approved. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

9.2 School Contract Updates

Ms. Nelson noted that most contracts will be staying the same. If there are any changes that require Board approval a special session will be held in the summer.

Ms. Nelson provided a copy of the new lease agreement between PACS and Cross of Glory Lutheran Church. Ms. Nelson noted the changes including the increase of space and cost increases as a result.

After discussion Mr. Zwach motioned for the 2023-2024 Lease Agreement with Cross of Glory be approved. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

9.3 2023-2024 Board Meeting Calendar

Ms. Nelson shared a copy of the tentative Board Meeting Calendar for the upcoming year. She noted that no meetings will be held in the summer unless a special session is required. Ms. Nelson shared Board training information in August. Questions were raised about online options for training to which Ms. Nelson stated she would research and follow up with Board members.

Mr. Zwach motioned to close the meeting pursuant to Minn. Stat. 13D.05 subd. 3(a). The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

10. Closed session pursuant to Minn. Stat. 13D.05, subd. 3(a) for evaluation of the performance of an individual subject to the Board's authority.

Ms. Hardcopf moved to move the meeting from closed session to an open meeting. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

11. Official action following Closed Session

Official action was not needed following the closed session.

12. Adjournment

There being no further business, Mr. Zwach motioned for the meeting to adjourn noting the time at 11:35 am. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0