

Progeny Academy  
 Regular Board Meeting  
**Approved Minutes**  
 Saturday, August 19, 2023  
 9:00am  
 Progeny Academy, Cafeteria

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on August 19, 2023 at 9:00 AM at 5929 Brooklyn Boulevard, Brooklyn Center, 55429. 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	

Also Present: Ms. Nicole Nelson Ex Officio-Director; Ms. Wilderness Pinna, Business Office Manager

**1. Call to Order**

The Chair called the meeting to order at 9:07 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 the Board Chair.

Vote:

Aye	Nay	Abstention
2	0	0

**4. Open Forum**

No comments/inquiries made by the public.

**5. Reports**

**5.1 Financial Reports**

**5.1.1 Monthly Report and Payment Register (Ms. Pinna presenting)**

Fund 01

- As of July 31, 2023 the school has received in Fund 01 a total of \$82,292 of current Fiscal Year State, Federal, and Local revenues which is 5% of its current budgeted amount.
- As of July 31, 2023 the school has expended in Fund 01 \$29,288 which is 2% of its current budgeted expense.
- Progeny Academy ended July 2023 with a current fiscal year to date Fund 01 positive balance (revenues received less expenditures incurred) of \$53,004.

Fund 02

- As of July 31, 2023 the school has received in Fund 02 a total of \$0.00 of current Fiscal Year State, Federal, and Local revenues which is 0% of its current budgeted amount.
- As of July 31, 2023 the school has expended in Fund 02 \$0.00 which is 0% of its current budgeted expense.

Additional Notes

- Progeny Academy had a total cash balance of \$15,945 at the end of July 2023 reflected across all funds.
- The school was paid on 80 ADM or 85.8 Pupil Units on July 31, 2023. The FY24 Original Budget is based on 83 ADM or 91 PPU's.

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

1. Enrollment:

- 101 students enrolled as of Friday, August 18th

2. Operations:

- Check ins with Jim Zachinni, Paul Kinsley and Larry Ronglien
- Lease Aid Update
- Title Application Submission Status
- Landlord (Fire Marshall, updates, donations)
- Transportation
- Building security
- Literacy Plan-updated and posted on the school website
- Special Education-New Director (Mark Krug)
- Staff full in person on 8/17 (PD)
- Open house to families on 8/24 (8am-3pm)
- Community Partnerships
  - Returning: PeaceGuide Minnesota, Science from Scientists
  - New: TWILL Sports

3. Employment Staff Update

- New Hires & Resignations
- Openings yet to fill (3/4 Teacher, SpEd para)

**5.3 Authorizer Report**

No report from the Authorizer

**6.0 Consent Agenda**

- Minutes of June 10, 2023 Regular Board meeting
- Financial Report & Payment Register
- Executive Director Report
- Hirings & Resignations

Hirings: Cortlandt Drake (SpEd Para), Nichelle Henderson (Teacher-K), Sue Troutman (Teacher-½), Katilynn Jarmon (Teacher ¾), Justin McElroy (7/8 Teacher), Tony Kohanek (7/8 Teacher)

Resignations: Derick Granberry (SpEd/GenEd Para), Flor Franklin (½ Teacher), Lauren Bolden (¾ Teacher), Gabrielle Olsen (¾ teacher)

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

Vote:

Aye	Nay	Abstention
2	0	0

**7.0 Old Business-**

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

**8.0 New Business and Action Items**

**8.1 Policies for the month of August (First Reading)**

- 7.1.1 102-Equal Education Opportunity
- 7.1.2 406-Public and Private Personnel Data
- 7.1.3 413-Harassment and Violence
- 7.1.4 414-Mandated Reporting of Child Neglect or Physical or Sexual Abuse

Ms. Hardcopf motioned That policies 102, 406, 413 and 414 be received as First Reading. The motion was seconded by the Board Chair.

Vote:

Aye	Nay	Abstention
2	0	0

**8.2 Approval of Catered Meals Vendor**

Ms. Nelson reported that upon completion of the review process, she recommends that Premier Kitchen’s contract be accepted and the company be approved as the new Catered Meal Vendor for Progeny Academy.

After discussion Ms. Hardcopf motioned to approve Premier Kitchen as the Catered Meals Vendor. The motion was seconded by the Board Chair.

Vote:

Aye	Nay	Abstention
2	0	0

**8.3 Designation of Identified Official with Authority for the MDE External User Access**

**Recertification System:**

The Board Chair moved that The Board recommends to authorize 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
2	0	0

## 9.0 Other

### 9.1 Conflict of Interest

### 9.2 Board Training

### 9.3 Board Activity Calendar

Ms. Nelson passed out the Annual Conflict of interest forms, which all Board members signed. Ms. Nelson reviewed the requirements for board training and resources. She also shared the annual Board Activity Calendar, which outlined the reports, policies and other information to be reviewed by the Board this year.

## 10.0 Adjournment

There being no further business, Ms. Hardcopf motioned for the meeting to adjourn noting the time at 9:54 am. The motion was seconded by the Board Chair.

Vote:

Aye	Nay	Abstention
2	0	0