

Progeny Academy  
 Regular Board Meeting  
**Approved Minutes**  
 Saturday, September 16, 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 September 16, 2023 at 9:00 AM at 5929 Brooklyn Boulevard, Brooklyn Center, 55429 and 6909 Archer Ct. Inver Grove Heights, MN 55077.. 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

**1. Call to Order**

The Chair called the meeting to order at 9:05 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. Reports**

**5.1 Financial Reports**

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

Fund 01

- As of August 31, 2023 the school has received in Fund 01 a total of \$172,169 of current Fiscal Year State, Federal, and Local revenues which is 11% of its current budgeted amount.
- As of August 31, 2023 the school has expended in Fund 01 \$97,559 which is 6% 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 \$74,610.

Fund 02

- As of August 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 August 31, 2023 the school has expended in Fund 02 \$0.00 which is 0% of its current budgeted expense.

Additional Notes

- A. Progeny Academy had a total cash balance of \$162,217 at the end of August 2023 reflected across all funds.
- B. The school was paid on 80 ADM or 85.8 Pupil Units on August 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:

- A. 100 students enrolled as of Friday, September 15th

2. Operations:

- A. Lease Aid Update
- B. Title Application Submission Status
- C. First Day of School was September 1<sup>st</sup>
- D. Professional Development (Highlights)
  - Human Relations Required Trainings (updated handbook contents)
  - Positive Behavior Interventions/Culture: Lawrence Ronglien
  - Standard Deconstruction and alignment (Understanding by Designs)
  - Content scope and sequences and intro to Assessments
  - Mandated Training (Vector Solutions)
- E. PeaceGuide & T-Will Sports Program update
- F. Transportation Update
- G. Science from Scientists Kickoff: September 23rd

3. Student Achievement

- A. ACCESS for EL & State Assessments under review
- B. NWEA Assessments & AIMSWeb

**5.3 Authorizer Report**

No report from the Authorizer

**6.0 Consent Agenda**

- 6.1 Minutes of August 19, 2023 Regular Board meeting
- 6.2 Financial Report & Payment Register
- 6.3 Executive Director Report
- 6.4 Hirings & Resignations
  - Hirings: Shane Soehren (¾ teacher)

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

Vote:

Aye	Nay	Abstention
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3	0	0
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**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)**

- 8.1.1 102-Equal Education Opportunity
- 8.1.2 406-Public and Private Personnel Data
- 8.1.3 413-Harassment and Violence
- 8.1.4 414-Mandated Reporting of Child Neglect or Physical or Sexual Abuse

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

Vote:

Aye	Nay	Abstention
3	0	0

- 8.1.5 415-Mandated Reporting of Maltreatment of Vulnerable Adults
- 8.1.6 419-Tobacco Free Environment
- 8.1.7 420-Students and Employees with AIDS & other Communicable diseases and Infectious Conditions
- 8.1.8 490-Employee Misconduct & Dishonesty

Ms. Hardcopf motioned That policies 415, 419, 420 and 490 be received as First Reading. The motion was seconded by the Board Chair.

Vote:

Aye	Nay	Abstention
3	0	0

**9.0 Other**

**9.1 Review of Three Year Strategic Plan**

Ms. Nelson went over the three year strategic plan with the Board. Ms. Nelson will give regular updates on the progression of meeting goals in each of the eight categories.

**9.2 Request for Deviation for Audit Services**

Ms. Nelson shared a draft letter to the Authorizer and the MN department of Education requesting a deviation from the Audit statute. PACS has been attempting to secure an auditor since spring of 2023 and has not been able to do so. Ms. Nelson requested that the Board review the statute, letter and Board Resolution for feedback. A special Board meeting will be requested to take place the following week to review the information and review a motion to approve a resolution and letter to send to the Authorizer and the Minnesota Commissioner of Education.

**9.3 Annual Report from Authorizer and SIP**

Ms. Nelson shared and reviewed the SY'23 Annual Report from the Authorizer. The Board went through each section of the report to discuss feedback. The Annual School Improvement Plan was drafted in correlation with the Annual Report, addressing the areas of earning less than 3.0

out of 4.0 on the scorecard. Board members expressed their concerns regarding Category 4 of the report and requested the Director to discuss the category review with the Authorizer. Results of the discussion will be shared at the October Board meeting along with the School Improvement Plan.

**10.0 Adjournment**

There being no further business, Ms. Hardcopf motioned for the meeting to adjourn noting the time at 10:21 am. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0