

Progeny Academy
 Regular Board Meeting
Approved Minutes
 Saturday, December 9, 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 December 9, 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. Wilderness Pinna, Business Office Manager

1. Call to Order

The Chair called the meeting to order at 9:06 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 Reports and Payment Registers (Ms. Pinna presenting)

October 2023

Fund 01

- As of October 31, 2023 the school has received in Fund 01 a total of \$369,629 of current Fiscal Year State, Federal, and Local revenues which is 23% of its current budgeted amount.
- As of October 31, 2023 the school has expended in Fund 01 \$379,818 which is 24% of its current budgeted expense.
- Progeny Academy ended October 2023 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of \$10,189.

Fund 02

- As of October 31, 2023 the school has received in Fund 02 a total of \$199 of current Fiscal Year State, Federal, and Local revenues which is 0% of its current budgeted amount.
- As of October 31, 2023 the school has expended in Fund 02 13,481 which is 27% of its current budgeted expense.
- Progeny Academy ended October 2023 with a current fiscal year to date Fund 02 deficit balance (revenues received less expenditures incurred) of \$13,481.

Additional Notes

- A. Progeny Academy had a total cash balance of \$246,646 at the end of October 2023 reflected across all funds.
- B. The school was paid on 80 ADM or 85.8 Pupil Units on October 31, 2023. The FY24 Original Budget is based on 83 ADM or 91 PPU.
- C. The Board also reviewed the payment register for the month.

November 2023

Fund 01

- As of November 30, 2023 the school has received in Fund 01 a total of \$477,438 of current Fiscal Year State, Federal, and Local revenues which is 30% of its current budgeted amount.
- As of November 30, 2023 the school has expended in Fund 01 \$558,949 which is 35% of its current budgeted expense.
- Progeny Academy ended November 2023 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of \$81,511.

Fund 02

- As of November 30, 2023 the school has received in Fund 02 a total of \$29,761 of current Fiscal Year State, Federal, and Local revenues which is 57% of its current budgeted amount.
- As of November 30, 2023 the school has expended in Fund 02 18,763 which is 27% of its current budgeted expense.
- Progeny Academy ended November 2023 with a current fiscal year to date Fund 02 positive balance (revenues received less expenditures incurred) of \$10,998.

Additional Notes

- A. Progeny Academy had a total cash balance of \$199,189 at the end of November 2023 reflected across all funds.
- B. The school was paid on 80 ADM or 85.8 Pupil Units on November 30, 2023. The FY24 Original Budget is based on 83 ADM or 91 PPU.
- C. The Board also reviewed the payment register for the month.

5.2 Executive Director report: (Ms. Nelson presenting)

1. Enrollment:

- A. 92 students enrolled as of Friday, December 8th, 2023

2. Operations:

- A. Lease Aid Update-second submission
- B. Transportation updates-van company begun services
- C. Building updates
- D. Program Updates-Science from Scientists/TWill Sports
- E. Field Trip-December 7th
- F. Teacher Evaluations beginning

- G. Winter Break-December 21st, 2023-January 2nd, 2024
- H. Auditor Update-Shared a review of services and contract for potential company.
- 3. Employment Staff Update
 - A. Looking for elementary teachers.

6.0 Consent Agenda

- 6.1 Minutes of October 14, 2023 Regular Board Meeting
- 6.2 Financial Report & Payment Register (October & November)
- 6.3 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

7.0 Old Business

No business to review.

8.0 New Business and Action Items

8.1 Policies for the month of December (Final Reading)

- 8.1.1 491-Credit Card
- 8.1.2 492-Religious Practice & Prayer
- 8.1.3 493-Nepotism

Ms. Hardcopf motioned That policies 415, 419, 420 and 490 be received as Final Reading. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

Mr. Zwach motioned That policies 491, 492 and 496 be received as Final Readings. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

9.0 Other

9.1 2022-2023 District Annual Report and World’s Best Workforce Plan (WBWF)

The Director presented the report to the Board of Directors for review and discussion. Ms. Nelson presented each section and entertained questions from the Board. After discussion, Ms. Hardcopf motioned to approve the 2022-2023 District Annual Report and World’s Best Workforce Plan (WBWF). The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

9.2 Space Planning-Landlord

Ms. Nelson noted that she will be putting together a proposal for the building committee by the end of the month for the landlord to review. A copy will be sent to Board members upon completion.

9.3. Audit Contract

After discussion, Mr. Zwach motioned that the contract with Thomas & Company CPA be approved. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

10.0 Closed Meeting Item

10.1 Non-Public Data

Mr. Zwach moved that the School Board Meeting close as required by Minnesota Statute, section 13D.05, to discuss educational or certain nonpublic data. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

The meeting closed to the public at 10:17am.

Ms. Hardcopf motioned that the School Board meeting open. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

The Board Meeting returned to open session at 10:46am.

11.0 Adjournment

There being no further business, Ms. Hardcopf motioned for the meeting to adjourn noting the time at 10:47 am. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0