

Progeny Academy
 Regular Board Meeting
Approved Minutes
 Saturday, February 10, 2024
 9:00am
 Progeny Academy, Room 204

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on February 10, 2024 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, Director; Ms. Wilderness Pinna, Business Office Manager

1. Call to Order

The Chair called the meeting to order at 9:13 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 the 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 Reports and Payment Registers (Ms. Pinna presenting)

January 2024 (58% Benchmark)

Fund 01

- As of January 31, 2024 the school has received in Fund 01 a total of \$727,825 of current Fiscal Year State, Federal, and Local revenues which is 46% of its current budgeted amount.
- As of January 31, 2024 the school has expended in Fund 01 \$876,964 which is 56% of its current budgeted expense.
- Progeny Academy ended January 2024 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of \$149,140.

Fund 02

- As of January 31, 2024 the school has received in Fund 02 a total of \$48,332 of current Fiscal Year State, Federal, and Local revenues which is 93% of its current budgeted amount.
- As of January 31, 2024 the school has expended in Fund 02 \$38,857 which is 35% 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 \$9,475.

Additional Notes

- A. Progeny Academy had a total cash balance of \$199,196 at the end of January 2024 reflected across all funds.
- B. The school was paid on 80 ADM or 85.8 Pupil Units in January of 2024. 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 Proposed FY'24 Budget Revisions

- There was no change made to the ADM that the budget is based on.
- Additional funding sources were added.
- Revenue was revised to reflect th 4% increase from the state (original budget was based on 2%).
- Changes were made to salaries and benefits to reflect staff changes.
- The revised budget will also yield an increase in the projected overall fund balance from 10.64% to a projected 12.01%. This is also subject to change as the final enrollment numbers will impact the total holdback amount received.

5.3 Executive Director report: (Ms. Nelson presenting)

1. Enrollment:

- A. 95 students enrolled as of Friday, February 10, 2024

2. Operations:

- A. No Authorizer meetings this month
- B. Statewide Testing Preparations
 1. WIDA Access Testing-commencing February 12th
 2. State assessment preparation will begin in early March
- C. Conferences and survey follow up
- D. Audit update-discussion on preliminary draft, items should be finalized shortly in the upcoming weeks.

5.4 Authorizer Report

No report from the Authorizer.

6.0 Consent Agenda

- 6.1 Minutes of January 20, 2024
- 6.2 Financial Report & Payment Register (January 2024)
- 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

7.1 Building Expansion Proposal

Ms. Nelson presented what the landlord presented as options for the upcoming year. Board members requested a cost for the additional space. Ms. Nelson reported that she will follow up with the landlord and report back the requested information at the next Board meeting.

8.0 New Business and Action Items

8.1 Policies for the month of February (Final Reading)

- 8.1.1 616-District Accountability
- 8.1.2 691-Inclusive Education Plan
- 8.1.3 703-Fund Balance
- 8.1.4 709-Student Transportation
- 8.1.5 721-Uniform Grant Guidance Policy Regarding Federal Revenue Sources

Mr. Zwach motioned That policies 616, , 691, 703, 709 and 721 be received as Final Reading. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

- 8.1.6 801-Equal Access to School Facilities
- 8.1.7 806-Crisis Management
- 8.1.8 902-Use of School District Facilities and Equipment

Ms. Hardcopf motioned That policies 801, 806, 902 be received as First Readings. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

9.0 Other Action Items

9.1 Strategic Plan

Ms. Nelson went over the strategic plan with the Board. She then requested review the information and come with revisions, goals, etc for the plan to begin the revision process for the upcoming year.

9.2 2023-2024 Calendar Amendment

Ms. Nelson requested that April 10th, 2024 transition to a flex learning day due to a holiday and impact on transportation. After discussion, Ms. Hardcopf motioned for the district calendar to be amended. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

10.0 Adjournment

There being no further business, Mr. Zwach motioned for the meeting to adjourn noting the time at 9:57 am. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0