

Progeny Academy
 Regular Board Meeting
Approved Minutes
 Monday, June 17 , 2024
 12:30pm
 Progeny Academy, Virtual

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on June 17th, 2024 at 12:30pm virtually. 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; Mr. Paul Kinsley, School Consultant; Ms. Amy Erendu, IQS Cadra Member (Category 2).

1. Call to Order

The Chair called the meeting to order at 12:33 pm. 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-May 2024

Monthly Reports and Payment Registers (Ms. Pinna presenting)

April 2024

Fund 01

- As of May 31, 2024 the school has received in Fund 01 a total of \$1,181,444 of current Fiscal Year State, Federal, and Local revenues which is 73% of its current budgeted amount.
- As of May 31, 2024 the school has expended in Fund 01 \$1,466,330 which is 92% of its current budgeted expense.
- Progeny Academy ended May 2024 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of \$284,887.

Fund 02

- As of May 31, 2024 the school has received in Fund 02 a total of \$87,332 of current Fiscal Year State, Federal, and Local revenues which is 120% of its current budgeted amount.
- As of May 31, 2024 the school has expended in Fund 02 \$72,180 which is 118% of its current budgeted expense.
- Progeny Academy ended April 2024 with a current fiscal year to date Fund 02 positive balance (revenues received less expenditures incurred) of \$15,152.

Additional Notes

- A. Progeny Academy had a total cash balance of \$199,196 at the end of May 2024 reflected across all funds.
- B. The school was paid on 80 ADM or 85.8 Pupil Units in May of 2024. The FY24 Budget is based on 83 ADM or 91 PPUs.
- C. The Board also reviewed the payment register for the month.

5.2 Executive Director report: (Ms. Nelson presenting)

1. Enrollment:
 - A. 97 students enrolled
 - B. Planning for fall: Intent to return survey and calls: 80% returning, 4% not returning, 16% awaiting responses
2. Operations:
 - A. Meetings with IQS:
 - Bruce Lamprecht-categories 4 & 5
 - Sawsan Natsheh-Categories 1 & 3-
 - Required reports are to be sent within the next week
3. School
 - A. Completed MCA Assessments-data to be reported after embargo
 - B. Completed AIMSWeb and NWEA Testing for the year
 - C. Kindergarten graduation June 6th
 - D. Last Day of School events and grade 8 ceremony
 - E. Summer Learning begins June 17th along with ESY
4. Employment
 - A. Contracts that have been distributed and returned with employee signatures
 - B. Continue advertising for open positions

5.3 Authorizer Report

Ms. Erendu reported that she will be submitting her final reports to IQS and the annual report will be sent to the Director later in the summer or early fall.

5.4 Board Election Results

The Board congratulated Ms. Hardcopf on her re-election to the Board

6.0 Consent Agenda

- 6.1 Minutes of May 18, 2024 Board Meeting

- 6.2 Financial Report & Payment Register (May 2024)
- 6.3 Executive Director Report
- 6.4 Authorizer Report

Ms. Hardkopf 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 Space Planning Updates

Ms. Nelson stated that conversations may need to begin looking at options for future years. The Board discussed and shared thoughts.

8.0 New Business and Action Items

8.1 FY '25 Contracts

Ms. Nelson presented to the Board the following contracts/agreements for review and approval: Lease, Transportation (vans), Food Service, Athletics, Financials

After discussion and review Mr. Zwach motioned that the contracts and agreements be approved. The motion was seconded by Ms. Hardkopf.

Vote:

Aye	Nay	Abstention
3	0	0

8.2 Board Meeting Calendar for 2024-2025

The Board reviewed the Regular School Board Meeting Calendar for the 24-25 School Year

8.3 Board Election Procedures

Ms. Nelson shared the Board Election procedures that had been updated to ensure compliance with requirements. The information has also been posted on the school website.

8.4 Lead in Water Testing

Ms. Nelson reported that per state statute that schools must ensure that water is tested for lead, that a plan is in place to ensure safety protocols are in place and adhered to. Furthermore, information must be made available to stakeholders. Ms. Nelson further reported that the school site is being worked on, a draft plan is in the works and a lead test has been scheduled for mid June. All information will be shared with the Board at the next regularly scheduled Board meeting.

8.5 IOwA (Identified Official with Authority) designation for 24-25

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job

duties and authorize external user’s access to MDE secure systems for their local education agency (LEA). The Board recommends to authorize Nicole Nelson to act as the Identified Official with Authority (IOwA) and add name to act as the IOwA to add and remove names only for Progeny Academy Charter school 4263-07.

Ms. Hardcopf motioned that Ms. Nicole Nelson be authorized to act at the Identified Official with Authority (IOwA) for Progeny Academy Charter School 4263-07 for the 2024-2025 year. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

9.0 Other Action Items

No items reported.

10.0 Closed Meeting Item

10.1 Non-Public Data

Mr. Zwach moved that the School Board Meeting be closed as required by Minnesota Statute, statute 13D.05, Subd. 3(a) to evaluate the performance of an individual who is subject to its authority. The motion was seconded by Ms. Hardcopf.

Vote:

Aye	Nay	Abstention
3	0	0

The meeting closed to the public at 1:03pm.

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 1:16pm.

11.0 Adjournment

There being no further business, Ms. Hardcopf motioned for the meeting to adjourn noting the time at 1:17 pm. The motion was seconded by Mr. Zwach.

Vote:

Aye	Nay	Abstention
3	0	0

The next Board Meeting is scheduled for August 17th, 2024, 9:00 am at Progeny Academy Charter School. The Progeny Academy Board meets on the 2nd or 3rd Saturday of each month at 9:00 am. Please see the Progeny Academy [web page](#) for the agenda and minutes of meetings.