

Progeny Academy  
Regular Board Meeting  
**Approved Minutes**  
Saturday, October 12 , 2024  
9:00am

Progeny Academy, 5929 Brooklyn Blvd. Brooklyn Center, MN 55429, Room 209

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on October 12, 2024 at 9:00am at Progeny Academy. Roll call was taken with the following attendance:

Member Name	Position	Present	Absent
Mr. Jeramie Steinert	Chair	X	
Mr. Peter Zwach*	Director	X	
Ms. Nichelle Henderson**	Director	X	

\*Peter Zwach appeared by interactive technology due to illness.

\*\*Appointed at meeting, see minutes.

Also Present: Ms. Nicole Nelson, Ex-Officio & Director

**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. Nelson requested an amendment of adding item 7.4 to the consent agenda. Mr. Zwach moved for the Agenda to be approved with amendment. 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. Board Member Appointment**

After introductions and discussion Mr. Zwach motioned to appoint Ms. Nichelle Henderson to serve on the PACS Board of Directors as a teacher member. The motion was seconded by the Chair.

Vote:

Aye	Nay	Abstention
2	0	0

**5. Reports**

**5.1 Financial Reports-September 2024**

**Monthly Reports and Payment Registers (Ms. Nelson presenting)**

Fund 01

- As of September 30, 2024 the school has received in Fund 01 a total of \$345,753 of current Fiscal Year State, Federal, and Local revenues which is 19% of its current budgeted amount.
- As of September 30, 2024 the school has expended in Fund 01 \$329,900 which is 19% of its current budgeted expense.
- Progeny Academy ended September 2024 with a current fiscal year to date Fund 01 balance (revenues received less expenditures incurred) of \$15,853..

#### Fund 02

- As of September 30, 2024 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 September 30, 2024 the school has expended in Fund 02 \$5,123 which is 7% of its current budgeted expense.
- Progeny Academy ended September 2024 with a current fiscal year to date Fund 02 with a deficit balance (revenues received less expenditures incurred) of \$5,123.00.

#### Additional Notes

- A. Progeny Academy had a total cash balance of \$186,536 at the end of September, 2024 reflected across all funds.
- B. The school was paid on 85 ADM or 89.8 Pupil Units in July of 2024. The Board also reviewed the payment register for the month.

#### **6.2 Executive Director report: (Ms. Nelson presenting)**

1. Enrollment:
  - a. 91 students enrolled
2. Operations:
  - a. Authorizer Updates: Site visits from Sawsan Natsheh and Bruce Lamprecht
  - b. Annual Report, currently being created along with Needs Assessment
  - c. Conferences: October 14th-16th
  - d. MEA: October 17th-18th
  - e. Administrative training for FY'25 Food and Nutrition Audit
  - f. Fire Prevention with K-4 students on October 14th
  - g. Student Council
3. Student Achievement
  - a. WIDA screening is nearly complete; family information along with local and state assessment information has been distributed.
4. Employment
  - a. Termination: Ms. Jerrica Ross (Sped. Para)
  - b. Actively hiring for special education paraprofessional

#### **5.3 Authorizer report: No Report from Authorizer**

#### **7.0 Consent Agenda**

- 7.1 Minutes of August 19, 2024 Board Meeting
- 7.2 Financial Report & Payment Register (September 2024)

- 7.3 Executive Director Report
- 7.4 Employee Termination: Ms. Jerrica Ross

Mr. Zwach motioned for the Consent Agenda to be approved. The motion was seconded by Ms. Henderson.

Vote:

Aye	Nay	Abstention
3	0	0

**8.0 Old Business**

No old business to report at this time.

**9.0 New Business and Action Items**

**9.1 Policies for the month of October (Final/First Reading)**

- 9.1.1 403-At Will Employment
- 9.1.2 406-Public and Private Personnel Data
- 9.1.3 410-Family and Medical Leave
- 9.1.4 413-Harassment and Violence
- 9.1.5 414-Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- 9.1.6 525- Cell Phone/Electronics

Motion: Mr. Zwach moved that policies 403, 406, 410, 413, 414 and 525 be received as Final Readings. The motion was seconded by Ms. Henderson.

Vote:

Aye	Nay	Abstention
3	0	0

- 9.1.7 415-Mandated Reporting of Maltreatment of Vulnerable Adults
- 9.1.8 419-Tobacco Free Environment
- 9.1.9 420-Students and Employees with AIDS & other Communicable diseases and Infectious Conditions

Motion: Mr. Zwach moved that policies 415, 419 and 420 be received as First Readings. The motion was seconded by Ms. Henderson.

Vote:

Aye	Nay	Abstention
3	0	0

**9.2 PACS Bylaws**

Ms. Nelson presented the revised bylaws with the Board to go over specific changes to ensure compliance with state statute.

After discussion, Mr. Zwach motioned to approve the revised bylaws. The motion was seconded by Ms. Henderson.

Vote:

Aye	Nay	Abstention
3	0	0

**10.0 Other Action Items**

**9.1 Three Year Strategic Plan**

Ms. Nelson went over the strategic plan with the Board to discuss options for revisions. The Board requested that the plan incorporate scorecard goals and clarify. The Director will make revisions and share with the Board at the next meeting.

**11.0 Adjournment**

There being no further business, Mr. Zwach motioned for the meeting to adjourn noting the time at 9:58 am. The motion was seconded by Ms. Henderson.

Vote:

Aye	Nay	Abstention
3	0	0

The next Board Meeting is scheduled for November 16th, 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.