

Progeny Academy
 Regular Board Meeting
Approved Minutes
 Saturday, December 14, 2024
 9:00am

Progeny Academy, 5929 Brooklyn Blvd. Brooklyn Center, MN 55429, Virtual

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on November 16th , 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

Also Present: Ms. Nicole Nelson, Ex-Officio & Director; Ms. Marcy Myers, Board Development Trainer-Instructional Designs

1. Call to Order; Roll Call and Recognition of Visitors

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

Ms. Nelson requested that item 10.3 be moved to be item 4. 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. Board Training (item moved from 10.3) (Ms. Myers Presenting)

Board Member	Date of Training	Topic	Facilitator
Jeramie Steinert	12.14.24	Strategic Planning and Conduct Financial Oversight of Pupil Units	Marcy Myers, Instructional Designs, Inc.
Peter Zwach	12.14.24	Strategic Planning and Conduct Financial Oversight of Pupil Units	Marcy Myers, Instructional Designs, Inc.
Nicole Nelson (Ex-Officio)	12.14.24	Strategic Planning and Conduct Financial Oversight of Pupil Units	Marcy Myers, Instructional Designs, Inc.

5. Open Forum for members of the public wishing to address the board

No comments/inquiries made by the public.

6.0 Reports

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

Fund 01

- As of November 30, 2024 the school has received in Fund 01 a total of \$596,370 of current Fiscal Year State, Federal, and Local revenues which is 33% of its current budgeted amount.
- As of November 30, 2024 the school has expended in Fund 01 \$597,556 which is 34% of its current budgeted expense.
- Progeny Academy ended November 2024 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of \$11,186.

Fund 02

- As of November 30, 2024 the school has received in Fund 02 a total of \$12,418 of current Fiscal Year State, Federal, and Local revenues which is 14% of its current budgeted amount.
- As of November 30, 2024 the school has expended in Fund 02 \$24,289 which is 21% of its current budgeted expense.
- Progeny Academy ended November 2024 with a current fiscal year to date Fund 02 with a deficit balance (revenues received less expenditures incurred) of \$11,871.00.

Additional Notes

- A. Progeny Academy had a total cash balance of \$186,866 at the end of November, 2024 reflected across all funds.
- B. Progeny Academy, District 4263 had a balance of \$33,978 in accounts receivable at November 30, 2024.
- C. The Fund 2 Balance is subject to a one to two month lag in submission and receipt in funding.
- D. Progeny Academy had an overall audited fund balance of \$241,194 at June 30, 2024.
- E. The school was paid on 85 ADM or 89.8 Pupil Units in July of 2024.
- F. The Board also reviewed the payment register for the month.

6.2 Executive Director Report (Ms. Nelson presenting)

A. Enrollment: 94 Students

B. Operations

1. Reports

- a. Application for Educational Benefits completed
- b. WBWF Plan and Annual Report (Posted and Presented)
- c. Immunization reports submitted
- d. Charitable Organization Annual Report Forms

2. School

- a. Completion of Trimester I, Report cards sent out
- b. NWEA Testing
- c. Winter Break: December 23, 2024-January 3, 2025
- d. Field Trip (K-2, Children's Museum), January 8th

- e. Teacher evaluations
- 3. Staff Employment Update: No new hires at this time

7.0 Consent Agenda

- 7.1 Minutes of November 2024 Regular Board meeting
- 7.2 Financial Report & Payment Register (November '24)
- 7.3 Executive Director Report

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

Vote:

Aye	Nay	Abstention
2	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 November (Final/First Reading)

- 9.1.1 506-Student Discipline
- 9.1.2 514-Bullying Prohibition
- 9.1.3 522-Student Sex non-discrimination
- 9.1.4 524-Internet Acceptable Use
- 9.1.5 526-Hazing Prohibition

Motion: Mr. Zwach moved that policies 506, 514, 522, 524 and 526 be received as Final Readings. The motion was seconded by the Chair.

Vote:

Aye	Nay	Abstention
2	0	0

- 9.1.6 531-The Pledge of Allegiance
- 9.1.7 532-Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds
- 9.1.8 609-Religion
- 9.1.9 616-District Accountability
- 9.1.10 701 Segregation of Duties

Motion: Mr. Zwach moved that policies 531, 532, 609, 616 and 701 be received as First Readings. The motion was seconded by the Chair.

Vote:

Aye	Nay	Abstention
2	0	0

10. Other

10.1 Three Year Strategic Plan

Ms. Nelson presented the Three Year Strategic Plan for Board Members to review. The Plan was based on a combination of IQS contract goals, stakeholder feedback and Board feedback. The Board requested that the Director share the Plan with families and staff to gain additional feedback.

10.2 Non-Profit Charitable Organization Resolutions

After discussion Mr. Zwach motioned that the Resolutions for Non-Profit Charitable Organization documentation be adopted. The motion was seconded by the Chair.

Vote:

Aye	Nay	Abstention
2	0	0

10.3 Board Vacancies

Ms. Nelson shared that a parent is interested in joining the Board. Paperwork and background checks have been completed. Upon completion of training the parent member will be ready as a candidate for appointment.

11.0 Adjournment

There being no further business, Mr. Zwach motioned for the meeting to adjourn noting the time at 10:00 am. The motion was seconded by The Chair.

Vote:

Aye	Nay	Abstention
2	0	0

The next Board Meeting is scheduled for January 11th, 2025, 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.