

Progeny Academy Charter School
 Regular Board Meeting
Approved Minutes
 Saturday, September 13th, 2025
 9:00am

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on September 13th, 2025 at 9:00 am at Progeny Academy, 11600 Arbor Lakes Pkwy N Maple Grove MN, 55369 and and virtually. Roll call was taken with the following attendance:

Member Name	Position	Present	Absent
Mr. Jeramie Steinert	Chair	X	
Ms. Nichelle Henderson	Secretary	X*	
Ms. Rose Pollard	Director		X

*Secretary Henderson participated via interactive technology to accommodate transportation.

Also Present: Ms. Nicole Nelson, Ex-Officio & Director; Ms. Amy Erendu, Cadre Member-Innovative Quality Schools.

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

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

Secretary Henderson moved for the Agenda to be approved. The motion was seconded by the Chair.

Vote (Roll Call):

Secretary Henderson-Aye

Chair Steinert-Aye

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

No comments/inquiries made by the public.

5. Reports

5.1 Monthly Reports and Payment Register (Ms. Nelson presenting)

Fund 01

- As of August 31, 2025 the school has received in Fund 01 a total of \$197,979 of current Fiscal Year State, Federal, and Local revenues which is 11% of its current budgeted amount.
- As of July 31, 2025 the school has expended in Fund 01 \$203,246 which is 12% of its current budgeted expense.
- Progeny Academy ended August 2025 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of (\$5,267).

Fund 02

- As of August 31, 2025 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 July 31, 2025 the school has expended in Fund 02 of \$112.00, which is 0% of its current budgeted expense.
- Progeny Academy ended July 2025 with a current fiscal year to date Fund 02 with a balance (revenues received less expenditures incurred) of \$112.00.

Additional Notes

- A. Progeny Academy had a total cash balance of \$359,159 at the end of August 2025 reflected across all funds.
- B. Progeny Academy, District 4263 had a balance of (\$85,091) in accounts receivable at August 31, 2025.
- 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 \$450,531 at June 30, 2025.
- E. The school was paid on 85 ADM or 89.8 Pupil Units in July of 2025.
- F. The School has currently completed 16% of its fiscal calendar.
- G. The Board also review the monthly Check Registry

6.2 Executive Director Report (Ms. Nelson presenting)

- 1. Enrollment:
 - A. 79 students enrolled
- 2. Operations:
 - A. Authorizer Updates
 - B. First Day of School: August 28th/September 2nd
 - C. Science from Scientists Kick Off: September 18th
 - D. Student Council

6.3 Authorizer Report

No report from the Authorizer. Ms. Erendu noted she was happy to be working with PACS again this year.

7.0 Consent Agenda

- 7.1 Minutes of August 26, 2025 Regular Board meeting
- 7.2 Financial Report & Payment Register (August '25)
- 7.3 Executive Director Report

Secretary Henderson motioned for the Consent Agenda to be approved. The motion was seconded by the Board Chair.

Vote (Roll Call):

Secretary Henderson-Aye
 Chair Steinert-Aye

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 August (Final Reading)

- 9.1.1 100A-Complaint Process
- 9.1.2 100B-Return to Work
- 9.1.3 214-State Travel by School Board Members
- 9.1.4 406-Public and Private Personnel Data
- 9.1.5 406B Employee Administrative Record Retention
- 9.1.6 407 Employee Right to Know-Exposure to Hazardous Substances
- 9.1.7 533-Wellness

Secretary Henderson moved that policies 100A, 100B, 214, 406, 406B, 407 and 533 be received as Final Readings. The motion was seconded by the Chair.

Vote (Roll Call):

Secretary Henderson-Aye

Chair Steinert-Aye

- 9.1.8 410-Family and Medical Leave
- 9.1.9 411-Group Health Insurance
- 9.1.10 412-Expense Reimbursement
- 9.1.11 413-Harassment and Violence
- 9.1.12 414-Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- 9.1.13 415-Mandated Reporting of Maltreatment of Vulnerable Adults

Secretary Henderson moved that policies 410, 411, 412, 413, 414 and 415 be received as First Readings. The motion was seconded by the Chair.

Vote (Roll Call):

Secretary Henderson-Aye

Chair Steinert-Aye

9.2 Progeny SY26 Continuous Improvement Plan

Ms. Nelson shared the School Improvement Plan for the 2025-2026 year. Ms. Nelson noted the two categories of focus included Board Governance and Student Performance. The Board went through the goals and action plans in each category.

After discussion, Secretary Henderson motioned that the 2025-2026 School Improvement Plan be approved. The motion was seconded by the Chair.

Vote (Roll Call):

Secretary Henderson-Aye

Chair Steinert-Aye

10. Other

10.1 Member Recruiting

Ms. Nelson noted that there was a teacher interested in joining the Board and she will work with them to meet requirements prior to the next meeting for potential appointment. Additionally, Ms. Nelson noted the actions she has taken to continue to recruit for open seats. Ms. Erendu requested a copy of these actions and Ms. Nelson noted she would share with Ms. Erendu as soon as possible.

11.0 Adjournment

There being no further business, Secretary Henderson motioned for the meeting to adjourn noting the time at 9:43 am. The motion was seconded by Ms. Henderson.

Vote (Roll Call):

Secretary Henderson-Aye

Chair Steinert-Aye

The next Board Meeting is scheduled for October 11, 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.