

Progeny Academy Charter School
 Regular Board Meeting
Approved Minutes
 Friday, March 20th, 2026
 11:00am

Pursuant to due call and notice thereof, the Board of Director meeting of Progeny Academy Charter School, ISD 4263, was held on March 20th, 2026 at 11:00 am at Progeny Academy 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 |
| Mr. Thomas Schmidt | Treasurer | X | |
| Ms. Rose Pollard | Director | | X |
| Ms. Sandra Gordon-mai Johnson | Director | X* | |

*Director Gordon-mai Johnson attended virtually due to work attendance.

Also Present: Ms. Nicole Nelson, Ex-Officio & Director; Ms. Marcy Meyer, Trainer IDI; Ms. Emily Peterson, Cadre Member (Categories 4 & 5)-Innovative Quality Schools

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

The Chair called the meeting to order at 11:02 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

Treasurer Schmidt moved for the Agenda to be approved. The motion was seconded by Director Johnson.

Vote (Roll Call):

Treasurer Schmidt-Aye

Director Johnson-Aye

Chair Steinert-Aye

Motion Carried.

4. Open Forum for members of the Public to Address the Board

No public requests to address the Board.

5.0 Board Training (Ms. Myers Presenting)

| New Board Member Training | | | | | | |
|---------------------------|----------------------------------|------------------|--------------------|----------------------------------|-------------------------|---------------------------|
| Board Member | Board Roles and Responsibilities | Open Meeting Law | Data Practices Law | Board Roles and Responsibilities | Employment Policies and | Public School Funding and |

| | | | | Regarding Student Achievement | Practices | Financial Management |
|----------------------|--|---|---|---|---|---|
| Rose Pollard | Take Minutes, MNCharterboard, 1.8.25 | Conduct Open Meetings, MNCharterboard, 1.8.25 | Respond to Data Requests, MNCharterboard, 1.8.25 | Meeting Requirements for Serving Students with IEPs, Instructional Designs, Inc., 12.24.25 | Safeguard Personnel and Employee Data, Instructional Designs, Inc., 12.24.25 | Conduct Financial oversight of Pupil Units, Instructional Designs, Inc., 12.24.25 |
| Thomas Schmidt | How to be a Better Board, Instructional Designs, Inc., Marcy Myers,, 11.10..25 | Conduct Open Meetings, Instructional Designs, Inc., Marcy Myers,, 11.10..25 | Safeguard Student Data, Instructional Designs, Inc., Marcy Myers, 11.10..25 | Conduct Board Elections and Meet Requirements for Serving Students with IEPs, Instructional Designs, Inc., Marcy Myers, 11.14.25 Ensuring the Charter School Teaches and Assesses Grade Level Minnesota Standards, Instructional Designs, Inc., Marcy Myers, 2.13.26 Program Oversight and Evaluation, Instructional Designs, Inc., Marcy Myers, 3.20.26 Legal Liability for MN Charter Schools, Instructional Designs, Inc., Marcy Myers, 3.20.26 | Safeguard Personnel and Employee Data, Instructional Designs, Inc., Marcy Myers, 11.14.25 | Adopt a Budget, Instructional Designs, Inc., Marcy Myers, 2.13.26 |
| Sandra Smith-Johnson | How to be a Better Board, Instructional Designs, Inc., Marcy Myers, 12.12.25 | MN Open Meeting Law, Instructional Designs, Inc., Marcy Myers,, 12.12.25 | Safeguard Student Data, Instructional Designs, Inc., Marcy Myers, 12.12.25 | Ensuring the Charter School Teaches and Assesses Grade Level Minnesota Standards, Instructional Designs, Inc., Marcy Myers, 2.13.26 Program Oversight and Evaluation, Instructional Designs, Inc., Marcy Myers, 3.20.26 Legal Liability for MN Charter Schools, | | Adopt a Budget, Instructional Designs, Inc., Marcy Myers, 2.13.26 |

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|--|--|--|--|---|--|--|
| | | | | Instructional Designs, Inc., Marcy Myers, 3.20.26 | | |
|--|--|--|--|---|--|--|

| Annual Training | | | |
|--------------------|------------------|--|--|
| Board Member | Date of Training | Topic | Facilitator |
| Jeramie Steinert | 11.14.25 | <ul style="list-style-type: none"> • Conduct Board Elections • Meeting Requirements for Serving Students with IEPs • Safeguard Personnel Data | Marcy Myers, Instructional Designs, Inc. |
| | 2.13.26 | <ul style="list-style-type: none"> • Ensuring the Charter School Teaches and Assesses Grade Level Minnesota Standards • Adopt a Budget | Marcy Myers, Instructional Designs, Inc. |
| | 3.20.26 | <ul style="list-style-type: none"> • Program Oversight and Evaluation • Legal Liability for MN Charter Schools | Marcy Myers, Instructional Designs, Inc. |
| Nichelle Henderson | 11.14.25 | <ul style="list-style-type: none"> • Conduct Board Elections • Meeting Requirements for Serving Students with IEPs • Safeguard Personnel Data | Marcy Myers, Instructional Designs, Inc. |
| | 2.13.26 | <ul style="list-style-type: none"> • Ensuring the Charter School Teaches and Assesses Grade Level Minnesota Standards • Adopt a Budget | Marcy Myers, Instructional Designs, Inc. |
| Nicole Nelson | 11.14.25 | <ul style="list-style-type: none"> • Conduct Board Elections • Meeting Requirements for Serving Students with IEPs • Safeguard Personnel Data | Marcy Myers, Instructional Designs, Inc. |
| | 2.13.26 | <ul style="list-style-type: none"> • Ensuring the Charter School Teaches and Assesses Grade Level Minnesota Standards • Adopt a Budget | Marcy Myers, Instructional Designs, Inc. |
| | 3.20.26 | <ul style="list-style-type: none"> • Program Oversight and Evaluation • Legal Liability for MN Charter Schools | Marcy Myers, Instructional Designs, Inc. |

6. Reports
6.1 Monthly Reports and Payment Register (Director Nelson Presenting)
Fund 01

- As of February 28, 2026 the school has received in Fund 01 a total of \$947,892 of current Fiscal Year State, Federal, and Local revenues which is 61% of its current budgeted amount.
- As of February 28, 2026 the school has expended in Fund 01 \$1,129,410 which is 66% of its current budgeted expense.
- Progeny Academy ended February 2026 with a current fiscal year to date Fund 01 deficit balance (revenues received less expenditures incurred) of (\$181,513).

Fund 02

- As of February 28, 2026 the school has received in Fund 02 a total of \$49,044 of current Fiscal Year State, Federal, and Local revenues which is 56% of its current budgeted amount.
- As of February 28, 2026 the school has expended in Fund 02 of \$43,594, which is 54% of its current budgeted expense.
- Progeny Academy ended February 2026 with a current fiscal year to date Fund 02 with a balance (revenues received less expenditures incurred) of \$5,450.

Additional Notes

- A. Progeny Academy had a total cash balance of \$276,076 at the end of February 2026 reflected across all funds.
- B. Progeny Academy, District 4263 had a balance of \$862 in accounts receivable at February 28, 2026.
- 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 \$450,535 at June 30, 2025.
- E. The school was paid on 85 ADM or 89.8 Pupil Units in January of 2026.
- F. The School has currently completed 66% of its fiscal calendar.
- G. The Board also reviewed the monthly Check Registry as well as the Report and Check Registry from February 2026.

6.3 Executive Director Report (Director Nelson presenting)

1. Enrollment:
 - A. 81 students enrolled
2. Operations:
 - A. Authorizer Updates
 - a. Visits: Elizabeth Peterson
 - b. Contract Renewal Update
 - c. Admissions and Lottery Policy Compliance
 - B. Reports
 - a. State Assessment Audit
 - b. Food and Nutrition Audits
 - c. MARSS 62 Submission
 - d. Star Report Submission/Status
 - e. "I Love to Read Month
 - f. Honor Roll Acknowledgement
 - C. School

- a. State Assessments
 - b. Field Trip (K-2 Students)
 - c. End of the Second Trimester
 - d. District Calendar Revision
 - e. Spring Break
3. Employment Update
- A. Job Fair Attendance

6.4 Authorizer Report

No report from the Authorizer.

7.0 Consent Agenda

- 7.1 Minutes of February 13th, 2026 Regular Board meeting
- 7.2 Financial Report and Payment Register (February-'26)
- 7.3 Executive Director Report

Treasurer Schmidt moved for the Consent Agenda to be approved. The motion was seconded by Director Johnson.

Vote (Roll Call):

Treasurer Schmidt-Aye

Director Johnson-Aye

Chair Steinert-Aye

Motion Carried.

8.0 Old Business

No old business to report at this time.

9.0 New Business and Action Items

9.1 Policy 591 Revisions

Director Nelson provided a copy of the revised Admissions policy and went through updates and revisions to ensure state compliance.

After discussion, Treasurer Schmidt motioned for Policy 591 be approved with revisions. The motion was seconded by Director Johnson.

Vote (Roll Call):

Treasurer Schmidt-Aye

Director Johnson-Aye

Chair Steinert-Aye

Motion Carried.

9.2 2026-2027 District Calendar (Director Nelson Presenting)

Director Nelson presented the Board with a proposed calendar for the 2026-2027 School Year.

Director Nelson went over day count days off and other critical activities.

After discussion, Treasurer Schmidt motioned that the proposed 2026-27 District Calendar be approved. The motion was seconded by Director Johnson.

Vote (Roll Call):

Treasurer Schmidt-Aye

Director Johnson-Aye
Chair Steinert-Aye
Motion Carried.

9.3 School Board Election Procedures Update

Director Nelson provided an update on the seats open and that information to the community regarding nomination requests will go out this upcoming week.

10.0 Adjournment

There being no further business, Treasurer Schmidt motioned for the meeting to adjourn noting the time at 12:19 pm. The motion was seconded by Director Johnson.

Vote (Roll Call):

Vote (Roll Call):

Treasurer Schmidt-Aye

Director Johnson-Aye

Chair Steinert-Aye

Motion Carried.

The next Board Meeting is scheduled for March 20th, 2026, 11:00 am at Progeny Academy Charter School. The Progeny Academy Board traditionally 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.