



Elgin Math & Science Academy

Board of Directors

Date and Time

Tuesday August 24, 2021 at 6:00 PM CDT

Location

Online viewing: Join Zoom Meeting

<https://zoom.us/j/93483783981?pwd=QmJCVStBMVJxdVN1d2FXylpuQ0gxZz09>

Meeting ID: 934 8378 3981

Passcode: EMSA

One tap mobile

+13126266799,,93483783981#,,,,*602429# US (Chicago)

+19292056099,,93483783981#,,,,*602429# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 934 8378 3981

Passcode: 602429

At EMSA, students and teachers will reach their highest potential through active exploratory learning and social responsibility.

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
Opening Items			
A. Record Attendance and Guests		Doree Haight	1 m
B. Call the Meeting to Order		Gary Swick	1 m

	Purpose	Presenter	Time
C. Motion to Enter Executive Closed Session	Vote	Gary Swick	1 m
D. Executive Session	Discuss	Gary Swick	2 m

The EMSA Board proposes a closed session to discuss specifically items enumerated below and in accordance with the Open Meetings Act which provides:

(c) Exceptions. A public body may hold closed meetings to consider the following subjects:

(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting,**

E. Motion to Exit Executive Closed Session	Vote	Gary Swick	1 m
F. Public Comment		Melanie Gibb	1 m

Public comment: The time for public comment will take place at the end of the meeting due to the online nature of our gathering. If anyone would like to participate, we ask that you sign-in with your first and last name, subject of your comment/question and the best way for us to contact you (if you want feedback) in the comments bar provided on screen. We welcome this and consider it seriously, but we cannot respond immediately unless the President or meeting chair decides that an immediate response is needed and can be made during public comment, s/he will refer it to the appropriate person for a brief response. Due to this virtual format, individual comments and questions submitted will be read into record at the end of the meeting.

In order to allow more public input, the Board welcomes written comments or inquiries submitted before the meeting to board@emsacharter.org.

II. Community

6:07 PM

A. Community Crew	Discuss	Gary Swick	10 m
B. Approve Minutes	Approve Minutes	Doree Haight	2 m
Approve minutes for Board of Directors on July 27, 2021			
C. Approve Minutes	Approve Minutes	Doree Haight	2 m
Approve minutes for Board Retreat and Planning on June 24, 2021			
D. Decision-Making Practices	Discuss	Gary Swick	2 m

- Review the decision-making pitfalls at the beginning of each meeting. Consider a rotation: pick one pitfall to focus on at each meeting.
- Decision Making Challenges and Biases:
 - Common information effect
 - Escalation of commitment
 - Failure to seek disconfirming information
 - Availability bias
 - Anchoring
 - Decision Fatigue
- As a board focus on asking at least 1 disconfirming question at each meeting

	Purpose	Presenter	Time
III. Financial and Operations Report			6:23 PM
A. SY2021-22 Staff Handbook	Vote	Dan Alexander and Sue Braley	10 m
B. Interim Financial Statements FY22 - July	Discuss	Shanan Egger	10 m
C. Audit Committee Report	Vote	Adam Gray	3 m
Audit Committee Meeting will be held on Tuesday August 24, 2021.			
Board is asked to approve the TKO Engagement Letter unanimously recommended by EMSA's Audit Committee at its February 23, 2021 Meeting.			
D. Resolution to make Board President, Treasurer, COO, and Principal signatories on bank accounts	Vote	Adam Gray	2 m
E. Expansion Project - Financial Tracking	Discuss	Dan Alexander	10 m
The Gym Building was occupied on August 4, 2021 on the return of staff. The COO Report to Board and financial tracking document is attached.			
IV. Principal's Report			6:58 PM
Board			
A. Principal's Report	FYI	Jacquelyn Willer	5 m
B. New Policies Vote	Vote	Jacquelyn Willer	1 m
V. EMSA Parent Teacher Crew Report			
VI. Master Planning Report			7:04 PM
A. Environmental Work Group (Subcommittee)	FYI	Gary Swick	1 m
8/29 volunteer effort to work on the gymnasium playground. Trail planning--looking for a parent co-chair.			
VII. Outreach: Families and Community			7:05 PM
Outreach: Families and Community			
A. Update on Outreach Activities	FYI	Kimberly Shaw	2 m
Outreach has a calendar of events that EMSA would like to attend. Let Kimberly know if you would like to pitch-in at one or more of these events.			
VIII. Governance			7:07 PM

	Purpose	Presenter	Time
A. Board Member Recruitment	Discuss	Kerry Kelly	3 m
Process for new board members:			
B. Committee Chair Opening	Discuss	Gary Swick	5 m
IX. Academic Excellence			7:15 PM
A. Committee Chair Opening	Discuss	Gary Swick	5 m
X. Principal Support & Evaluation Committee			
XI. Other Business			7:20 PM
A. Audience Comments and Questions	FYI	Melanie Gibb	1 m
Audience Comments and Questions will be read into record at this time.			
XII. Closing Items			7:21 PM
A. Adjourn Meeting	Vote	Gary Swick	