



Elgin Math & Science Academy

Board of Directors

Date and Time

Tuesday January 25, 2022 at 6:00 PM CST

Location

Virtual Meeting

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
C. Public Comment		Gary Swick	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 comment with your first and last name, 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 by the board 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.

	Purpose	Presenter	Time
D. Approve Minutes from December 21, 2021 Board Meeting	Approve Minutes	Doree Haight	2 m

II. Community 6:05 PM

A. Community Crew	Discuss		10 m
-------------------	---------	--	------

III. Financial Report 6:15 PM

A. Financial Statements	Discuss	Shanan Egger	15 m
-------------------------	---------	--------------	------

B. Staff Compensation Task Force Report	Discuss	Jacquelyn Willer	5 m
---	---------	------------------	-----

Another meeting will be scheduled in February to continue to discuss benefits/pay and evaluation structures.

Additionally, Jacquelyn is attending a meeting on next Thursday with HR to discuss our insurance benefits as there are additional ones that staff have brought up that could be helpful benefits such as short term and long term disability, mental health assistance programs, and more.

Please see the attached document for specific comments from staff regarding the equity salary moves.

C. Line of Credit Increase	Vote	Shanan Egger	5 m
----------------------------	------	--------------	-----

Wintrust has approved an increase in the credit limit for EMSA's Operating Line of Credit, from its historic \$150,000 limit to \$250,000.

Suggested Board Resolution:

RESOLVED, Dan Alexander, as Chief Operating Officer of Elgin Math & Science Academy, is authorized on behalf of the EMSA Board to execute, sign, and deliver to Wintrust Bank and its affiliates, any forms, agreements, and any account opening and service documentation and do all acts, things, and any account opening and service documentation and do all acts, things, and matters whatsoever necessary for the maintenance and execution of the Line of Credit under such terms and conditions as he may deem good or advisable at his discretion.

IV. Principal's Report 6:40 PM

A. Principal's Report	FYI	Jacquelyn Willer	10 m
-----------------------	-----	------------------	------

V. Operations and Construction Report 6:50 PM

A. Construction Update	Discuss	Dan Alexander	2 m
------------------------	---------	---------------	-----

Construction for the Gym project is complete. Payment #8 has funded. Payment #9 will close out the Project; EMSA is waiting on the pay application from Bulley & Andrews, which is expected in the second half of January.

B. COO Operations Report	FYI	Dan Alexander	5 m
--------------------------	-----	---------------	-----

	Purpose	Presenter	Time
Highlights of COO activity since our December Board meeting are described in the attached Report.			

C. Finance & Operations Committee Report	FYI	Adam Gray	3 m
--	-----	-----------	-----

Minutes from the January 18, 2022 Finance & Operations Committee are attached.

VI. Master Planning Report 7:00 PM

A. Master Planning Update	Discuss	Kerry Kelly	5 m
---------------------------	---------	-------------	-----

B. Elementary (fka Neil) Building Interior Modifications	Vote		15 m
--	------	--	------

C. Environmental Work Group	FYI	Gary Swick	5 m
-----------------------------	-----	------------	-----

VII. Principal & COO Support & Evaluation Committee 7:25 PM

A. Report	Discuss	Bethea Lane & Adam Gray	5 m
-----------	---------	-------------------------	-----

VIII. Academic Excellence 7:30 PM

A. Report	FYI	Bethea Lane	5 m
-----------	-----	-------------	-----

B. New Staffing Updates	FYI	Jacquelyn Willer	5 m
-------------------------	-----	------------------	-----

This has not yet been brought back to the committee to be re-discussed after only some positions were approved at the last staff meeting.

At this time, staffing projections haven't changed, although this is something that we were going to re-discuss at the next AEC meeting in February, and bring to the board for a vote again at the February board meeting.

IX. Governance 7:40 PM

A. Board Training Certificates	FYI	Gary Swick	2 m
--------------------------------	-----	------------	-----

B. Strategic Planning Session	Discuss	Gary Swick	2 m
-------------------------------	---------	------------	-----

C. Charter Renewal Process Check-In	FYI	Jacquelyn Willer & Dan Alexander	2 m
-------------------------------------	-----	----------------------------------	-----

D. Board and Committee Member Recruitment	Discuss	Gary Swick & Kerry Kelly	2 m
---	---------	--------------------------	-----

	Purpose	Presenter	Time
E. Illinois Association of School Boards Update, if any	Discuss	Kerry Kelly	2 m
F. EMSA Board Leadership Change to Co-Chairs	Vote	Gary Swick	5 m

The creation of co-chair leadership roles fits within the bylaws and keeps all other executive office holders in place.

X. EMSA Parent Teacher Crew Report 7:55 PM

A. EMSA PTC Update	FYI	Sue Bennett & Bethea Lane	5 m
---------------------------	-----	---------------------------	-----

XI. Outreach: Families and Community 8:00 PM

Outreach: Families and Community

A. Update on Outreach Activities	FYI	Kimberly Shaw	5 m
---	-----	---------------	-----

XII. Development Committee 8:05 PM

A. Report of Development Committee	FYI	Doree Haight and Dan Alexander	5 m
---	-----	--------------------------------	-----

XIII. Other Business 8:10 PM

A. Audience Comments and Questions	FYI	Doree Haight	2 m
---	-----	--------------	-----

Audience Comments and Questions will be read into record at this time.

B. Motion to Enter Executive Closed Session	Vote	Gary Swick	1 m
--	------	------------	-----

C. 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,***

D. Motion to Exit Executive Closed Session	Vote	Gary Swick	1 m
---	------	------------	-----

XIV. Closing Items 8:16 PM

A. Adjourn Meeting	Vote	Gary Swick	
---------------------------	------	------------	--