



# Elgin Math & Science Academy

## Board of Directors

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### Date and Time

Tuesday May 24, 2022 at 6:00 PM CDT

### Location

EMSA Art Barn at 1600 Dundee Ave, Elgin

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

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
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](mailto:board@emsacharter.org).**

D. Approve Minutes from April 26, 2022 Board Meeting	Approve Minutes	Doree Haight	2 m
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	Purpose	Presenter	Time
E. FOIA Report	Discuss	Dan Alexander	2 m
<b>II. Community</b>			<b>6:07 PM</b>
A. Community Crew	Discuss		5 m
<b>III. Operations and Construction Report</b>			<b>6:12 PM</b>
A. COO Operations Report	FYI	Dan Alexander	5 m
Highlights of COO activity since our April Board meeting are described in the attached May COO Report.			
B. Longhouse Capital Advisors	Vote	Dan Alexander	7 m
Longhouse Capital Advisors would serve EMSA as our advisor - an extension of EMSA, working only for us - in obtaining bond financing for a future project. The Finance Committee voted unanimously on May 19, 2022 at its Special Meeting to recommend the Board authorize staff to sign the attached Engagement Letter. The Finance Committee interviewed Ms. Wall at its Special Meeting of May 3, 2022. The initial cost to EMSA is a \$5,000 fee payable upon the commencement or work. Full terms are described in the attached Letter.			
C. Approval of Summer 2022 Construction	Vote	Dan Alexander	10 m
The Finance & Operations Committee voted unanimously at its May 19, 2022 Meeting to recommend the Board authorize up to \$47,316 in construction at the Middle School, Elementary and Art Barn Buildings. The work is to pay for sound insulation, Gym curtain, and TV relocation at the Middle School, drinking fountain sink and toilet improvements at all three buildings. The work would be paid for after June 30, 2022 and would take place this summer 2022.			
<b>IV. Financial Report</b>			<b>6:34 PM</b>
A. Financial Statements - April 30, 2022	Discuss	Shanan Egger or Dan Alexander	15 m
B. Finance & Operations Committee Report	Discuss	Adam Gray	10 m
The Minutes of the May 3 2022 Special Meeting, May 17 2022 Regular Meeting, and May 19 2022 Special Meeting of the Finance & Operations Committee are attached.			
The Committee began review of the FY23 Budget at its May 17th Meeting. Two versions of Budgets were presented May 17, both attached: an Admin proposal, and an Admin proposal with additionally an Executive Director. In each, the Admin proposal is the worksheet assuming bond financing in the amount of \$13.5 million, to retire existing debt, renovate the Administration Building, and borrow certain interest reserves.			
The Finance Committee will continue to review the FY23 Budget and make a recommendation to the Board on a FY23 Budget, in June.			

	Purpose	Presenter	Time
<b>V. Principal's Report</b>			<b>6:59 PM</b>
A. Principal's Report	FYI	Jacquelyn Willer	10 m
<b>VI. EMSA Parent Teacher Crew Report</b>			<b>7:09 PM</b>
A. EMSA PTC Update	FYI	Sue Bennett & Bethea Lane	5 m
<b>VII. Master Planning Report</b>			<b>7:14 PM</b>
A. Master Planning Update	Discuss	Kerry Kelly	5 m
B. Environmental Work Group	FYI	Gary Swick	5 m
Highlights:			
<ul style="list-style-type: none"> <li>• Enviro WG looking forward to supporting Passion Projects</li> <li>• Requested prioritization of summer work</li> <li>• Campus map &amp; opportunities to review available to staff</li> <li>• Trail work in Ravine progressing</li> <li>• Campus sitings: swifts have returned, bluebirds, warblers, turkey vultures, red tail hawk, Baltimore Orioles, blue jays (never left!), black squirrels, deer (of course!), badger, skunk cabbage, Jack in the Pulpit, Marsh Marigold, May Apple, Prairie Trillium. anyone have any adds?</li> </ul>			
<b>VIII. Academic Excellence</b>			<b>7:24 PM</b>
A. Report	FYI	Bethea Lane	5 m
<b>IX. Governance</b>			<b>7:29 PM</b>
A. Board OMA and FOIA Training Updates	FYI	Kerry Kelly	2 m
B. Board Assessment Survey	FYI	Melanie Gibb	1 m
C. Mission, Vision, Goals	Discuss	Melanie Gibb	5 m
D. Charter Renewal Process Check-In	FYI	Jacquelyn Willer & Dan Alexander	1 m
<b>X. Outreach: Families and Community</b>			<b>7:38 PM</b>
Outreach: Families and Community			
A. Update on Outreach Activities	FYI	Kimberly Shaw	5 m

	Purpose	Presenter	Time
<b>XI. Development Committee</b>			<b>7:43 PM</b>
A. Report of Development Committee	FYI	Doree Haight	2 m
<b>XII. Principal &amp; COO Support &amp; Evaluation Committee</b>			<b>7:45 PM</b>
A. Report	Discuss	Bethea Lane & Adam Gray	
<b>XIII. Other Business</b>			<b>7:45 PM</b>
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
<b>XIV. Closing Items</b>			<b>7:51 PM</b>
A. Adjourn Meeting	Vote	Gary Swick	