



Elgin Math & Science Academy

Board of Directors Meeting

Date and Time

Wednesday April 24, 2024 at 4:00 PM CDT

Location

Admin Building - SS Classroom

1600 Dundee Ave

Elgin, IL 60120

Our Mission:

The Elgin Math and Science Academy is an EL Education public charter school.

We strive to support the whole child and develop socially responsible leaders who aspire to create a better world.

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:00 PM
Opening Items			
A. Record Attendance and Guests		Kaitlyn Coventry	1 m
B. Call the Meeting to Order		Kerry Kelly	1 m

	Purpose	Presenter	Time
II. Board Meeting			4:02 PM
A. Public Comment	FYI	Kerry Kelly	1 m
<p>Public comment: The time for public comment will take place at the end of the meeting. 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. We take public comment 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.</p> <p>In order to allow more public input, the Board welcomes written comments or inquiries submitted before the meeting to board@emsacharter.org.</p>			
B. Approve Minutes from February 7th Special Board Meeting	Approve Minutes	Kerry Kelly	2 m
C. Approve Minutes from February 20th Special Board Meeting	Approve Minutes	Kerry Kelly	5 m
D. Approve Minutes from February 21st Special Board Meeting	Approve Minutes	Kerry Kelly	5 m
E. Approve Minutes from February 22nd Special Board Meeting	Approve Minutes	Kerry Kelly	1 m
F. Approve Minutes from February 28th Board Meeting	Approve Minutes	Kerry Kelly	1 m
G. Approve Minutes from March 5th Special Board Meeting	Approve Minutes	Kerry Kelly	1 m
H. Approve Minutes from March 6th Special Board Meeting	Approve Minutes	Kerry Kelly	1 m

		Purpose	Presenter	Time
I.	Approve Minutes from March 7th Special Board Meeting	Approve Minutes	Kerry Kelly	1 m
J.	Approve Minutes from March 12th Special Board Meeting	Approve Minutes	Kerry Kelly	1 m
K.	Approve Minutes from March 19th Special Board Meeting	Approve Minutes	Kerry Kelly	1 m
L.	Approval of Draft Executive Minutes	Vote	Kerry Kelly	2 m

• Draft Executive Session Minutes:

- 01.24.2024
- 02.07.2024
- 02.20.2024
- 02.21.2024
- 02.22.2024
- 03.05.2024
- 03.06.2024
- 03.07.2024
- 03.12.2024
- 03.19.2024

III. Financial Report

4:24 PM

A.	Finance & Operations Committee Report	Vote	Adam Gray, Paul Stagen, Douglas De Jong	10 m
-----------	---------------------------------------	------	---	------

Approved Minutes of the February 23, March 11, and April 5th Finance & Operations Committee are attached.

Draft Minutes of the April 19 Finance Committee are also attached.

1. The Committee voted to recommend the full Board, at its April 28th Meeting, vote to adopt the following Resolution:

	Purpose	Presenter	Time
"Resolved, that the Board of Directors authorize the Chief Strategy Officer, Chief Operating Officer to execute any and all documents necessary for the establishment of a \$250,000 Line of Credit with First Mid Bank."			

B.	Discussion of FY25 Budget Planning	Discuss	Douglas DeJong, Adam Gray, Paul Stagen	10 m
-----------	------------------------------------	---------	--	------

The Finance Committee expects to review a draft FY25 Budget at its upcoming May 17 Meeting. The FY25 Budget will also be reviewed by the Board at its May Meeting. Another reading of the FY25 Budget will occur at the June Finance committee meeting. The June Meeting of the Board would see the FY25 Budget adopted, as is typical.

The Committee notes the following for the Board's information:

1. The Committe is working closely with Administration on early versions of the FY25 budget and FY25-29 Five Year projection. A number of factors are in play. Of central importance is the transportation legislation being pushed by EMSA's community, and championed by Rep. Moeller amongst others. This legislation passed the full House by 116-0 vote on April 18th. The Illinois Senate will take up the legislation when it returns to session on or around April 30th.

C.	Financial Statements - March 31, 2024	Discuss	Douglas DeJong	10 m
-----------	---------------------------------------	---------	----------------	------

The financial statements for March 31, 2024, are attached.

IV. General Operations Report 4:54 PM

A.	Operations Report		Dan Alexander (in absentia)	2 m
-----------	-------------------	--	--------------------------------	-----

Dan Alexander will not be present at the Board Meeting, as he will be observing the Passover holiday.

His report is as follows:

1. **FY25 Budget.** Much energy has gone into the bottom-up budgeting process in early 2024. Several scenarios of the 5 Year Financial Model have been created and updated in the wake of a need to reforecast the FY25 PCTC figure, and because ISBE notified EMSA that it erred in awarding EMSA general transportation revenue going back to FY21.

2. **Food Program.** EMSA conducted the RFP process for both the National School Lunch program (lunch, breakfast, snack) and the CACFP program (Supper). Quest was the only bidder. Quest held its pricing constant for both programs in nominal dollar terms, meaning FY25 would be financially better for EMSA, other things being equal. ISBE has approved Quest’s contract for CACFP and should have approved Quest for NSLP by the April Board Meeting, based on current information.

3. **Construction Payout.** The Admin Building construction payments should be completed by the April board Meeting. The City of Elgin did return EMSA’s deposit to EMSA, as expected. EMSA has received the final Certificate of Occupancy for the Admin Building.

4. **PowerSchool.** EMSA’s consultant is on track to complete the PowerSchool training with Front Office staff by end of April, as scheduled.

5. Work by **Preston Consulting** on the campus facility study is going. Preston has surveyed the campus and buildings extensively, surveyed stakeholders, and is in the process of conducting interviews with stakeholders, 1:1. A draft Report from Preston should be received in mid-May. A May or June presentation at the Master Planning Committee is anticipated.

V.	Governance			4:56 PM
	A. Nomination for Board: Hillyn Sennholtz	Vote	Kerry Kelly	5 m
VI.	Principal's Report			5:01 PM
	A. Principal's Report	FYI	Jacquelyn Willer	10 m
VII.	EMSA Committee and Parent-Teacher Crew Reports			5:11 PM
	A. Development Report	FYI	Katie Taylor & Doree Haight	10 m
	B. EMSA PTC Update	FYI	Melanie Toth	5 m
	C. Master Planning Committee	FYI	Gary Swick	5 m
	D. Governance	Vote	Kerry Kelly	5 m

	Purpose	Presenter	Time
Approval of Board Evaluation Report for R. Manderschied.			

VIII. Executive Session 5:36 PM

A.	Motion to Enter Executive Closed Session	Vote	Kerry Kelly	1 m
B.	Executive Session	Discuss		15 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, and other items allowed under the Open Meetings Act.

(2) The discussion of minutes of meeting lawfully closed under the Open Meeting Act, whether for purposes of approval by the body of the minutes or semi-annual review of the Minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).

(3) Student disciplinary cases. 5 ILCS 120/2(c)(9)

C.	Motion to Exit Executive Closed Session	Vote	Kerry Kelly	1 m
-----------	---	------	-------------	-----

IX. Closing Items 5:53 PM

A.	Public Comment	Discuss	Those Who Wish To Make Public Comments	1 m
B.	Adjourn Meeting	Vote	Kerry Kelly	