



# Elgin Math & Science Academy

## Board of Directors Meeting

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### Date and Time

Wednesday August 21, 2024 at 4:00 PM CDT

### Location

Admin Building - SS Classroom  
1600 Dundee Avenue  
Elgin, IL 60120

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### 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.

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:00 PM</b>
Opening Items			
<b>A.</b> Record Attendance and Guests		Kaitlyn Coventry	1 m
<b>B.</b> Call the Meeting to Order		Sue Bennett	1 m

	Purpose	Presenter	Time
<b>II. Board Meeting</b>			<b>4:02 PM</b>
<b>A. Public Comment</b>	FYI	Sue Bennett	1 m
<p><b>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.</b></p> <p><b>In order to allow more public input, the Board welcomes written comments or inquiries submitted before the meeting to <a href="mailto:board@emsacharter.org">board@emsacharter.org</a>.</b></p>			
<b>B. Approve Minutes from the June 26th Board Meeting</b>	Approve Minutes	Sue Bennett	5 m
<b>III. Executive Director's Report</b>			<b>4:08 PM</b>
<b>A. Executive Director's Report</b>	FYI	Kathryn Martinez	20 m
<p>Introduction of Tom Mulder, Assistant Principal</p> <p>Introduction of Instructional Leadership Team (ILT) and Work Plan</p> <p>Executive Director's Updates</p>			
<b>IV. Financial Report</b>			<b>4:28 PM</b>
<b>A. Finance &amp; Operations Committee Report</b>	Vote	Paul Stagen, Douglas De Jong	10 m
<p>The Board is asked to approve a Resolution (attached), drafted by EMSA's attorneys, to allow for an equipment loan from IFF, one which is anticipated in the FY25 Budget and Five Year Projection. The loan's purpose is to reimburse EMSA for food equipment purchases in FY24 and FY25, and for certain construction in summer 2024, such as our new pedestrian pathways. The loan amount of \$100,000 will be fully repaid over 15 years, with annual debt service of about \$6,000 annually. This loan can be repaid early, if desired. The loan would be expected to close later this fall.</p>			

	Purpose	Presenter	Time
<b>B.</b> Financial Statements - June 30, 2024	Discuss	Douglas DeJong	10 m
<p>The draft, preliminary financial statements for June 30, 2024 are attached. These financial statements are subject to change in the course of the Audit process.</p> <p>In general, the June 30th statement results were very close to projections shared in May 2024.</p>			
<b>V. General Operations Report</b>			<b>4:48 PM</b>
<b>A.</b> Operations Report	FYI	Dan Alexander	2 m
<b>VI. Strategic Planning</b>			<b>4:50 PM</b>
<b>A.</b> EL 101	FYI	Kathryn Martinez	10 m
<p>What is EL Education? What makes EMSA unique?</p>			
<b>B.</b> Strategic Planning Process and Timeline			5 m
<b>VII. EMSA Committee and Parent-Teacher Crew Reports</b>			<b>5:05 PM</b>
<b>A.</b> EMSA PTC Update	FYI	Melanie Toth	5 m
<b>B.</b> Executive Committee	FYI	Sue Bennett	5 m
<b>C.</b> Development Report	FYI	Katie Taylor & Doree Haight	10 m
<b>D.</b> Master Planning Committee	FYI	Kerry Kelly	5 m
<b>E.</b> Governance	FYI	Akash Gandhi	1 m
<b>F.</b> Academic Excellence	FYI	Bethea Lane	5 m
<b>VIII. Executive Session</b>			<b>5:36 PM</b>
<b>A.</b> Vote to Enter Closed Executive Session	Vote	Sue Bennett	1 m
<b>B.</b> Executive Session	Discuss	Board	1 m
<p>The EMSA Board proposes a closed session to discuss specifically items enumerated below and in accordance with the Open Meetings Act which provides:</p>			

	Purpose	Presenter	Time
(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) Litigation when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/(c)(11).			

<b>C.</b>	Motion to Exit Closed Executive Session	Vote	Sue Bennett	1 m
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<b>IX.</b>	<b>Closing Items</b>			<b>5:39 PM</b>
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<b>A.</b>	Public Comment	Discuss	Those Who Wish To Make Public Comments	1 m
<b>B.</b>	Adjourn Meeting	Vote	Sue Bennett	