



# Elgin Math & Science Academy

## Board of Directors Meeting

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### Date and Time

Wednesday December 18, 2024 at 4:00 PM CST

### 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		Doree Haight	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.</b> Public Comment	FYI	Doree Haight	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.</b> Approve Minutes from the October 30 Board Meeting	Approve Minutes	Sue Bennett	2 m
<b>III. Administrative Reports</b>			<b>4:05 PM</b>
<b>A.</b> Executive Director's Report Executive Director's Updates	FYI	Kathryn Martinez	10 m
<b>B.</b> Approval of School Year 2025-26 Calendar	Vote	Kathryn Martinez	2 m
<b>C.</b> Resolution to authorize our Executive Director to negotiate and execute contracts with consultants through June 30, 2025.	Vote	Sue Bennett	3 m
<p>Pursuant to EMSA's bylaws (<b>Article IX, Section 1</b>):</p> <ul style="list-style-type: none"> <li>• The <b>Board of Directors</b> has the authority to approve who can enter into contracts with vendors on behalf of the organization.</li> <li>• Specific officers or agents (e.g., the Executive Director) may be authorized to negotiate and execute contracts with vendors, but this must be approved by the board, either generally or for specific instances.</li> </ul>			
<b>D.</b> Operations Report	FYI	Kathryn Martinez	4 m

	Purpose	Presenter	Time
<b>IV. Financial Report</b>			<b>4:24 PM</b>
<b>A.</b> Finance Committee Report	FYI	Paul Stagen	5 m
<b>B.</b> Approval of FY24 Audited Financial Statements	Vote	Paul Stagen	5 m
<b>C.</b> Financial Statements	Discuss	Douglas DeJong	10 m
<b>D.</b> Bank Account Authorization	Vote	Paul Stagen	1 m
<b>V. Strategic Planning</b>			<b>4:45 PM</b>
<b>A.</b> Strategic Planning Presentation of Working Group's Draft	Discuss	Kathryn Martinez	10 m
<b>VI. EMSA Committee and Parent-Teacher Crew Reports</b>			<b>4:55 PM</b>
<b>A.</b> EMSA PTC Update	FYI	Melanie Toth	2 m
<b>B.</b> Executive Committee Discussion of moving back to monthly meeting structure.	FYI	Sue Bennett	2 m
<b>C.</b> Development Report	FYI	Doree Haight	2 m
<b>D.</b> Master Planning Committee	FYI	Kerry Kelly	2 m
<b>E.</b> Governance	FYI	Akash Gandhi	2 m
<b>F.</b> Academic Excellence	FYI	Bethea Lane	2 m
<b>VII. Executive Session</b>			<b>5:07 PM</b>
<b>A.</b> Vote to Enter Closed Executive Session	Vote	Sue Bennett	1 m
<b>B.</b> Executive Session	Discuss	Board	10 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> <p>(c) Exceptions. A public body may hold closed meetings to consider the following subjects:</p> <p>(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent</p>			

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).

	Purpose	Presenter	Time
<b>C.</b> Motion to Exit Closed Executive Session	Vote	Sue Bennett	1 m

**VIII. Closing Items** **5:19 PM**

<b>A.</b> Public Comment	Discuss	Those Who Wish To Make Public Comments	1 m
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<b>B.</b> Adjourn Meeting	Vote	Sue Bennett	
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