



Elgin Math & Science Academy

Board of Directors Meeting

Date and Time

Wednesday May 28, 2025 at 4:00 PM CDT

Location

Admin Building - SS Classroom
1600 Dundee Avenue
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 | | Doree Haight | 1 m |
| B. Call the Meeting to Order | | Sue Bennett | 1 m |

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|---|-----------------|------------------|----------------|
| II. Board Meeting | | | 4:02 PM |
| A. Public Comment | FYI | Doree Haight | 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 the April 30th Board of Directors Meeting | Approve Minutes | Sue Bennett | 2 m |
| III. Financial Report | | | 4:05 PM |
| A. Finance Committee Report | Vote | Paul Stagen | 5 m |
| Resolution providing authorization for 90-day line of credit renewal | | | |
| B. Financial Statements | Discuss | Paul Stagen | 10 m |
| Review April 2025 financial statements | | | |
| C. FY26 Draft Budget | Discuss | Kathryn Martinez | 60 m |
| Review the FY26 Draft Budget | | | |
| IV. Administrative Reports | | | 5:20 PM |
| A. Executive Director's Report | Vote | Kathryn Martinez | 15 m |
| Executive Director's Updates | | | |
| Approve Consolidate District Plan | | | |

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| V. EMSA Committee and Parent-Teacher Crew Reports | | | 5:35 PM |
| A. EMSA PTC Update | FYI | Jennifer Delgado | 2 m |
| B. Executive Committee | FYI | Sue Bennett | 10 m |
| Approve Kathryn Martinez contract amendment Discussion of open board positions Review of board candidates | | | |
| Vice-Chair The Co-Chair serves as the Vice-Chair of the Board and plays a critical role in supporting and backing up the Board Chair. Key responsibilities include: <ul style="list-style-type: none"> • Assisting the Chair with board leadership duties as directed. • Stepping in to perform all Chair responsibilities in their absence or if they are unable to act. • Exercising full authority of the Chair when acting in that capacity. • Performing additional duties as assigned by the Chair or Board of Directors. • This role ensures continuity in board governance and leadership, especially during transitions or absences. | | | |
| Secretary The Secretary is essential for ensuring compliance and maintaining accurate governance records. Key responsibilities include: <ul style="list-style-type: none"> • Providing direction for the recording and maintenance of legal documents, including minutes of all Board meetings. • Ensuring accurate documentation of all proceedings and decisions. • May be called upon to sign legal documents on behalf of EMSA. • Supporting transparency and compliance with state laws, including the Open Meetings Act. • The Secretary ensures the integrity of our documentation and helps maintain board accountability. | | | |
| C. Master Planning Committee | FYI | Kerry Kelly | 2 m |
| D. Governance | FYI | Akash Gandhi | 5 m |
| E. Academic Excellence | FYI | Kathryn Martinez | 10 m |

| | Purpose | Presenter | Time |
|--|---------|--|----------------|
| F. Development Committee Recap of Bowling Bash | Discuss | Kathryn Martinez | 10 m |
| VI. Executive Session | | | 6:14 PM |
| A. Vote to Enter Closed Executive Session | Vote | Sue Bennett | 1 m |
| 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 contractors in a park, recreational, or educational setting, and other items allowed under the Open Meetings Act.</p> <p>(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).</p> <p>(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).</p> | | | |
| C. Motion to Exit Closed Executive Session | Vote | Sue Bennett | 1 m |
| VII. Closing Items | | | 6:26 PM |
| A. Public Comment | Discuss | Those Who Wish To Make Public Comments | 1 m |
| B. Adjourn Meeting | Vote | Sue Bennett | |