



# Elgin Math & Science Academy

## Executive Committee Meeting

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### Date and Time

Monday August 5, 2024 at 4:30 PM CDT

### Location

#### Admin Building

1600 Dundee Avenue  
Elgin, IL 60120

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:30 PM</b>
<b>A.</b> Record Attendance			1 m
<b>B.</b> Call the Meeting to Order		Sue Bennett	
<b>C.</b> Approve Minutes	Approve Minutes		1 m
This being our first meeting, there are no minutes to approve.			
<b>II. Executive Committee</b>			<b>4:32 PM</b>
<b>A.</b> Purpose of Executive Committee	Discuss	Sue Bennett	5 m
<b>B.</b> Executive Director Updates	FYI	Kathryn Martinez	15 m
<b>C.</b> Strategic Planning	Discuss	Kathryn Martinez	10 m

	Purpose	Presenter	Time
<b>D. Policy Updates</b>	Discuss	Kathryn Martinez	5 m
Grievance policies, board email policies, informing board of situations, etc			
<b>E. Board Agenda Prep</b>	Discuss	Sue Bennett	10 m
<b>F. August 21 Board Recognition Event</b>	Discuss	Sue Bennett	10 m

### **III. Other Business**

### **IV. Closing Items**

<b>A. Adjourn Meeting</b>	Vote		
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