

APPROVED



# Elgin Math & Science Academy

## Minutes

### Board of Directors

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#### Date and Time

Tuesday November 30, 2021 at 7:00 PM

#### Location

Location: EMSA Art Barn 1600 Dundee Ave, Elgin

Online viewing: Join Zoom Meeting

<https://us06web.zoom.us/j/6308835013>

Meeting ID: 630 883 5013

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**At EMSA, students and teachers will reach their highest potential through active exploratory learning and social responsibility.**

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#### Directors Present

A. Gray (remote), B. Lane (remote), D. Haight, G. Swick, K. Kelly, K. Shaw, M. Gibb (remote), S. Bennett

#### Directors Absent

*None*

#### Ex Officio Members Present

J. Willer (remote)

#### Non Voting Members Present

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J. Willer (remote)

### **Guests Present**

Amanda Tanhauser (remote), D. Alexander, Laura Sterba (remote), Lauren Beavers (remote), M. Martinez, S. Egger (remote), S. Said, T. Haralambopoulos (remote)

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Swick called a meeting of the board of directors of Elgin Math & Science Academy to order on Tuesday Nov 30, 2021 at 7:02 PM.

### **C. Public Comment**

### **D. Approve Minutes from Oct. 26 Board Meeting**

B. Lane made a motion to approve the minutes from Board of Directors on 10-26-21.

S. Bennett seconded the motion.

The board **VOTED** to approve the motion.

### **E. Approval of Nov. 15 Committee of the Whole Minutes**

K. Kelly made a motion to approve the minutes from Committee of the Whole Meeting on 11-15-21.

K. Shaw seconded the motion.

The board **VOTED** to approve the motion.

## **II. Community**

### **A. Community Crew**

How can we improve and support communications among EMSA's stakeholders: board, admin, staff, parents, students, community?

### **B. Decision-Making Practices**

Moving this to various committees to do.

Board will start to review the norms

- Review the decision-making pitfalls at the beginning of each meeting. Consider a rotation: pick one pitfall to focus on at each meeting.
- Decision Making Challenges and Biases:
  - Common information effect
  - Escalation of commitment

- Failure to seek disconfirming information
- Availability bias
- Anchoring
- Decision Fatigue
- As a board focus on asking at least 1 disconfirming question at each meeting

### **III. Financial Report**

#### **A. Financial Statements FY22**

S. Egger led the discussion

#### **B. Audit Committee Report**

Audit was completed on-time by independent auditors. The audit was a 100% clean with no adverse findings. Congratulations to EMSA and thank you to the audit committee, especially EAB Solutions which led this successful effort.

#### **C. Vote to Accept EMSA Audit(s)**

A. Gray led the discussion

A. Gray made a motion to Accept EMSA Audit(s) reports as presented.

B. Lane seconded the motion.

The board **VOTED** to approve the motion.

### **IV. Principal's Report**

#### **A. Principal's Report**

J. Willer led the discussion

Free/Reduced lunch 47%

(2) 6th grade seats open

TA's being hired

New Music teacher

Needs:

Special Ed teacher

Interventionist

Asst. Principal

NWA testing starts tomorrow

Exploratory Fridays has started

5th & 6th grade parents meeting this month

Two State Representatives & INCS came to observe classes

Self Care pay to teaching staff

### **V. Operations and Construction Report**

#### **A.**

### **Construction Update**

D. Alexander led the discussion

Safety Improvements- speed bumps, crosswalks & signage

Chimneys

### **B. Operations Report**

D. Alexander led the discussion

## **VI. EMSA Parent Teacher Crew Report**

### **A. EMSA PTC Update**

S. Bennett & B.lane led the discussion

Savers Fundraiser - \$336

T-Shirts & Sweatshirts are coming next week

Patches for navy polos coming in soon

Boston Market Fundraising- \$237

Thanksgiving Pies for the teachers

Teacher Appreciation for the holidays coming up

## **VII. Master Planning Report**

### **A. Master Planning Update**

K. Kelly led the discussion

### **B. Environmental Work Group**

G. Swick led the discussion

1. Eco education: recess hikes continue, **Exploratory Fridays** started (see below); other ideas: eco-library, incentivize eco-education, "eco-corner" updates

2. S Said reported that this year's Passion Projects will be tied to EMSA's ecosystems and subject to a "best project" shark tank competition which EMSA could fund. May 4 final date.

3. Nov 19, students hiked the campus with G Swick & K Kelly for their first Exploratory Friday to observe and discuss ecosystem needs.

December 3rd next meeting

## **VIII. Governance**

### **A. Charter Renewal Process Check-In**

J. Willer & D.Alexander led the discussion  
Charter Renewal

### **B. Amendment to EMSA's Articles of Incorporation**

J. Willer & D.Alexander led the discussion  
As requested by the City of Elgin per our acquisition of the property.  
K. Kelly made a motion to approve the Articles of Incorporation as presented.  
B. Lane seconded the motion.  
The board **VOTED** to approve the motion.

### **C. Illinois Association of School Boards Conference Report**

K. Kelly led the discussion

### **D. Board Member Recruitment**

K. Kelly led the discussion  
Try posting - Apply for a board member position by XX date

### **E. Committee Chair Openings**

G. Swick led the discussion  
Need Governance Committee set-up

## **IX. Outreach: Families and Community**

### **A. Update on Outreach Activities**

K. Shaw led the discussion  
EMSA's first "virtual open house" was scheduled for tonight (11/30) - 6 families attended  
150 K- Applications  
40- 1-8th grade  
Highlight 6th grade  
Promote middle school  
Winterlights event coming up 12/5  
1/24- Next Open House

## **X. Development Committee**

### **A. Report of Development Committee**

D. Haight led the discussion  
Giving Tuesday was today our goal of \$9500 to purchase the needed PE Equipment

Huge Thank you to Jacquelyn, Michell, Sarah, Mel, Bethea, Sue & Angie & EPTC for all of their help

January/February we have 5 + grants to apply for

## **XI. Academic Excellence**

### **A. Report**

B. Lane

Laura Sterba would like to join this committee

Monday 445-5pm first meeting

## **XII. Principal & COO Support & Evaluation Committee**

### **A. Report**

B. Lane led the discussion

## **XIII. Other Business**

### **A. Audience Comments and Questions**

### **B. Motion to Enter Executive Closed Session**

S. Bennett made a motion to enter into executive session to discuss personnel topics.

K. Shaw seconded the motion.

The board **VOTED** to approve the motion.

### **C. Executive Session**

Discussion ensued

### **D. Motion to Exit Executive Closed Session**

K. Shaw made a motion to leave executive session.

G. Swick seconded the motion.

The board **VOTED** to approve the motion.

## **XIV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:51 PM.

Respectfully Submitted,

D. Haight