APPROVED

Elgin Math & Science Academy

Minutes

Board of Directors

Date and Time
Tuesday March 22, 2022 at 6:00 PM

Location
EMSA Art Barn at 1600 Dundee Ave, Elgin

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

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

Directors Absent
A. Gray

Ex Officio Members Present
J. Willer (remote)

Guests Present
D. Alexander (remote), K. Coventry (remote), S. Egger (remote), T. Strong (remote)

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 Mar 22, 2022 at 6:00 PM.

C. Public Comment

D. Approve Minutes from February 22, 2022 Board Meeting

D. Haight made a motion to approve the minutes from Board of Directors on 02-22-22.
B. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Community

A. Community Crew

Passion Projects:S. Said advised that it is the night of May 4th at 6:00 p.m. in person. Tina has been working with INCS and IDEA to have some dignitaries there.

III. Financial Report

A. Financial Statements

Financials (T. Strong) – Shared screen of financials and reviewed the balance Sheet of February 2022 vs February 2021

Financials (S. Egger)--discussed year-to-date surplus seasonal perspective from July 1st - February 28th.

- PPP recognition – we did receive 100% forgiveness of the $354,792 loan. It is a paper transaction and PPP forgiveness will be recognized as revenue.

Comments:

- D. Alexander answered a question about the bus contract and the cost for next year.
- S. Egger answered a question about Quattro and EAB Solutions. He advised that they are acting as a subsidiary of Quattro. Eventually, EAB Solutions will be Quattro.

IV. Principal's Report

A. Principal's Report

J. Willer discussed the various topics in her written report and updated with some additional information:

- Starting before school interventions – offered to 10 – 12 students.
- The Readers Leaders program (6th-grade students peer mentoring and building their reading skills with kindergarten) is coming together with the help of Angie Anderson.
- Caregiver Crew– J Willer and S Said lead sessions with parents about different topics parents have chosen.
- S Said is working on a summer school program for students.
- IAR testing from April 11th - to April 22nd.
- June 1st - Celebration of learning and learning presentation if we are selected as an EL Education School.

Comments:

- The Summer School program will be 4 weeks (Monday - Thursday). This is solely for EMSA students as there are ESSER3 Funds for this. End of April, information will be sent in regards to this program.

B. Board Resolution for ISECC

B. Lane made a motion to to approve the Board Resolution for ISECC.
S. Bennett seconded the motion.
BOARD RESOLUTION FOR ISECC TO ABIDE BY ISECC'S ARTICLES OF JOINT AGREEMENT AND ISECC'S POLICIES AND PROCEDURES RESOLVED, that the Board of Directors of ELGIN MATH AND SCIENCE ACADEMY approve to sign the joint agreement with ISECC (Illinois Special Education Charter Cooperative). RESOLVED FURTHER, that the Board of Directors of ELGIN MATH AND SCIENCE ACADEMY agree to abide by the ISECC's (Illinois Special Education Charter Cooperative) Articles of Joint Agreement and ISECC's (Illinois Special Education Charter Cooperative) Policies and Procedures.
The board **VOTED** unanimously to approve the motion.

V. EMSA Parent Teacher Crew Report

A. EMSA PTC Update

B. Lane provided the following updates:

- Committee is strategizing ways to gain more parent involvement.
- Teacher Appreciation coming up next month.
- Reading night tomorrow (link is on Facebook).

VI. Operations and Construction Report

A.

COO Operations Report

D. Alexander briefly reviewed his written report and recognized Doree Haight who submitted a successful application for an EMSA salad bar. He had a good visit with ARAMARK which is a food company that works with other schools in the area. Bidding would happen in April / May.

B. Finance & Operations Committee Report

D. Alexander provided the following information:

- A couple of meeting minutes are attached. A February meeting was held, and a March Meeting occurred this morning with some of the usual reports. One of the highlights is that on March 15th we started to look at a Pillar's document.

VII. Master Planning Report

A. Master Planning Update

K. Kelly advised that the mayor's awards will be taking place on campus. It would be nice to have reception on the back terrace and consider giving tours of the campus.

B. Environmental Work Group

G. Swick provided the following updates:

- The Committee toured around and looked at several challenging areas (mainly relative to water and what we needed to manage immediately). Green Guerilla was there and will be handling some of those issues. The Passion projects might relate to this as well.
- M. Gibb screen-shared a preview of the campus map that is being worked on.

VIII. Academic Excellence

A. Report

B. Lane: We approved Amplify for a science curriculum.

IX. Governance

A. Mission, Vision, Goals

Pillars – M. Gibb (Presented Pillars on Screen):

- Pillars (content area)
  - Pillar 1: Teaching-learning and learning resources. Includes template (add who you are, what your goal is, and different objectives/activities.)
  - Pillar 2: Personnel Board Development and Retention

- Pillar 3: Operational Stewardship
- Pillar 4: Family Community and Partner Engagement

Some committees will have some overlap on the Pillars, and some might be focused on one area.This is meant to be collaborative. Committee and Board must have their part done before April 25th.

B. Charter Renewal Process Check-In

D. Alexander discussed that some of the activities in April and May will set the stage for our work on the charter renewal. There was a conversation about creating a draft in June that would be presented to the Board by mid-July. The release of the document by ISBE will be at some point in June.

J. Willer advised that she has discussed with S Said the academic side to make sure that we have those items in order.

C. Board and Committee Member Recruitment

Currently, this is ongoing. The new Development Director might have new ideas about gaining new committee members.

D. Illinois Association of School Boards Update, if any

X. Outreach: Families and Community

A. Update on Outreach Activities

K. Shaw noted that committee would be considering participating in Thank You Elgin Day.

XI. Development Committee

A. Report of Development Committee

D. Haight provided the following updates:

- Katie Taylor starts March 28 as our Development Director.
- Looking at a local grant that to apply for in April.
- All teachers that have needs for next year, please communicate that to Doree and Dan for priorities when applying for grants.

XII. 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 7:26 PM.

Respectfully Submitted,
G. Swick

Documents used during the meeting

- FY 2022 EMSA Financials _Feb 2022 DA DD JE SE V4.xlsx
- 3_21_22 Principal Report.pdf
- ISECC Joint Agreement with 3 Signatures (1).pdf
- Board Resolution for ISECC 03.2022.pdf
- COO_Activity_Report_to_Board_3.15.22.docx
- 2022_02_22_finance___operations_committee_meeting_minutes.pdf
- 2022_03_15_special_finance___operations_committee_meeting_-_strategic_planning_focus_minutes.pdf
- 2022_03_09_master_planning_meeting_minutes.pdf
- 2022_03_02_academic_excellence_committee_meeting_minutes.pdf