APPROVED

Elgin Math & Science Academy

Minutes

Board of Directors

Date and Time
Tuesday April 25, 2023 at 6:00 PM

Location
Virtual Meeting
Join Zoom Meeting
https://us06web.zoom.us/j/6308835013
Meeting ID: 630 883 5013

One tap mobile
+13126266799,,6308835013# US (Chicago)

Dial by your location
+1 312 626 6799 US (Chicago)
Meeting ID: 630 883 5013

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

Directors Absent
A. Gray

Ex Officio Members Present
J. Willer (remote)

Guests Present
D. Alexander (remote), G. Marshall (remote), K. Coventry (remote), K. Taylor (remote), Karen Conzelman (remote), L. Beavers (remote), M. Martinez (remote), R. Manderschied (remote), S. Egger (remote), S. Ismond (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

K. Kelly called a meeting of the board of directors of Elgin Math & Science Academy to order on Tuesday Apr 25, 2023 at 6:02 PM.

C. Remote Meeting due to ongoing pandemic and health concerns

D. Board Community Crew

II. Board Meeting

A. Public Comment

B. Approve Minutes from March 28, 2023 Board Meeting

M. Gibb made a motion to approve the minutes from Board of Directors on 03-28-23.
G. Swick seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Gray	Absent
S. Bennett	Aye
G. Swick	Aye
B. Lane	Absent
K. Kelly	Aye
K. Shaw	Absent
D. Haight	Aye
M. Gibb	Aye
M. Rodriguez	Aye

C. FOIA Report

There were no FOIA requests as of April 21, 2023.

III. Financial Report

A.

Finance & Operations Committee Report

The Committee Descriptions document was discussed for the Finance Committee. Any changes and edits can be made to the document by May 3rd. This document will be voted on at the next Board Meeting.

B. Financial Statements - March 31, 2023

S. Egger reviewed the Financial Statements as of March 31, 2023.

EMSA is in the green as meeting the standard for ISBE Performance Standards.

IV. Construction & General Operations Report

A. Update on Construction Progress

D. Alexander provided the following updates:

- Construction continues at a strong pace inside the Administration Building. Regular updates are being sent to staff and parents, approximately bi-monthly.
- Exterior construction will become noticeable in May, with interior construction continuing and picking up pace once the structural shoring elements have been fully removed (late April).

B. Update on General Operations

D. Alexander provided the following updates:

- ISBE approved EMSA's Food Program RFP for SY 2023-24. The bid process is thus, underway with notification of potential vendors underway.
- ISBE will be doing an Audit of our CACFP in May.
- The Illinois Department of Revenue approved EMSA's application for property tax exemption for the entire 19+ acre School property. This exemption should be renewable every year provided the use of the property does not change.
- Interviews for Director of Technology candidates are in progress.

V. Principal's Report

A. Principal's Report

J. Willer provided the following updates:

- Free and Reduced Lunch Percentage: 54.9%
- Total Seats Filled: 413
    - 3 Students shy of full enrollment
- Teacher Interview Processes

- NWEA testing upcoming
- IAR and ISA testing completed
- End of Year Celebration on May 26th
- Field Trips
- Staff Returning / Not Returning

G. Swick made a motion to approve the Consolidated District Plan for 2023 / 2024.
B. Lane seconded the motion.
The plan is the same as 2023 / 2024 with minimal changes to data updates and position name changes.
The board **VOTED** to approve the motion.

Roll Call

K. Shaw	Aye
M. Rodriguez	Aye
B. Lane	Aye
D. Haight	Aye
G. Swick	Aye
M. Gibb	Aye
A. Gray	Absent
S. Bennett	Aye
K. Kelly	Aye

VI. EMSA Parent Teacher Crew Report

A. EMSA PTC Update

B. Lane provided the following updates:

- Divided up into committees to continue into next year. A musical committee was created to help with the musical rehearsals and was led by a parent. New parents got involved as well.
- Open Gym Night for every grade.
- Culver's Night is tomorrow - Fundraiser
- Fundraiser for Mega Gym - $10.00 per kid to play in the gym. Half of that will go to EMSA. This will occur on May 5th.
- Sue Bennett and Bethea Lane will be doing one more year. There will be a parent joining as a tri-president.

Sue Bennett provided an update about teacher appreciation week.

VII. EMSA Website, Other Social Media

A. Status and next steps

R. Manderschied and M. Gibb - Developing a plan to have a position focus more on social media. K. Coventry's position will be changing at the school and will be doing more social media content for the website including compliance areas.

VIII. EMSA Committee Reports

A. Development and Community Outreach

K. Taylor provided a few updates:

- Grant Opportunities / Funding
- Donor Meetings
- Annual Fund - Year end push / Invested in Donor Management Program
- Board Members' Giving to get to 100%

The committee descriptions for Development were discussed. Any edits or changes need to be made by May 3rd.

B. Master Planning Committee and Enviro Work Group Subcommittee

The committee description document was discussed, and the potential of merging the Enviro group with Master Planning due to the overlap. Any edits or changes need to be made by May 3rd. This document will be voted on at the next Board meeting.

C. Governance Committee

The committee description document was discussed for Governance. Any edits or changes need to be made by May 3rd. This document will be voted on at the next Board meeting.

D. Academic Excellence Committee

The next Academic Committee meeting will be in May. There were no recent updates.

The committee description was discussed. Any edits or changes need to be made by May 3rd. This document will be voted on at the next Board meeting.

E. School Leader Support and Evaluation Committee

The description of the Executive Director Support and Evaluation Committee was discussed in addition to the final job description.

IX. Closing Items

A. New Business

B. Audience Comments and Questions

C.

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:55 PM.

Respectfully Submitted,
K. Coventry