

APPROVED



# Elgin Math & Science Academy

## Minutes

### Special Board Meeting

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#### Date and Time

Wednesday February 7, 2024 at 4:00 PM

#### Location

##### Admin Building - SS Classroom

1600 Dundee Avenue

Elgin, IL 60120

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#### 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.

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#### Directors Present

A. Gandhi, B. Lane, D. Haight, G. Swick, K. Kelly, K. Shaw, M. Toth, P. Stagen, S. Bennett

#### Directors Absent

A. Gray

#### Guests Present

Akash.Gandhi@nsc.org, K. Coventry, R. Manderschied, kenarndt@hyasearch.com, kerryfoderaro@hyasearch.com

## **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 Wednesday Feb 7, 2024 at 4:00 PM.

## **II. Executive Director Search**

### **A. HYA Discussion of ED Search**

K. Arndt and K. Foderaro discussed the interview process for the Executive Director Candidates.

## **III. Executive Session**

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

### **B. Executive Session**

K. Kelly opened an Executive Closed Session where HYA presented the candidate information for Executive Director.

1. Reaffirm dates and times for Interviews:

February 20, TIMES? February 21 , TIMES? February 22, TIMES?

Ken & Kerry will be present at the end , February 22 for debriefing and selection of finalists

2. Presentation of the Slate. Board Members please review prior on EMSA/HYA Board Portal.

a. Six Candidates:

i. One page Summary from HYA

ii. Cover Letter iii. Resumes

iv. References

v. 2 page prompt

The Board may reject a candidate. We have another to recommend if needed.

3. Review Do's and Don'ts of Interviewing

4. Review Proposed Interview questions.

5. Agree on what Board Member will ask what question(s) for each interview

K. Kelly closed Executive Closed Session.

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

## **IV. Closing Items**

**A. Public Comment**

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,  
K. Kelly