

APPROVED



# Elgin Math & Science Academy

## Minutes

### Board of Directors Meeting

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#### Date and Time

Wednesday August 21, 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, A. Scimeca, B. Lane, D. Haight, H. Sennholtz, J. Delgado, K. Kelly, M. Toth, P. Stagen, S. Bennett

#### Directors Absent

*None*

#### Guests Present

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Caroline Forester, Cassie Grabowski, D. Alexander, K. Martinez, K. Taylor, Laura Delgado, Tom Mulder, Trisha Morgan

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## **I. Opening Items**

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

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

S. Bennett called a meeting of the board of directors of Elgin Math & Science Academy to order on Wednesday Aug 21, 2024 at 4:03 PM.

## **II. Board Meeting**

### **A. Public Comment**

### **B. Approve Minutes from the June 26th Board Meeting**

B. Lane made a motion to approve the minutes from Board of Directors Meeting on 06-26-24.

P. Stagen seconded the motion.

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

## **III. Executive Director's Report**

### **A. Executive Director's Report**

The Instructional Leadership Team (ILT) presented their Work Plan for the year

The Executive Director Kathryn Martinez  
Introduced Tom Mulder, Assistant Principal  
Updated the board on:

Summer Professional Development & Back to School Nights

- 2 days of New Staff Orientation
  - 3 days of Staff Professional Development
  - Back to School Nights are well attended at all grade levels
- Staffing- 1 special education teacher is still needed

## **IV. Financial Report**

### **A. Finance & Operations Committee Report**

The Board was asked to approve a Resolution for an equipment loan from IFF.  
Discussion ensued.

P. Stagen made a motion to approve a Resolution to allow for an equipment loan from IFF as shown in the agenda.

A. Scimeca seconded the motion.

The loan's purpose is to reimburse EMSA for food equipment purchases in FY24 and FY25 and for certain construction in summer 2024.

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

## **B. Financial Statements - June 30, 2024**

Douglas DeJong presented preliminary financial statements for June 30, 2024.

## **V. General Operations Report**

### **A. Operations Report**

Dan Alexander presented the operations report:

- School enrollment is roughly 500 students
- All construction complete
- Teachers and staff have the furniture, technology, and materials needed
- Food Service is fully prepared
- Campus upkeep and care continues

## **VI. Strategic Planning**

### **A. EL 101**

Executive Director Kathryn Martinez presented:  
EL Education's Dimensions of Student Achievement  
EL 101 - what is EL Education  
Board Strategic Planning - plan outline

### **B. Strategic Planning Process and Timeline**

## **VII. EMSA Committee and Parent-Teacher Crew Reports**

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

Melanie Toth presented the EPTC update:

- Back to School Events
  - Attended New Family Orientation -The number of families who attended doubled from last year's attendance.
  - Kindergarten Jump Start - A group of EPTC parents and fellow EMSA students assisted staff with registration and drop-off for new kindergarten students.
  - Back to School Nights - All three nights EPTC hosted a table with EPTC information and invited new families to join the first meeting next month.

- Taco Truck Fundraiser- During all three BSNs, EPTC board member Kathryn Engelsdorfer brought her taco truck as an EPTC fundraiser. Final fundraising numbers TBD.
- Chalk the Walk - EMSA families & staff wrote encouraging notes and fun drawings for the first day of school.
- First Day of School -EPTC board members assisted in middle school with student lockers and other needs from staff.
- Upcoming Events
- First EPTC Meeting
  - Tues Sept. 10, 6:30-7:30 p.m. (Open to all families, staff and board members)
- Culver's Scoopies Night Fundraiser
  - Tues Sept. 17, 4-8 p.m. Register to assist with food deliveries

**B. Executive Committee**

Sue Bennett updated the board on the executive committee

**C. Development Report**

Katie Taylor updated the board on development- grants, foundation giving, the annual fund, sponsorship packages.

**D. Master Planning Committee**

Kerry Kelly updated the board on Master Planning- Campus Grounds

**E. Governance**

Akash Gandhi updated the board on Governance

**F. Academic Excellence**

Betha Lane updated the board on Academic Excellence

**VIII. 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 5:40 PM.

Respectfully Submitted,  
S. Bennett