

APPROVED



# Elgin Math & Science Academy

## Minutes

### Board of Directors Meeting

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#### **Date and Time**

Wednesday December 18, 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, J. Delgado, P. Stagen, S. Bennett

#### **Directors Absent**

H. Sennholtz, K. Kelly, M. Toth

#### **Guests Present**

K. Coventry, K. Martinez, Karen Conzelman

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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 Dec 18, 2024 at 4:12 PM.

## II. Board Meeting

### A. Public Comment

D. Haight reviewed the Public Comment.

### B. Approve Minutes from the October 30 Board Meeting

P. Stagen made a motion to approve the minutes from Board of Directors Meeting on 10-30-24.

A. Gandhi seconded the motion.

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

## III. Administrative Reports

### A. Executive Director's Report

K. Martinez provided her Executive Director's Report. A few important highlights:

- MAP data will be reviewed in January.
- Enrollment Update
- Fundraising
- Winter Break
- Open House for Enrollment

### B. Approval of School Year 2025-26 Calendar

D. Haight made a motion to approve the School Year 2025-2026 Calendar.

A. Scimeca seconded the motion.

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

### C. Resolution to authorize our Executive Director to negotiate and execute contracts with consultants through June 30, 2025.

B. Lane made a motion to approve a resolution to authorize our Executive Director to negotiate and execute contracts with consultants through June 30, 2025.

A. Scimeca seconded the motion.

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

#### **D. Operations Report**

### **IV. Financial Report**

#### **A. Finance Committee Report**

P. Stagan provided the Finance Committee Report / Financial Statements

#### **B. Approval of FY24 Audited Financial Statements**

B. Lane made a motion to approve of FY24 Audited Financial Statements.

A. Scimeca seconded the motion.

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

#### **C. Financial Statements**

D. DeJong provided an update on the Financials as of November 30th.

- Grants
- Balance Sheet
- Dashboard ISBE Performance

#### **D. Bank Account Authorization**

### **V. Strategic Planning**

#### **A. Strategic Planning Presentation of Working Group's Draft**

K. Martinez presented the Strategic Planning Presentation Working Draft.

- 3 Goal Areas: Student Performance, Financial Performance, and Governance and Leadership Performance
  - Objectives, Strategies & Measures, and Monitoring Benchmarks
  - Objective around Learning Expeditions (Science Focus)
- In January, the next Board Meeting will have a feedback protocol about the Strategic Planning Presentation.
- By the end of School Year to have an Approved Strategic Plan.

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

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

J. Delgado presented her EPTC update.

- Events
- Fundraising

- Upcoming Events

**B. Executive Committee**

S. Bennett discussed increasing Board meetings: monthly meetings. This would start in January and it will be on the 4th Wednesday of the month.

**C. Development Report**

**D. Master Planning Committee**

**E. Governance**

A. Gandhi provided an update for Governance.

**F. Academic Excellence**

K. Martinez provided an update:

- Piloting learning expeditions to start in Spring.

**VII. Executive Session**

**A. Vote to Enter Closed Executive Session**

D. Haight made a motion to enter executive session.

A. Gandhi seconded the motion.

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

**B. Executive Session**

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

B. Lane made a motion to exit executive session.

A. Gandhi seconded the motion.

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

**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 6:00 PM.

Respectfully Submitted,  
S. Bennett