

APPROVED



Elgin Math & Science Academy

Minutes

Executive Committee Meeting

Date and Time

Monday August 5, 2024 at 4:30 PM

Location

Admin Building

1600 Dundee Avenue
Elgin, IL 60120

Committee Members Present

D. Haight, K. Kelly, K. Martinez, P. Stagen, S. Bennett

Committee Members Absent

None

I. Opening Items

- A. Record Attendance**
- B. Call the Meeting to Order**
- C. Approve Minutes**

II. Executive Committee

- A. Purpose of Executive Committee**

Sue & Kathryn shared their reasoning for starting an executive committee. It can provide a helpful support to the ED.

B. Executive Director Updates

Teachers are in the building. Instructional leadership team (ILT) to create a work plan--"what is the EMSA way?" J Willer working on a teacher's guide. First 30 day "work" plan being worked on. Individual EL Ed training for new teachers before school starts. All teachers will be trained in EL Ed norms. Will meet will staff individually through August.

C. Strategic Planning

Kathryn will share the strategic plan outline with the board at August's meeting. Discussed who, what, when will be involved. Discussed an every-other-month ED update to board.

D. Policy Updates

Discussed potential policy updates.

E. Board Agenda Prep

Kathryn will take the lead on agenda prep going forward.

F. August 21 Board Recognition Event

Discussed details for the post-board meeting event.

III. 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 5:51 PM.

Respectfully Submitted,
K. Kelly

Documents used during the meeting

None