



Elgin Math & Science Academy

July Master Planning Meeting

Date and Time

Wednesday July 14, 2021 at 11:00 AM CDT

Location

Join Zoom Meeting

<https://zoom.us/j/98114667963?pwd=d0l3YzdnY01udnNpSy84aHlzSFpiQT09>

Meeting ID: 981 1466 7963

Passcode: EMSA

One tap mobile

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Dial by your location

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+1 669 900 6833 US (San Jose)

Meeting ID: 981 1466 7963

Passcode: 578054

Agenda

	Purpose	Presenter	Time
I. Opening Items			11:00 AM
Opening Items			
A. Record Attendance and Guests			
B. Call the Meeting to Order		Melanie Gibb	
C. Approve Minutes	Approve Minutes	Melanie Gibb	1 m
Approve minutes for June Master Planning Meeting on June 9, 2021			

Purpose Presenter Time

II. Master Planning priorities and decision-making **11:01 AM**

A. Mission-based debate and decisions Discuss Melanie Gibb 8 m

Mission: At EMSA, students and teachers will reach their highest potential through active exploratory learning and social responsibility.

Vision:

We welcome individuals of all backgrounds and abilities
We nurture children’s natural curiosity
Our students are leaders in their own learning
Our teachers & students hold high standards for their own work
Our students are critical thinkers who excel in math and science
Our students develop the skills to be responsible individuals

Master Plan: EMSA’s master plan clarifies our mission and vision, honors campus history, is mindful of our impact on the environment, supports EL Education’s innovative learning model, and builds a sustainable campus.

Campus Roots: We are committed to rebuilding a thriving educational community, honoring the legacy of our campus, restoring its architecture, and preserving the natural environment.

III. Construction--Specific Items **11:09 AM**

A. Construction Report: Schedule, Budget, and Decisions FYI Dan Alexander 10 m

The project continues to track to be on-schedule, and under budget for the defined scope of the Gym Project plus Warm Safe and Dry.

Project Completion Date: The formal City and ROE approvals should be in hand the week of July 19th. The Building will be ready for occupancy on August 1, 2022 - on schedule.

Update on "out of scope items":

*\$31,000 cost for grading, widening to 20', gravelling entire North Road and parking lot of Dorm Building. **Cost reduced to \$29,886.**

*\$8,030 cost for replacement of asphalt on Residence driveway, and walkway alongside Residence.

*Neil Building interior repairs: **repairs underway.**

*Neil Building exterior repairs:

For consideration: \$15,800 in roof repairs

For consideration: \$35,500 in Gutter Replacement

COO Report on Gym/Middle School Project
Master Project Budget Tracking Document

B. "Warm Safe and Dry" Update FYI Dan Alexander 5 m

Asbestos:

All asbestos remediation work in the three Building is complete. No asbestos remains in the Dorm. The Dining Hall only has asbestos now on the outside of windows (minor issue for later construction). The Admin Building has only asbestos now in the red cementitious flooring, as well as concealed ACM in plaster walls (possibly). What was removed from the Admin Building is all of the lower level ACM.

Roofing:

	Purpose	Presenter	Time
The Administration Building roof project will be completed by Friday July 16th, weather allowing.			
The roof repairs at the Westview Dorm will be completed by Friday July 16th, weather allowing.			
Roof work at the Dining Hall is part of the package of work being bid presently.			

Other repairs:

WKA has prepared drawings for the Warm Safe and Dry scope of work approved in earlier Meetings (roof work, replacement of removed damaged/degraded fire separation plaster, reinforcement of floor, chimney/step repairs, ventilation). The approved Budget for the non-asbestos, Warm Safe and Dry work at the Dining Hall is \$281,310. Bulley & Andrews is bidding out this work. WKA is discussing Permit issuance with the City of Elgin.

Use of buildings: The Westview Dorm Building is already used for limited storage.

C. Grants update	Discuss	Doree Haight	5 m
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- Direct to Student needs
- Kitchen Equipment — *We were notified that we did not receive these grant monies.*
- Illinois Build — Infrastructure Grant. *Update on uses.*

D. Maintenance and Repairs	Discuss	Dan Alexander	2 m
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- * FY22 Budget for Maintenance and Repairs
- * Residential needs - roof, and furnace/AC

E. Contingency Allocated Spending	Vote	Melanie Gibb	10 m
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Discuss and vote if necessary on construction contingency spending.

**For consideration: \$15,800 for Neil Building Roof repairs
\$35,500 for Neil Building Gutter systems**

IV. Campus Strategic Planning 11:41 AM

A. Facility Use Planning	Discuss	Melanie Gibb	30 m
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Results of initial exploration for "future use":

1. Dining Hall Possibilities. Administration Building Possibilities
2. Timeline for Board Decision in order to achieve August 2022 Occupancy: August 2021

Key Board Decisions:

1. Which (if any) Building should be renovated next, to provide space for K-8 enrollment of 468 students: Administration Building or Dining Hall Building?
2. Should EMSA take advantage of low financing costs and approve a Budget, Scope of Work for construction completion by August 2022, in August 2021?
3. What will the Scope of Work include (if anything) beyond another Building: increased parking, lighting or trail improvements, other?

Building Information:

Art Barn is 1,921sqft First Floor

Dining Hall total first floor square footage is roughly 4500sqft (lower level is approximately the same size)

Main space (with Stage) is 2,300sqft

Side room towards Neil is 400sqft

Kitchen is roughly 650sqft (+ bathrooms and walk in, storage rooms, circulation)

	Purpose	Presenter	Time
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Administration Building is 10,623 of usable program space (this excludes the Garage, the lower level crawl space, and the outside mechanical room).

Dorm is roughly 5,000 square feet per floor. The overwhelming majority of that space is small to medium sized rooms off of a double-loaded corridor, but there is some common gathering space in the center, overlooking the Forest Preserve to the west.

B. Middle School Emergency Plans	Discuss	Melanie Gibb	3 m
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V. Environmental Subcommittee and Grounds Issues 12:14 PM

A. Subcommittee update	Discuss	Gary Swick	4 m
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Microsoft visited the Pollinator Garden.
 Swing set should be in by end of July
 Family hikes
 Hiking/running trail--next steps
 R&J Tree Service work is complete - branches/trees thought to be dangerous to students, staff, drivers have been removed.

VI. "Parking Lot" items

- policies pertaining to maintenance and facility repair.
- pick up/drop off loop asphalt
- grounds availability for outdoor play
- basketball hoop by art barn
- family gym tours
- parking spaces for 2021/22... plans for 22/23
- handyman anticipation
- residence management

VII. Closing Items

A. Adjourn Meeting	Vote
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