



Elgin Math & Science Academy

December Master Planning Meeting

Date and Time

Wednesday December 8, 2021 at 6:00 PM CST

Location

Join Zoom Meeting

<https://us06web.zoom.us/j/86255051354>

Meeting ID: 862 5505 1354

One tap mobile

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Meeting ID: 862 5505 1354

Agenda

	Purpose	Presenter	Time
I. EMSA Mission			6:00 PM
A. For reference	FYI		1 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			

	Purpose	Presenter	Time
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.

II. Opening Items 6:01 PM

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Kerry
Kelly

C. Approve Minutes

Approve
Minutes

Kerry
Kelly

2 m

Approve minutes for November Master Planning Meeting on November 10, 2021

III. Meeting Time/Location/etc Check-in 6:03 PM

A. Check-in on timing, location, & necessity for monthly meetings

Discuss

5 m

B. Committee-building

Discuss

2 m

Update on potential committee persons. Other ideas?

IV. Campus Strategic Planning 6:10 PM

A. What do we/Admin envision for optimal facility/building use for K-8?

FYI

Dan
Alexander

15 m

Campus buildings include:

- Main/primary school building 20,000 sq ft
- Art Barn 1,921 sq ft first floor
- Gymnasium/middle school building 22,100 sq ft
- Administration Building 10,623 sq ft (usable)
- Dining Hall 4500 sq first floor
- Westview Dorm 5,000 square feet per 2 floors
- Residence approx 2,000 sq ft

Attachments:

- Administration Building Plans (all three levels)
- Dining Hall Building Outline Plan (second option is relevant, as it shows two classrooms and other spaces)

B. What do we/EMSA Admin envision for school space for K-5 next year and beyond?

Discuss

Dan
Alexander

30 m

SY23 EMSA will host grades K-7, 16 classrooms needed in addition to program-support and office-space requirements (Primary School building has 13 classrooms, the gym has 4 plus Gym, the art barn has 1).

Update:

*Administration has developed a Draft Schedule of Classroom, Program, and Support Space locations for SY2022-23 and SY2023-24. This is in turn, based on staffing proposals recommended by the Administrative Leadership Team, under review by the Academic Excellence and Finance Committees. These staffing/programming functions would seem to require both that Primary School investment be made in 2022, and that the Administration Building be renovated in 2023.

Construction pricing proposals for Primary School Improvements obtained from both Mazur Construction and Bulley & Andrews, with subcontractor input. Mazur Construction was the lower cost proposal.

Attachments:

- Admin-developed, Space Planning Chart showing potential locations of classroom, program, and support staff for EMSA showing present, K-7, and K-8 years.
- Budget for Primary School programming changes, with costs based on both contractors' pricing proposals.
- Facility Development Options Summary Chart presenting the respective, estimated capital and debt service carrying costs of four different Facility Development Options. (Note: in all four scenarios, EMSA's capital cost for 2022 construction is assumed to be borrowed in the final bond financing, so that EMSA is fully reimbursed for that cash outlay).
 - Investing in Primary School improvements in summer 2022, and rehabbing the entire Administration Building in 2023 (to be ready August 1, 2023).
 - Investing in Primary School improvements in summer 2022, and rehabbing the main and upper floors of the Administration Building in 2023 (to be ready August 1, 2023).
 - Investing in Primary School improvements in summer 2022, and rehabbing the entire first floor of the Dining Hall Building in 2023 (to be ready August 1, 2023).
 - Investing in Primary School improvements in summer 2022, and rehabbing a portion of the first floor of the Dining Hall in 2023 for two classrooms and Code-required bathrooms (to be ready August 1, 2023).

C. Notes from Academic Excellence Comm Regarding Neil/Primary School Space	FYI	Kerry Kelly	2 m
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Want to avoid students transitioning to a second building for break-out services. Additions needed include adding doors to kindergarten wing; adding 3 pull-out spaces for special services, relocating reception desk to front of the building.

V. Construction Update **6:57 PM**

A. Gym Construction Report:	Discuss	Dan Alexander	3 m
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Certificate of Occupancy was issued for Dec. 1, 2021, for the Gym by the City of Elgin.

Some final construction is taking place in December, along with construction payout.

	Purpose	Presenter	Time
B. "Warm Safe and Dry" Update	FYI	Dan Alexander	3 m

Nicor to install a gas meter, to begin furnace service to the Dining Hall, in March. (Nicor had removed gas service to the Dining Hall at some point during the campus-wide vacancy period between 2008 and 2018). Jensen's Heating & Cooling will then charge EMSA about \$600 to tune up and turn on the two existing furnaces in the Dining Hall basement. Dining Hall to be heated to a moderate temperature in winter.

C. Campus-wide Maintenance and Repairs	Discuss	Dan Alexander	10 m
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EMSA conducted a Request For Proposal process for landscaping and snow removal services. Five firms doing both types of service were solicited for proposals. Two firms responded. The low-price, fully responsive proposal was from Green Guerrilla, coming in some \$10,000 less than the competing proposal (which also excluded some vendor work called for in the RFP), and under FY22 Budget for this facility cost.

The new agreement provides the same level of snow ploughing and snow clearing for all buildings, plus landscaping across the entire Campus. It also provides for removal of leaves and tree debris from the gutters of all EMSA school and storage buildings. A copy of the RFP and the executed Proposal with Green Guerrilla is attached.

EMSA is awaiting Leith's updated pricing on furnace/hot water heater replacement at Residence.

D. Campus Residence	Vote	Dan Alexander	10 m
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Recommend and prioritize needed repairs to EMSA's residential building: chimney repair; furnace, hot water heater, AC; roof repairs or replacement.

Suggest prioritizing repair of both chimneys and replacement of furnace, hot water heater, and air conditioning units as well as associated piping. Roof replacement to be deferred. Estimated cost of \$18,000 for chimney and HVAC work; suggest cap of \$20,000 on all such costs to be approved by Committee.

E. Contingency Allocated Spending	Discuss	Dan Alexander	1 m
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No update at this time

VI. Environmental Subcommittee Report 7:24 PM

A. Update	Discuss	Gary Swick	10 m
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VII. Committee Goals & Vision

VIII. Closing Items

A. Adjourn Meeting

Purpose	Presenter	Time
Vote		