



Elgin Math & Science Academy

Master Planning Meeting

Date and Time

Wednesday January 12, 2022 at 6:00 PM CST

Location

Join Zoom Meeting

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

Meeting ID: 862 5505 1354

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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			

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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 December Master Planning Meeting on December 8, 2021

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

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

Discuss

2 m

B. Committee-building

Discuss

2 m

Update on potential committee persons. Other ideas?

IV. Construction Update 6:07 PM

A. Gym Construction & Building Stabilizations Report

Discuss

Dan
Alexander

5 m

Almost all punchlist work is complete in the Gym Building. A tiny amount is to be completed on Monday January 17th.

Construction Draw #8 was funded, and the GC paid. A final request is payment is pending from the GC, Bulley & Andrews.

The Dining Hall Building's gas connection was made by Nicor, at no charge to EMSA. However, some pipefitting and the furnace startup will carry some cost. Update to be provided at the Meeting.

B. Campus-wide Maintenance and Repairs

Discuss

Dan
Alexander

3 m

Tree safety improvements made by a combination of R&J Tree Service and Davey Tree, at a cost of less than \$5,000 in total. These tree trimmings were serious reductions in tree overhang, and dead branch removal, on three sides of the Gym Building as well as elsewhere

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on campus. The takeaway is that this level of expense for tree trimming is relatively unusual. Of course, the campus has many mature trees and tree expense is a constant.

C. Campus Residence	FYI	Dan Alexander	3 m
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Leith Heating and Cooling HVAC replacement to take place on Thursday October 13th.

V. Campus Strategic Planning **6:18 PM**

A. Have we adequately involved stakeholders in the decision-making process?	Discuss	Dan Alexander, Jacquelyn Willer, Kerry Kelly	10 m
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Feedback from January 11th, 2022 Listening Session with EMSA staff.

Notes from Academic Excellence Committee: want to avoid students transitioning to a separate Building for break-out services. Additions needed include adding doors to kindergarten wing; adding three pull-out spaces for Intervention, ML, clinician use; relocating reception desk closer to main building entrance.

B. What do we (EMSA Board/Admin/Community) envision for school space for K-5 next year and beyond?	Vote	Dan Alexander	30 m
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Can the Committee vote on a recommendation to Board on which improvements to be made to Primary School Building in summer 2022? This, because time is growing short to achieve this construction as so approval is going to be needed by January Board Meeting.

Background

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).

*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. **The document (attached) reflects changes made as a result of recent Academic Excellence Committee discussion, while reflecting Administrative Leadership Team recommendations.**

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.

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. **Revised to reflect Administration recommendations as of the present, and based on staff feedback at listening session on January 11, 2022.**
- Budget for Primary School Programming Changes, with costs based on both Mazur and Bulley & Andrews pricing. Mazur was the lower-cost proposal. A variation would be to realized savings, undetermined, by not constructing two enclosed program areas and

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instead opting for creation of spaces with sound-reducing dividers (while modifying other spaces as planned). Note: the permanent (bond financing) should allow the capital investment in the Primary School Building in summer 2022 to be fully reimbursed to EMSA's operating account.			
• "Plans" of the Neil Building improvements which would be made under the Budget For Primary School Programming Changes 2022.			

C. What do we (Board/Admin/Community) envision for optimal facility/building use for K-8?	Vote	Dan Alexander	25 m
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Can the Committee vote on a recommendation to Board as to which will be the fourth School Building to be financed and renovated for occupancy in August 2023? This should be decided by February 2022 for schedule reasons.

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:

Facility Development Options Summary Chart presenting the estimated capital cost, and annual debt service cost, for four different Facility Development Options. Those four options are:

1. Reimbursement for the full Primary School improvements in summer 2022, and renovating the full Administration Building for SY2023-24.
2. Reimbursement for the full Primary School improvements in summer 2022, and renovating the Main and Upper floors of the Administration Building for SY2023-24.
3. Reimbursement for the full Primary School improvements in summer 2022, and renovating the entire first floor of the Dining Hall for SY2023-24.
4. Reimbursement for the full Primary School improvements in summer 2022, and renovating a portion of the first floor of the Dining Hall for two classrooms and Code-required bathrooms, but no offices, for SY2023-24.

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

VI. Environmental Subcommittee Report

7:23 PM

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

VIII. Closing Items

A. Adjourn Meeting

Vote