



# Elgin Math & Science Academy

## Master Planning Meeting

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### Date and Time

Wednesday February 9, 2022 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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### Agenda

	Purpose	Presenter	Time
<b>I. EMSA Mission</b>			<b>6:00 PM</b>
<b>A. For reference</b>	FYI		1 m
<b>Mission:</b> At EMSA, students and teachers will reach their highest potential through active exploratory learning and social responsibility.			
<b>Vision:</b>			
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
<b>Master Plan:</b> 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 January 12, 2022 Meeting Minutes

Approve  
Minutes

Kerry  
Kelly

2 m

**D.** Approve January 21, 2022 SPECIAL Meeting Minutes

Approve  
Minutes

5 m

**III. Meeting Time/Location/Check-in 6:08 PM**

**A.** Check-in on Timing, Location of Monthly Meetings

Discuss

2 m

It was discussed at the January 12th Committee Meeting to keep the meetings at the same time.

**B.** Committee Building

5 m

At the last meeting, there were no updates regarding potential committee members.

**IV. Construction Update 6:15 PM**

**A.** Gym Construction & Building Stabilizations Report

FYI

Dan  
Alexander

5 m

Many thanks to Richard Wilson for his many volunteer hours spent in sorting out what is worth savings from what is not, disposing of trash, and moving our spare furniture, purchased and donated equipment into well-organized storage in the Dorm and Dining Hall.

Dining Hall is being kept at a moderate heat level, and work there is complete. Gym Building is complete.

A small amount of door work at Elementary Building is still awaiting some shipment of door hinges.

Bulley & Andrews expected to bill in February so the IFF loan can be closed out.

**B.** Campus Wide Maintenance and Repairs

Discuss

Dan  
Alexander

4 m

The tree safety work in and around the Gym and across campus has been completed.

Richard Wilson has largely moved what can be moved by non-professionals from the Administration Building, to the Dorm or Dining Hall.

Purpose Presenter Time

Administration has obtained a quote for a large move of extremely heavy office desks, oversized white boards, and all of the basement/garage contents of the Admin Building to the Dorm/Dining Hall. This would be a cost of \$2,286 and would result in savings at the time of Admin construction, as well as save and make safe the desks and light fixtures and white boards which are better stored elsewhere, and then can be reused.

C. Campus Residence FYI Dan Alexander 2 m

Leith Heating and Cooling HVAC replacement at the Residence was done on January 13th. The Residence has brand-new furnace, hot water heater, air conditioning with corrected venting.

V. Campus Strategic Planning 6:26 PM

A. Stakeholder Feedback Discuss Dan Alexander, Jacquelyn Willer, Kerry Kelly 10 m

- Feedback from January 21, 2022, Special Master Planning Meeting with EMSA staff. Many staff members commented on the space that is needed for the primary building. The consensus is that space is needed for service providers (MLL, Intervention, SPED, and Social Work). Item 2 from "What we'd like to see to inform our decision" (in attachment) merits further discussion and input. Only one staff member sent feedback regarding 2/4 email which summarized options and sought input.
- Feedback from Admin meeting with all-staff, January 28th. Staff were presented with two options for Elementary Building construction (A and B), and asked to provide their view, favorable or unfavorable. This was so that Elementary would be K-5 for SY2023-23 and beyond. A majority of staff were unfavorable to Option A, and a majority were favorable to Option B. Option A was to improve/expand certain areas in the entrance/Admin areas of Neil/Elementary, and also to use a part of the Kitchen for program purposes and move the student serving line to the Commons. Option B was Option A, absent the Kitchen and Commons changes. Many other topics were also discussed, and staff questions answered with available information.

B. Spacing and construction for next year. Vote Dan Alexander 30 m

What is the consensus recommendation to the Board for improvements to the Primary School Building and/or other buildings to accommodate K-7 next year?

The Administration will present its two recommended options:

Option A (not favored by a majority of staff voting, and costing about \$300,000) is to use the Elementary Building as K-5 for next year and beyond, and in summer 2022 to make certain improvements to the entry/Admin areas of the Elementary Building, as well as to convert a part of the Kitchen to program use and move the student serving line to the Commons.

Option B (favored by a majority of staff voting, and likely costing something less than \$200,000) is to use the Elementary Building as K-5 for next year and beyond, and in summer 2022 to make certain improvements to the entry/Admin areas of the Elementary Building.

**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 the recent Academic Excellence Committee and Master Planning discussions including the preference of staff for Option B as described above. It assumes the Administration Building will become the fourth EMSA School Building. It assumes that Kindergarten will in SY24, expand to three classrooms and that the Kitchen changes from Option A will then take place, potentially alongside bathroom additions to the Elementary Building.***

Attachments:

- Space Plan - Option A
- Space Plan - Option B
- Space Planning long-term - Admin thinking
- Space Needs document

**C.** What do we (Board/Admin/Community) envision for optimal facility/building use for K-8? Vote Dan Alexander 25 m

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.

**Purpose      Presenter      Time**

- 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**

**7:31 PM**

<b>A. Update</b>	Discuss	Gary Swick	10 m
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**VII. Committee Goals & Vision**

**VIII. Closing Items**

<b>A. Adjourn Meeting</b>	Vote
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