



# Elgin Math & Science Academy

## Master Planning Committee Meeting

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### Date and Time

Wednesday July 12, 2023 at 4:00 PM CDT

### Location

Art Barn / Hybrid

1600 Dundee Ave.; Elgin, IL 60120

Zoom Link: <https://us06web.zoom.us/j/83909541907?pwd=VU04M3NxVW9FT01yRDFCY0NDTmpiUT09>

Meeting ID: 839 0954 1907

Passcode: MS53jw

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### Our Mission:

The Elgin Math and Science Academy is an EL Education public charter school.

We strive to support the whole child and develop socially responsible leaders who aspire to create a better world.

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:00 PM</b>
<b>A. Record Attendance</b>			1 m

	Purpose	Presenter	Time
<b>B.</b> Call the Meeting to Order		Kerry Kelly	1 m
<b>C.</b> Approve Minutes	Approve Minutes	Gary Swick	3 m

Approve minutes for Master Planning Committee Meeting on June 21, 2023

**II. Master Plan & Facilities Committee 4:05 PM**

<b>A.</b> Decision-making Protocols for Construction	Discuss	Kerry Kelly and Gary Swick	2 m
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Areas when the Master Planning Committee will be consulted and possible approval by the Board sought:

1. Changes to the intended program use of the space.
2. Changes to which would affect sustainability, including water mitigation strategies
3. Changes to the building's historic appearance.

<b>B.</b> COO Report on Construction	Discuss	Dan Alexander	15 m
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Dan Alexander to review status of construction with respect to:

1. Overall schedule, and budget
  - a. We are on schedule, project to get a Certificate of Occupancy (temporary) around August 11, 2023. The elevator will not yet be installed or operational due to factors outside of EMSA's control, but that installation/operation will take place early in the school year, resulting in a final and full C of O.
  - b. We project to meet budget, leaving aside the \$100,000 of borrowed funds the Board set aside (and partially spent on campus upgrades for additional parking, road and safety improvements, and rain gardens). Final tallies on spending will occur in the fall after all costs are known, as well as interest earnings, etc.
  - c. There is a lot still to be done to get the Building ready, and the other Buildings ready for the school year, so to keep it all in perspective - staff and vendors are very busy this summer.
2. Major milestones:
  - a. ComEd Power - The new transformer is in and operational. One small item is scheduled to arrive later this week, with one very brief last visit by ComEd, and their work is complete.

	Purpose	Presenter	Time
<ul style="list-style-type: none"> <li>b. Exterior civil engineering work - mostly done. Connections of downspouts to runoff drains taking place. Exterior drain tile still in installation at northeast of Admin, but soon to be complete.</li> <li>c. windows - will be all installed in about a week and a half further work. Trim and painting to follow.</li> <li>d. mechanical connections, interior - ongoing</li> <li>e. finishes - ongoing</li> <li>f. doors - interior doorframes and wooden doors starting to come in. Installation to commence. Some exterior doors are somewhat delayed and will have to be installed right after school starts.</li> <li>g. technology: wireless internet, cameras, copiers, phones, intercom - fiber optic cable going in in next week to two weeks, followed by the equipment. Low Voltage wire installation is well along.</li> </ul>			
3. Special projects			
<ul style="list-style-type: none"> <li>a. fifteen extra parking spaces - see attached plan, providing 15 parking spaces removing the maples and avoiding as much as possible, negative impact on walnut trees.</li> <li>b. extra rain gardens - to proceed as per Green Guerrilla proposal, with involvement of students.</li> <li>c. Neil door strengthening</li> <li>d. asphalt and campus safety</li> </ul>			
<b>C.</b> Review & Discuss Opportunities for Classroom Involvement in Campus Projects	Discuss	Gary Swick & Chris Flaherty	20 m
<b>D.</b> Facilities Reserve Fund	Discuss	Dan Alexander	5 m
What is the system for tracking and predicting facility needs that could use this fund?			
<b>E.</b> Sustainability	Discuss	Kerry Kelly & Gary Swick	1 m
What specific items impacting our sustainability have been added or removed from the Construction Plans? (E.g., electric/gas). How does sustainability influence our planning? How do we incorporate sustainability principles regularly?			
<b>III. Campus Environment &amp; Historical Character Advisory Group</b>			<b>4:48 PM</b>
<b>A.</b> This is a new subcommittee to the Master Plan Committee	Discuss	Kerry Kelly	10 m
Discuss parameters & policy suggestions.			

Purpose

Presenter

Time

**IV. Closing Items**

**4:58 PM**

**A. Adjourn Meeting**

Vote