



# Elgin Math & Science Academy

## Master Planning and Environmental Committee Meeting

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### Date and Time

Wednesday November 15, 2023 at 4:00 PM CST

### Location

#### Art Barn

1600 Dundee Ave  
Elgin, IL 60120

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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.</b> Record Attendance			1 m
<b>B.</b> Call the Meeting to Order		Kerry Kelly	1 m
<b>C.</b> Approve Minutes of the September 20, 2023, Meeting of the Master Planning Committee	Approve Minutes	Gary Swick	3 m

**II. Master Plan & Facilities Committee**

**4:05 PM**

- |   |         |               |      |
|---|---------|---------------|------|
| <b>A.</b> COO Report on Construction & Campus Grounds | Discuss | Dan Alexander | 10 m |
|---|---------|---------------|------|

The Administration Building project has been substantially completed. The exterior doors have been fully installed. The elevator has been installed and passed its testing and the elevator will soon be in use. Progress payments have continued through construction escrow. The City of Elgin will require for the Final Certificate of Occupancy, the sewer contractor to be fully paid which will not occur until the winter due to the payment process.

Green Guerrilla has completed the rain garden projects approved as part of the Administration Building project. Green Guerrilla has "thickened" the rain gardens planted on the west side of the logs facing the Middle School asphalt loop, planted an extensive rain garden running down the hill northeast of the Admin Building, and planted prairie plants including grasses, sedges, and forbs along the eastern facade of the Admin Building.

The buildings have been winterized for the fall and winter seasons, with leaves removed from gutters and heating system prepared. Dead trees which might present a hazard were trimmed back. A small project to address ponding and degradation of the north gravel road was carried out in a sustainable manner in order to improve traffic safety (as the north Road is used every afternoon for dismissal). Two furnace/AC systems dating back to about 2007 now need replacement in the Neil building, which is in process.

The buildings and grounds were inspected by the Kane County Regional Office of Education in their annual, advisory inspection, and found to be in excellent/safe condition. EMSA had its annual insurance company inspection for purposes of insurance renewal; Selective commented on the good steps taken recently to improve campus safety including traffic controls such as signage, gates, asphalt markings along with good overall maintenance.

	Purpose	Presenter	Time
<b>B. Facilities Reserve Fund</b>	Discuss	Dan Alexander	7 m

What is the system for tracking and predicting facility needs that could use this fund?

The Committee discussed, and COO recommended, finding a highly qualified, independent consultant who could help lead a collaborative process to help to develop this system to track and predict facility needs that could use the \$500,000 Replacement Reserve Fund. Dan obtained a proposal from Amy Preston's company to perform this work.

At the Committee's request, Dan contacted two additional companies qualified to do this work.

<b>C. Review &amp; Discuss Opportunities for Crew Involvement in Campus Projects</b>	Discuss	Gary Swick and Dan Alexander	20 m
<b>D. Sustainability</b>	Discuss	Kerry Kelly & Gary Swick	10 m

How does sustainability influence our planning? How do we incorporate sustainability principles regularly?

### **III. Campus Environment & Historical Character 4:52 PM**

<b>A. Activities that could significantly impact the environment and/or historic character of the school need to be vetted.</b>	Discuss	Kerry Kelly	10 m
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Discuss parameters & policy suggestions.

### **IV. Closing Items 5:02 PM**

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