

APPROVED



## Elgin Math & Science Academy

### Minutes

#### Master Planning Meeting

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##### **Date and Time**

Wednesday January 12, 2022 at 6:00 PM

##### **Location**

Join Zoom Meeting

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

Meeting ID: 862 5505 1354

One tap mobile

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##### **Committee Members Present**

D. Alexander (remote), D. Haight (remote), G. Swick (remote), K. Kelly (remote), R. Wilson (remote), S. Bennett (remote)

##### **Committee Members Absent**

T. Haralambopoulos

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## **Guests Present**

K. Coventry (remote), S. Said (remote)

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

K. Kelly called a meeting of the Master Plan & Facilities Committee Committee of Elgin Math & Science Academy to order on Wednesday Jan 12, 2022 at 6:05 PM.

### **C. Approve Minutes**

G. Swick made a motion to approve the minutes from December Master Planning Meeting on 12-08-21.

D. Haight seconded the motion.

The committee **VOTED** unanimously to approve the motion.

## **II. Meeting Time/Location/etc Check-in**

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

Committee members discussed keeping the meetings at the same time.

### **B. Committee-building**

There were no updates in regards to potential committee person.

## **III. Construction Update**

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

D. Alexander advised that all gym building work is completed. There are a couple of baseboard heaters to be fixed by Tuesday, January 17th.

D. Alexander stated that the Dining Hall Building's gas connection was done for free by Nicor. There is some remaining work to be done such as pipefitting and the furnace set-up. On January 13th, work will be done to do the last (7) inches of pipe connection to turn on the furnaces. Once the furnaces are turned on, then they need to run for awhile to circulate.

### **B. Campus-wide Maintenance and Repairs**

D. Alexander discussed that tree trimming was done for larger trees overhanging the gym, and dead branches on three sides of the Gym building and elsewhere on the campus where children play. R. Wilson assisted with this work with Davey Tree & R.J.

### **C. Campus Residence**

D. Alexander: The furnace, hot water heater, and A/C were bid out for the Residence. The lowest bid was Leith Heating and Cooling as they came in at the following:

- \$17, 836.00 which is under the budgeted amount of \$20,000.00 for the Residence.

#### **Breakdown of Price:**

1. \$10,279.00 - Complete replacement of the furnace, hot water heater, and A/C including the correction of an illegal flue problem connected to the furnace.
2. \$7,557.00 - This amount is for the substantial rebuild of the two chimneys.

## **IV. Campus Strategic Planning**

### **A. Have we adequately involved stakeholders in the decision-making process?**

### **B. What do we (EMSA Board/Admin/Community) envision for school space for K-5 next year and beyond?**

D. Alexander explained that a listening session with the staff was done on Tuesday, January 11th to discuss the first idea of renovations in the elementary building. The following options were discussed:

- The first option was to increase space for services, a third Kindergarten room, and to move the reception desk closer to the front.
- The second option is that instead of building in the commons, they can recreate the kitchen and leave a rump kitchen. This will create another program space in the kitchen. The serving lines would then be moved into the commons.
- The third option is to create temporary spaces through loft walls/partitions that are acoustically engineered to enclose a space without creating a permanent enclosed room.

There was great feedback from the teachers and other staff members about these options. There is a need for enclosed spaces for services. Avoiding students transitioning to a separate Building for break-out services. Additions needed include adding doors to the Kindergarten wing; adding three pull-out spaces for services; relocating the reception desk closer to the main building entrance.

D. Alexander stated that there would be another listening session that would be drilling down on how we use these spaces, who would be in these spaces, and the type of furniture.

D. Alexander discussed that 5th grade will be permanently in the elementary building. G. Swick was concerned about space, and how do we manage to have the 5th-grade classes moved into the elementary building permanently. There are larger classrooms that could be moved around as an option.

The committee discussed and held off on a decision regarding the renovations for the elementary building until January 21st. This session will include staff, and taking a walk around the building to visualize these changes to determine the best option.

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

The Committee discussed the options, plans, and costs about which building would be the fourth School Building to be financed and renovated for occupancy in August 2023. There are four options:

**Option 1:  
Full Admin Building**

**Option 2:  
Main and Top Floor of Admin Building**

- This would not include a Science Lab.
- The office would only be 171 sf.

**Option 3:  
Full First Floor, Dining Hall Building**

- One classroom would be undersized at 781 sf.
- Lacks (4) 200 sf offices present in Option 1.
- Lacks (3) offices in Option 2.

**Option 4:  
Partial First Floor, Dining Hall Building**

- As option 3, but lacks additionally one very large and two fair-sized offices.

The Committee found that more discussion is needed. This is a big decision that will require a separate session to look into in more detail. This will be discussed during the next Master Planning Meeting.

**V. Environmental Subcommittee Report**

**A.**

## **Update**

The Environmental Subcommittee met today at 1:30 p.m. G. Swick commented that the drainage on the north side of the gym is working great. There are several other drainage projects that are going on. The Environmental Subcommittee discussed Friday Field Studies, and partnering with the Forest Preserve.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:23 PM.

Respectfully Submitted,  
K. Coventry