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WEST BLOOMFIELD SCHOOL DISTRICT

Final

Educational Specifications

West Bloomfield School District Middle Schools

June 2018

Educational Specifications
Middle Schools

West Bloomfield School District

June 2018

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Acknowledgements

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- Ms. Stacy Brickman, Secretary
- Ms. Julie Beaty, Trustee
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Individual (Department) Interviews

- Facilities and Maintenance
- Technology
- Core Academics
- Science
- Food Services
- Library/ Media Center
- Physical Education/ Athletics
- Fine Arts/ Performing Arts
- Special Education
- Middle School Administration
- Middle School Curriculum
- Sustainability
- Transportation

Project Planning Consultant

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1.0 Introduction/ Project Goals

1.0 Introduction/ Process/Project Goals

Project Goals and Concepts identified in this section represent the product of exercises conducted over the course of four Educational Specifications Committee Meetings and two days of individual interviews.

Educational Specifications Committee Workshops

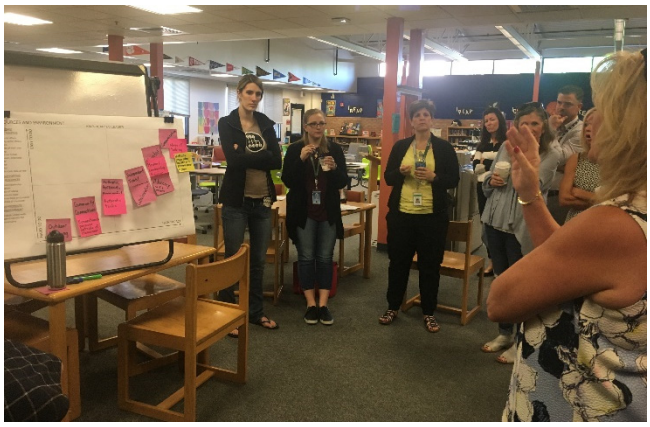
The Educational Specifications Committee was comprised of over 25 invited participants including staff, students, teachers, community members, board of education members and design professionals. The Committee conducted four exercises in the first two work sessions[1]:

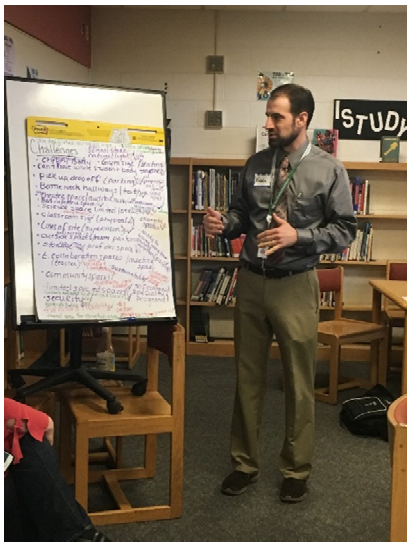
Learning Context: *"Define the unique assets, opportunities, challenges and aspirations for WBSD middle schools of the future."*
Learning Process: *"Focusing on linking content, method and assessment to the desired learning product or outcome, define what curriculum, instruction and assessment should be in the future."*
Learning Organization: *"Define the optimum organization of students (groupings, grade levels, learning levels), subjects (subject matter and content), time (learning time, semesters, years, daily, life-long) and settings (informal and formal learning settings)."*
Learning Environment: *"Focusing on information gathered from learning context, process and organization exercises, describe technology, equipment and facilities that would support these in the school environment."*

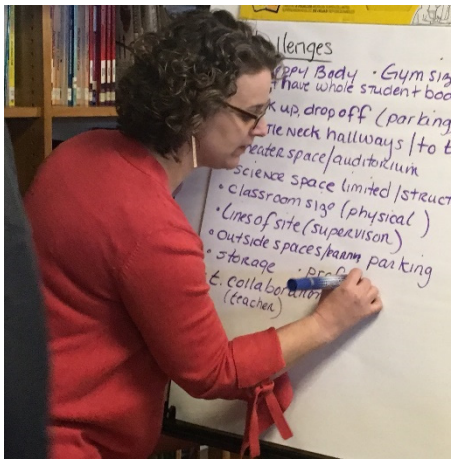
[1] Detailed notes from these sessions may be found in the appendix of this document

#

The committee was divided into several groups, each collaborating on the questions posed. The answers from these questions were then sorted into categories of responses and ordered according to the strength of the group's responses. The detailed responses may be found in Appendix B of this document.



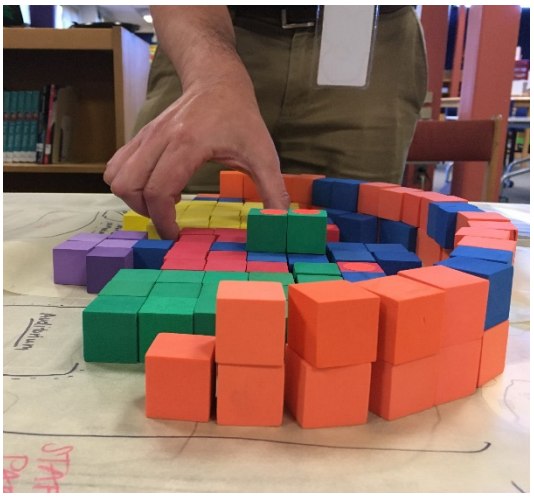




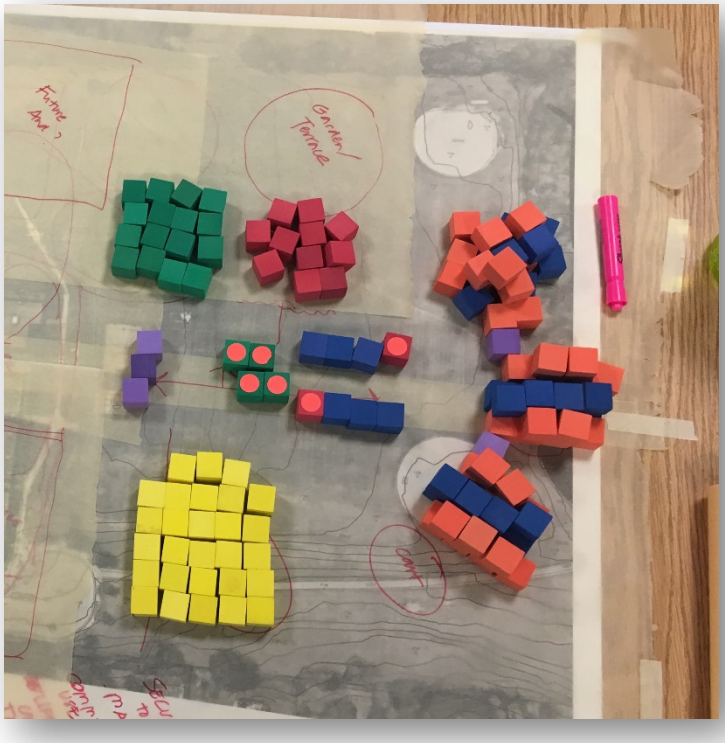
Educational Specifications Committee Workshops 1 - 3

Charrette Meeting/ Block Exercises

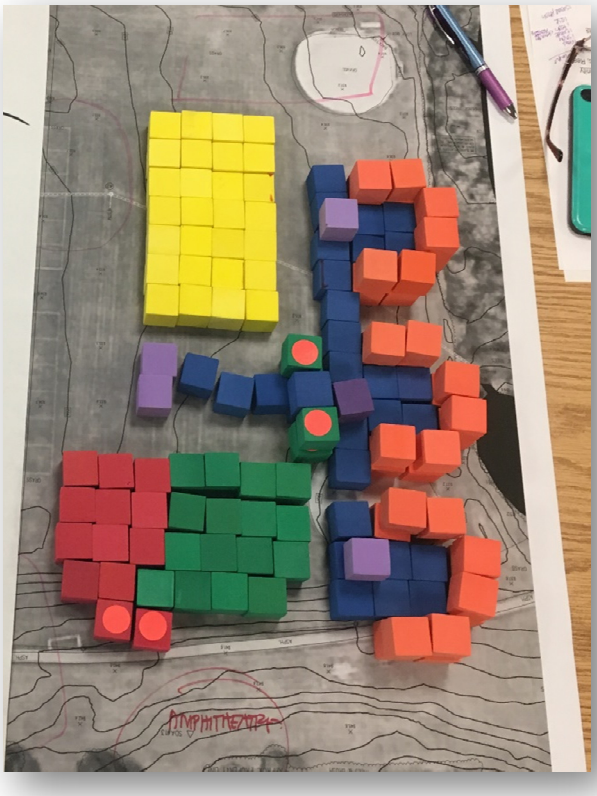
Following interviews of individuals and departments, the Educational Specifications Committee reconvened for a final work session called a “charrette.” During the charrette, design professionals worked with 5-6 person groups to develop functional diagrams of the new middle school using blocks as representations of how spaces might relate to one another. Below are the block schemes created by the committee.



Educational Specifications Committee Charrette Workshop Mtg 4



CONCEPT #1



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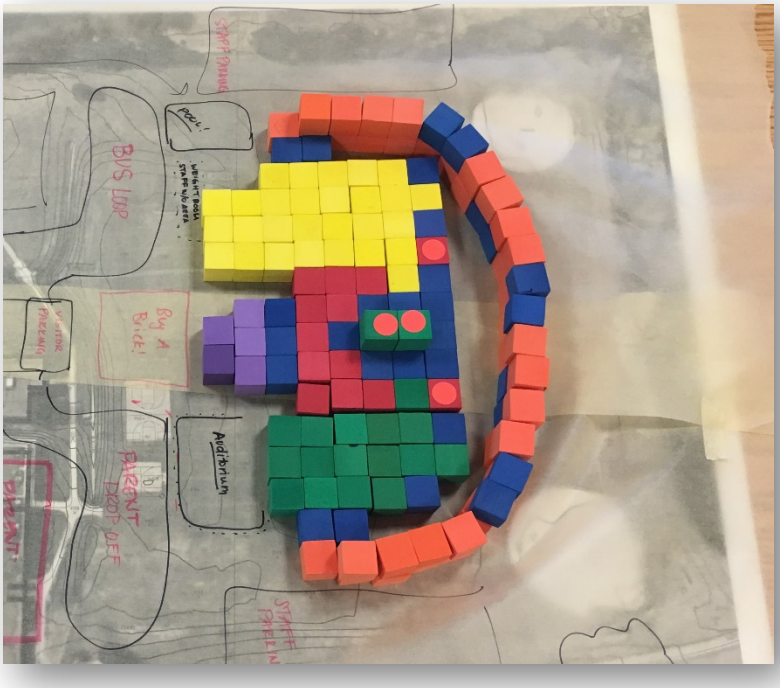
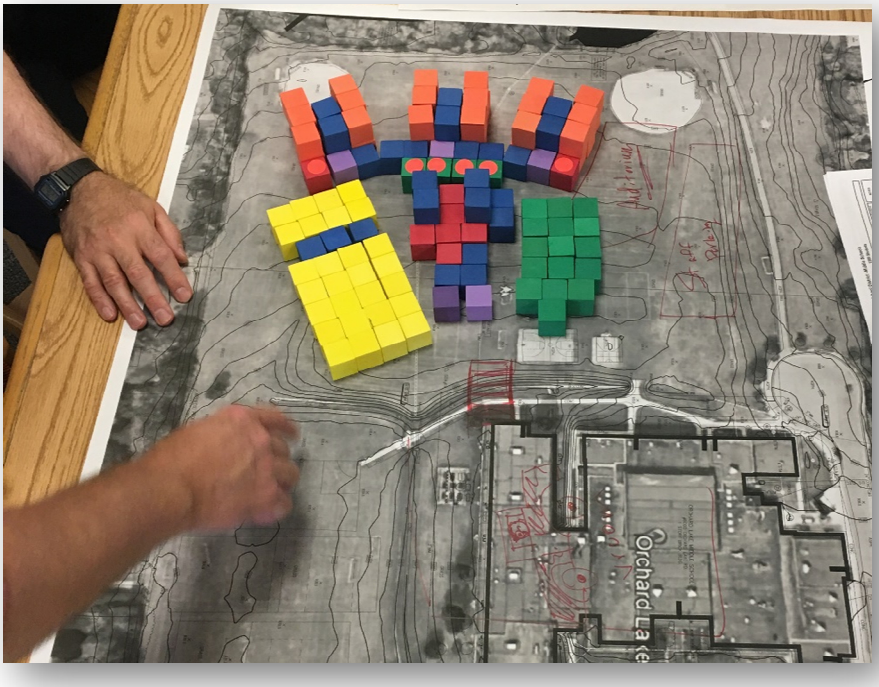


CONCEPT #3



CONCEPT #4

2.0 Project Design Factors: *Overall Considerations*

Overall project considerations take into account district mission and values, configurations and policy. Project design factors include building design concepts, building systems and site considerations.

2.0 Project Design Factors:
Overall Considerations

Introduction

Project Design Factors include Building Design Concepts, Building Systems, and Site Considerations. New and renovated middle schools are expected to meet the following guidelines to the highest extent possible under the constraints of existing site/ facility and budget. General guidelines to consider during the design process are listed below.

Building Design Concepts

District Vision and Guiding Documents[1]
the following text is from West Bloomfield School District

WBSD Mission

The West Bloomfield School District educates students to be their best in and for the world.

WBSD Vision

It is our vision to develop socially responsible citizens empowered to meet the challenges of a rapidly changing global society, and who are characterized by curiosity, creativity, critical thinking and the ability to effectively communicate and collaborate.

WBSD Beliefs

We believe that:

1. All children can and will learn;
2. Students learn best through authentic and engaging experiences;
3. Each student has unique talents which deserve development;
4. Equity and access to rigorous curriculum is every student's right;
5. Inquiry-based instruction fosters critical thinking and creative problem solving;

[1] West Bloomfield School District Website. www.wbsd.org

6. Technology enriches how teachers teach and students learn;
7. Diversity is one of our strengths;
8. Building strong relationship increases trust and positively impacts learning;
9. Inspiring learning is shared responsibility;
10. Learning together and collaborating as professionals empowers us to meet the needs of each student;
11. All employees, departments, and buildings are interdependent and strengthen our ability to accomplish our mission; and
12. Resources must be maximized to excellently accomplish our mission.

Campus Configuration

The two existing WBSD middle school campuses range in size from 600 to 650[2]. West Bloomfield School District will combine the two schools into one new WBSD middle school, designed to accommodate up to 1,200 students at a maximum capacity in no more than approximately 185,000 gross square feet (GSF).

Building configuration should be "all under one roof" or, if designed as a campus, should direct all visitor traffic through one entry for maximum campus security. In cases of small site size, two storied buildings may be necessary.

Building construction should be highly durable, utilizing exterior materials chosen to withstand weather and harsh elements, requiring a minimum of maintenance. WBSD buildings are expected to be utilized for 50+ years and should be able to stand the test of time.

The campus will be built on the site of the current Orchard Lake Middle School, and the existing OLMS will be demolished. Exterior areas listed in the list of *Program Spaces* found in Section 5 of this document are suggested for each site.

Enrollment

Enrollment at the new WBSD middle school is anticipated to be up to 1,200 students with an expansion capability of 15% in times of high enrollment pressure.

Schedule

Currently, WBSD follows a traditional school calendar – with school beginning in early September and ending in late June. However, it is possible that in future years, the district may decide to follow a year-round schedule. The year-round schedule would entail intermittent breaks throughout the year with a summer break. Middle schools should be designed to operate effectively during summer months as well as the current school year months.

[2] https://www.wbsd.org/orchardlakems

Five Big Visionary Goals

The following are five big visionary goals developed during the 2018 WBSD middle schools planning committee with regard to district middle schools. The concepts encompass learning, learning atmosphere, environment, and culture and should guide all decision-making during the design of the school.

1. *Authentic, Real-World, Collaborative and Purposeful*

Authentic learning is real life learning. It is a style of learning that encourages students to create a tangible, useful product to be shared with their world. Once an educator provides a motivational challenge, they nurture and provide the necessary criteria, planning, timelines, resources and support to accommodate student success.[3] Collaborative Learning and Teaching must be infused into every space. The learning environment should employ opportunities to collaborate informally and formally. The learning environment should enhance the ability to pool knowledge and compare notes with others toward common goals. The learning environment must, at all times, enhance the team of learners' and staffs' ability to work together.

2. *Dynamic, Flexible Learning Environments*

Students and teachers are provided an environment that is conducive to teaching and learning. Centering on the needs of the occupants, the learning environment addresses the needs of occupant comfort, safety and psychological well-being. Learning environments must be adaptable to rapid change within the work period. Students should be able to group and re-group into a variety of work settings (large, small, individual, sitting, standing, etc.) Each learning area should be able to expand or contract with a minimum of effort.

3. *Social/ Emotional Skill Development*

Today's schools are increasingly multicultural and multilingual with students from diverse social and economic backgrounds. Educators and community agencies serve students with different motivation for engaging in learning, behaving positively, and performing academically. Social and emotional learning (SEL) provides a foundation for safe and positive learning, and enhances students' ability to succeed in school, careers, and life.[4] The middle school environment should support and enhance:

- Self Awareness and the Acceptance of Differences
- Self Management and Opportunities to Demonstrate Responsibility
- Social Awareness and Celebration of Different Cultures
- Relationship Skills through opportunities to Collaborate
- Responsible Decision-Making

[6] http://authenticlearning.weebly.com/

[7] https://www.edutopia.org/blog/why-sel-essential-for-students-weissberg-durlak-domitrovich-gullotta

4. *Safe Learning Environment*

To learn, children and adolescents need to feel safe and supported. Without these conditions, the mind reverts to a focus on survival. A healthy, safe, and supportive learning environment enables students, adults, and even the school as a system to learn in powerful ways. Such an environment promotes innovation, inquiry, and risk taking. Moreover, such an environment reinforces and enhances the leadership capacity in the school because competent, excellent, and dedicated educators want to work under such conditions.

5. *Cohesive WBSD MS Community*

The new WBSD Middle School will need to represent ALL WBSD middle school staff and students on one site. The new school will be a source of pride and will represent students from many different cultures. The new school will need to celebrate community by building opportunities with useful and rich common spaces, areas for small and large groups, areas for collaboration, and areas where students may explore individual interests and talents.

Utilization

Utilization refers to the actual placement of students within the classroom. Classrooms cannot be loaded to the maximum 100% because of the uneven loading of grade levels; i.e., student enrollment does not divide evenly into groups averaging 20 or 28. It is anticipated that the WBSD middle schools will be utilized at 85%, which is average across the industry.

Capacity

The *Space Program* described in Section 4 of this document will provide for a maximum of 1,260 students at 85% utilization.

Community Use

WBSD Schools are utilized by the community for a wide variety of purposes including parent meetings, student presentations and events, Girl/Boy Scouts, after-school clubs, and summer activities.

The auditeria and the black box theater will provide an area for student presentations and parent meetings. Community groups will be able to utilize these areas for after-school and summer activities. The media resource areas, conference rooms and small group rooms and conference areas will provide additional meeting spaces for parent and student clubs.

Building Systems

The following information is a summary of more extensive guidance from the WBSD facilities and maintenance group. Please consult with Facilities for more detail.

Acoustics The early childhood - 8th grade years are an important time in the development of a child's language and speech abilities. Students (especially non-native English speakers) must be able to hear the teacher and be heard by others. One recognized guide for schools, the California Department of Education *School Site Selection and Approval Guide* states, "The normal range of conversation is between 34 and 66 decibels. Between 70 and 90 decibels, sound is distracting and presents an obstacle to conversation, thinking, or learning. Above 90 decibels, sound can cause permanent hearing loss. "[5] Classroom areas must be designed to allow normal speaking levels with comfort, and common national standards call for a maximum decibel level of 55 dB measured at a workspace in the center of the classroom . Audio enhancement systems may be considered (budget permitting) if they are approved by the district.

Building Support Spaces Custodial, storage, and loading areas should be located in the service areas of the school, near the cafeteria and mechanical service areas. Driveways for support areas should be separately accessed and should not cross student walkways, parent drives, or student access to outside areas.

Finishes WBSD maintains all campuses with pride. Finishes are to be durable and of high quality, so that they may be maintained over a period of 50+ years. Interior corridor finishes should be highly durable and easy to clean; a cove base detail for tile or rubber base is preferred for ease of cleaning. Windows should be double-paned and designed to maximize daylighting. Exterior windows should be able to be secured.

Kitchen areas should be of durable materials that are easily cleaned: stainless counters, backing and equipment; flooring that is seamless. Restrooms should be of highly durable materials: hard surface floors (seamless epoxy, tile, or sealed concrete), tile to the ceiling on the walls, polished stainless steel mirrors, and compounded plastic partitions with full hinge and metal partitions for grades 6-8. Gymnasium and auxiliary flooring should be wood gymnasium flooring. Dining areas should be easily cleaned but not institutional in feel, past projects have successfully incorporated vinyl composition tile or terrazo. Furnishings should be adjustable, varied, foldable and highly cleanable. Walk-off mats should be provided for each exterior entry, consider modular matting systems (recessed) extending six feet into each entry. Roofs should be designed as to be highly durable, coordination with the district in the early design stages is mandatory. Roofing materials must be approved by the district. Sloping metal roof systems have been most successful. Rainwater collection with the ability to slow release into the school landscape is suggested (budget

[5] California Department of Education, *School Site Selection and Approval Guide,* http://www.cde.ca.gov/LS/fa/sf/schoolsiteguide.asp#Noise.

permitting.) Roof drains should not be interior and scuppers and downspouts should not drain onto or across sidewalks to prevent ice or slipping hazards.

Climate Control

Buildings should utilize high quality insulation with a high R factor. All buildings are to be conditioned with Heating Ventilation and Air Conditioning (HVAC). Central plants, closed-loop, with redundancy are preferred. Central air handlers add to the ease of maintenance and are preferred. Classrooms should be individually supplied HVAC units, alternate approaches may be suggested. Additionally, a web-enabled Energy Management System (EMS) may be required to assist in the energy management of buildings. No evaporative coolers are to be used on campuses. Mechanical systems are to be located in a mezzanine level just below the roof; no mechanical systems are to be located on roofs. Solar panels should be incorporated into the design – budget permitting. For safety and climate control, vestibules should be considered and utilized at exterior entries to the school.

Electrical/Power

Learning areas should be pre-wired with electrical service to the walls and ceiling (each classroom may eventually utilize ceiling projectors). In cases of block walls, the conduit should be located in furred-out walls, not within the block wall or on the interior wall. Care should be taken to provide extra conduit for ease of future wiring. Electrical panels must be sized for the eventual build-out of the school if a phased design is planned. Ample power and outlets cannot be overemphasized. Maximum flexibility and safety requires outlets to be plentiful and evenly dispersed around the classroom and multipurpose areas. Future students will utilize laptop computers throughout the school.

Lighting

Natural daylighting in all occupied areas of the building (including corridors) is required. Care should be taken to provide lighting that can automatically (or manually) shut off when daylighting is present (budget permitting); however, lighting should be controlled by motion sensors. Clerestory windows are preferred over skylights as skylights are often a maintenance problem, other solutions may be discussed with the facilities and maintenance group. T8 fixtures (T5 is preferred) or better should be utilized in learning spaces; direct/ indirect lighting is also preferable – budget permitting.

Plumbing and Fixtures

Low flow toilets with air assist and low flow urinals, flush toilets that are hard-wired with motion sensors, and automatic sinks are recommended. Single fold hand towel dispensers as well as hand-dryers are also recommended. Urinals should be wall-hung. All multipurpose areas will be designed with a sink. Drinking fountains should be provided to each multipurpose area, near the dining area, near gymnasiums and convenient to outside play areas. Uniform locks are preferred for interior and exterior doors, rotary hinges should be used on exterior doors. Provide the infrastructure to add an electronic (card key, fob, fingerprint reader, etc.) locking system to exterior doors in the future. Fly fans to be installed at kitchen doors.

Public Access

Generally, the WBSD campuses will operate from early morning hours (6-7 am) into the night (8-9 pm) as well as on weekends. Areas utilized by students for

extracurricular activities (sports, band and music, drama, club meetings) should be zoned into an area that is:

- Well Lit,
- Able to be individually climate controlled,
- Near parking areas and parent drop off,
- Able to be sub divided from the main campus with gates or fencing,
- Accessed by wide, handicapped-accessible sidewalks,
- Provided a gathering or waiting area that is safe and well lit for students waiting for transportation.

Community access areas (dining, gymnasiums, play fields) should be co-located near large parking areas and should provide convenient walking access to those venues. Enough parking should be provided to allow cars to park on site and minimize the use of nearby streets or off-site parking.

Safety Safety and security on WBSD campuses is paramount. The following are safety considerations for the facilities and site:

- ***Lighting:*** exterior lighting for nighttime activities needs to be considered, exterior lighting in parking areas should be solar-powered Light Emitting Diode (LED) lights – budget permitting. Area zoning with motion sensors is desired.

- ***Security Cameras:*** District may require cameras at the following locations: entry areas, parent drop-offs, playground areas with the possibility of adding interior cameras. The principal or campus security officer is to be the designated monitor. Telephone handsets should be equipped with push-button public address to the administration.

- ***Fencing:*** the campus may be completely fenced (4 foot chain-link with gates) to the ability to close off playground areas and ancillary entries during school hours. Decorative wrought iron fencing may be considered at the school entry. Play areas may be fenced so as to allow access after school and on weekends; they should be gated or utilize a turnstile entry (with WBSD approval.)

- ***Traffic Congestion:*** Every effort should be made to contain pick-up and drop-off traffic on site; traffic congestion on surrounding streets and properties should be avoided.

- ***Ease of Supervision:*** Entry areas should be visually supervised by administrative staff; playground and corridors should be visually supervised by the use of transparency to hallways and windows to the playground.

- ***Play/Court Equipment:*** Playground and/ or court equipment or features should be age appropriate and safe. Equipment should be shaded to prevent burns during hot temperatures. Mulch or poured rubber surfaces should be utilized under playground

equipment. No climbing walls over 10 feet in height. Signage requiring adult supervision and age limitations on equipment must be provided at each play area.

- *Fencing:* Should be chain link at a minimum; metal or decorative fencing should be provided at the front of the school. Fences should be four feet high at a minimum unless directed differently by WBSD.

- *The dumpster area* must be fully enclosed and lockable, and should be sloped for good drainage – preventing spoilage and smell build-up. Coordinate with City for exact requirements.

- *An outdoor or exterior building* for the storage of exterior and lawn equipment may be added by the district in the future and should be master planned into the overall site plan.

School Area Pedestrian Safety Recommend conducting a Safe Routes to School[6] study for this campus. Traffic congestion at the school may be minimized by ensuring that a safe pathway to school is provided to students.

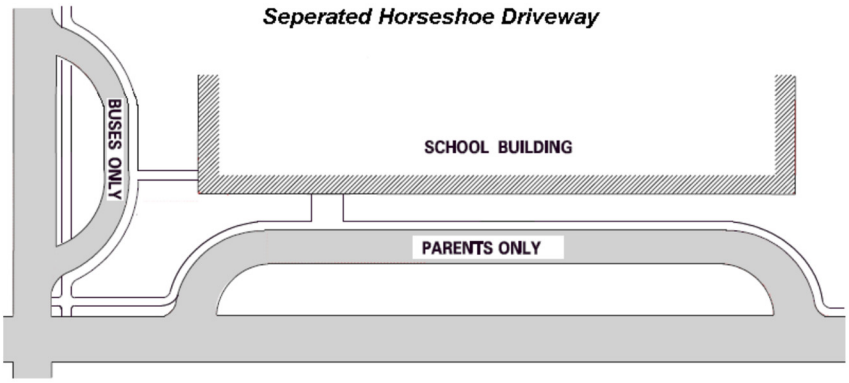
Separation of pedestrians, buses, cars, delivery vehicle. Separation of parent and bus drop off is required. Location of staff and visitor parking providing safe and contiguous pathways to the school is also recommended. Delivery vehicles and loading areas should be segregated from all other traffic, both pedestrian and vehicle. The following considerations should be addressed in the new design or renovation plans:

1. Buses do not pass through parking areas, unless a barrier is provided that prevents vehicles from backing directly into the bus loading area.
2. Parent drop off area is adjacent to school entrance and separate from bus area and parking.
3. Vehicle traffic pattern does not interfere with foot traffic patterns. Foot traffic does not have to pass through entrance driveways to enter school.
4. Parking stalls are not located so vehicles must back into bus or loading areas. Island fencing or curbs are used to separate parking areas from loading areas.
5. Bus drop off for exceptional education students may be in the same location as for regular education students or in a separate area closer to special education rooms.

- *Street access:* Access to the site should be safe and visible .The turn in and out condition should be safe to drivers and pedestrians. Clear lines of site onto the roadways are imperative. A thorough study of the issue should be conducted in the design phase.
- *Traffic Volume:* Due to the large number of students driven to school, traffic volume is a large concern. Care should be given to the queuing of car traffic. Traffic should be safely contained on site and not backing up into adjoining streets. Double-lane drop offs

[6] http://www.MIdot.gov/safety/safe_routes/faqs.htm

are discouraged if possible. A pull-out lane is needed to allow traffic to navigate around a disabled vehicle. Students should always be dropped off on the vehicle's right side, directly onto the sidewalk or plaza adjoining the school.



The above figure[7] shows one way to provide separate loading area for buses. The larger loading area should usually be reserved for the student loading area to be used by parents. Also if the loading area used by parents were to be fully occupied, additional vehicles in the queue could back up along the curb on the street. The one-way counterclockwise pattern is used in both zones.

- *Access to rooftops, mechanical:* Should be from within the building.
- *Walking Paths:* Should be covered if possible and contiguous from building to building.
- *Window Projections and Door swings:* Should not project into the path of travel.
- *Tornadoes and Areas of Refuge[8]:* In buildings hit by tornadoes, the threat to life is due to a combination of effects that occur at almost the same time.

  - **Wind speeds** are so great that designing for these is beyond the scope of the building codes and engineering standards. Heavy building materials (reinforced masonry or concrete) that are well-tied together often survive extreme winds. Lightweight roofing and siding materials such as gravel, insulation, shingles, roofing membranes, and brick veneer can also be a problem.
  - **Atmospheric pressure changes** within a building are usually equalized through air leakage through building component connections and/or window breakage. During a tornado, doors and windows should remain closed on all sides in order to minimize the entry of wind into the building.

[7] Arizona Dept of Transportation. Traffic Safety for School Areas Guidelines 2006, p. 18.
[8] FEMA Library. http://www.fema.gov/library/viewRecord.do?id=1563

- **Debris** can become missiles in a tornado. Large heavy objects have been known to be moved great distances. Safe and refuge areas should provide protection overhead as well as on the sides.
- **Areas of Refuge** must be large enough for all occupants who may be in the building when a tornado strikes.
    - Plan for an average 5 SF per person and 10 SF per wheelchair user
    - Lower floors are the safer than upper floors, belowground space is the safest
    - Interior partitions that are massive and fit tightly to the roof are best
    - Short spans on the roof or floor are more likely to remain intact
    - Buildings with rigid frames usually remain intact
    - Poured-in-place reinforced concrete, fully grouted and reinforced masonry, and rigidly connected steel frames are usually most durable during a tornado.
- **Areas to avoid for tornado areas of refuge** (if required) are:
    - Areas with long span roofs (gyms, auditoriums, music and multipurpose rooms);
    - Areas with lightweight roofs (e.g., steel deck, gypsum, lightweight insulating concrete, cement wood fiber, wood plank, and plywood) which tend to be lifted and partially carried away by wind;
    - Areas with heavier roofs (e.g., precast concrete planks, channels, and tees);
    - Areas with a large amount of windows (laminate glass may be safest);
    - Unprotected corridors (which may become wind tunnels);
    - Areas with load bearing walls (may collapse and fall on occupants);
    - Areas with masonry construction that is not vertically reinforced.

Security

Planning is based on the premise that this will be a closed campus. The campus must be safe and secure, keeping in mind that the school is an environment for education and not a ‘prison” there must be a balance in the degree that a campus is made secure and by what means it is considered secure. Security cameras as well as security personnel should be incorporated into the school environment in ways that are not threatening or offensive, but leave the school environment with a sense of freedom and relaxed openness.

All buildings including portables should have alarm system for security access in corridors, entries, and academic zones of the school. This way the police can follow the alarm sequence on a computer floor plan from the central office.

The buildings should be designed to keep in mind current and acceptable methods of providing security to students and staff from within the school as well as from the outside taking into consideration the various forms of security problems schools are facing at this point in time.

The building should be designed to follow *Crime Prevention through Environmental Design* principles. These include:

- *Natural Surveillance.* The design concept is directed primarily at keeping intruders easily observable. This concept is promoted by features that maximize visibility of people, parking areas and building entrances: doors and windows overlooking streets and parking areas; pedestrian-friendly walkways; front porches; and adequate nighttime lighting.

- *Territorial Reinforcement.* Physical design can create or extend a sphere of influence. Users then develop a sense of territorial control while potential offenders, perceiving this control, are discouraged. Territorial reinforcement is promoted by features that define property lines and distinguish private spaces from public spaces using landscape plantings, pavement designs, gateway treatments, and "CPTED" fences.

- *Natural Access Control.* This design concept is directed primarily at decreasing crime opportunity by denying access to crime targets and creating a perception of risk to offenders. Control gained by designing streets, sidewalks, building entrances and walks to divert traffic to supervised areas.

Signage

"Wayfinding" is a top priority for the campus. Poor configuration, location of elements, and lack of signage can be a problem for visitors and new students. Recommend creating a clear and easily decipherable set of visual cues including clustering similar functions, clear and easy to find pathways, and visible marquee signage from street and on campus. The use of color and texture within the school may help non-English speaking students find their way independently.

Energy Considerations

Planning for energy and resource conservation is a top priority at WBSD. The district integrates recycling, water conservation and energy conservation into each project. The following guidelines should be followed as budget appropriate and with district approval:

- *Recycling.* Recycling containers should be provided as well as trash containers at various locations throughout the school. Permanent recycling structures (i.e., dumpsters) should be located for ease of custodial use.

- *Water conservation.* Waterless urinals, reclaimed water (condensate water), water harvesting and reuse of gray water are concepts the district will consider, discuss these with the facilities department.

- *Energy conservation.* Lighting controls for occupied spaces, T-8 light fixtures (T-5 or LED if possible), daylighting, appropriate siting of buildings for solar heat gain, shading

devices to lower heat gain, and solar panels should all be considered in the design process.

Site Considerations

Landscaping

WBSD campuses need to be attractive, inviting and easily maintained. Shade is encouraged but should be designed for maximum efficiency.

- ***Selection and Location of Plant Materials:*** Plants on campuses should be native and low water-using, irrigated by drip systems. Retention areas should not be designed as to be very deep (should not require fencing). Trees should be located to provide maximum shade and should be long-lived and native. Trees must be topped or trimmed so as to minimize the hazard of uprooting during storms; additionally lower limbs should be trimmed to a height of six feet. A suggested planting list should be obtained from WBSD.

Parking and Traffic Separation

Traffic flow pattern creates risk and requires risk management, which involves facility management and transportation programs. All communities within the school will work collaboratively to assure that there is a safe loading and unloading of the students. Parking should meet code requirements, state standards, and site restrictions.

Specific design points that should be considered include (as stated above, under Building Systems):

- Bus loading and unloading zone should be separate from other parking or other traffic flow patterns, including pedestrian. People should not be forced to walk around the buses. The loading zone must be designed without requiring individuals to cross over in front of buses. Buses are on a tight time schedule and require a separate entrance/exit from other traffic. Also note that buses are operating when delivery trucks are operating, so they should not share the same entrance.
- Buses should not be adjacent to staff parking or other parking where individuals are trying to beat the buses out. Buses have large blind spots and can backup on students.
- A fenced barrier with walk through ports may be used to deter students from walking out in front of the buses until the buses have stopped and shut down their engines. An opening in the fence should be provided for each bus.
- A single bus queuing line is preferable, with boarding on the right side of the bus. Double lines create a hazard with students walking in front of the buses. If a single line cannot be created, the school may use angled (drive through) parking, where the bus can then proceed forward. Buses should never have to back up. Avoid any double parked bus arrangement.

- The bus loading zone must be clearly marked, with signs (in white or yellow), curb painted in yellow. It should be obvious that the bus lane is not for car pool.
- Bus loading zones should not intrude on fire lanes. When buses are in the fire lane, the driver cannot leave the bus.
- The bus loading zone should be capable of accommodating growth and sidewalks in the loading zone must be a minimum of 10 feet in width.
- The buses need a separate exit from the car lanes, parent and visitor.
- A single line should be 12 feet wide, with 40 feet of length for each bus (buses are 34-36 feet long).
- If a bus breaks down, the single file arrangement must have pullout lanes to allow buses to by-pass a bus with mechanical problems. There should be pull-off at the end for buses with problems that need to be addressed before they get on the road.
- Bus turning radii' are 42 ft outside radius and 24 ft inside radius.
- Each bus accommodates 54 middle school students, for a middle school, anticipate approximately 60 students per bus. For number of anticipated buses, please contact the district transportation department as each school will have a different walker to rider ratio.

Special Needs Education Transportation

Transportation supports the special needs education students, and may have a separate drop off and bus service. Transportation for students who are disabled, in wheel chairs, or vision impaired, need to have their bus transportation close to the building for ease of getting to the loading zone and on the buses. A dedicated spot for special needs buses may be provided or scheduling may have these buses load prior to the regular buses. If a dedicated area is provided, it should be accessible from the special needs education areas. Special needs busing will need sloped curb cuts.

Playfields/ Outdoor Areas

The following fields are anticipated (not all are required to be on the same site if an adjoining city park, or high school, etc. is available):

- Multipurpose Recreation Field
- Outdoor Basketball Courts
- Hard Surface Play Areas
- Turf Areas (may be located on an adjoining park)
- Social Porches
- Outdoor Learning Areas
- Eco-Activity Areas

3.0 Activity Area Requirements

Activity area requirements describe the function of each area. These requirements provide guidance to the design team as the basis for detailed design of each space.

3.0 Activity Area Requirements

Introduction

The planning for a new WBSD Middle School involved working with key individuals regarding the program functions, descriptions and long-term goals in a large group meeting. These functions included:

- Administration
- Technology
- Food Service
- Teachers
- Special Needs
- Maintenance Janitorial/ Operations
- Transportation
- Food Service and Dining
- Physical Education
- Media Center
- Students
- Parents
- Community Members

The following activity area requirements shall provide guidance and background to the design team as the basis for the requirements found in Appendix A (Room Criteria) of this document.

Leadership Team Areas

The leadership team facilitates the effective operation of the existing on-campus administrative functions including:

- Administration
- Staff/ Teacher
- Health
- Administrative Support

Administration Areas consist of principal's and assistant principal's offices, waiting and reception, conference room, and counselor's offices.

Staff/Teacher Areas consist of professional development/staff resource/break, open office (itinerant), and mail/workroom/fax areas.

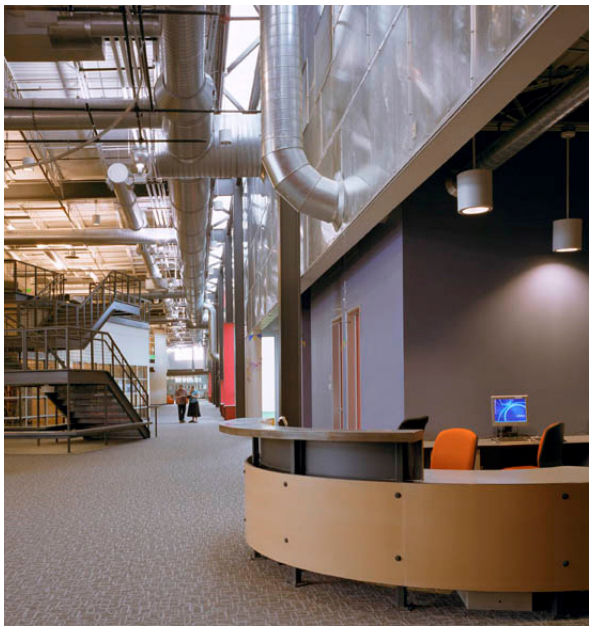
Health Area consist of a health/ cot area, and storage for health supplies. The staff needs privacy for the students to communicate unique health issues, such as religious issues, to the staff as well as parents.

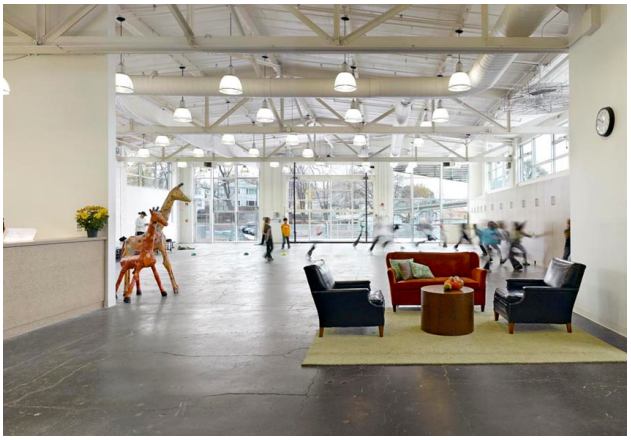
The student health/cot area should be located near administration and where students can have discrete access without going through other functional areas. The health area should be accessible to the common circulation but be near the office for pick-up of sick students. The student health area should be near to exterior access for emergency transport of student requiring emergency medical services.

Functional needs:

- One cot per 400 students, 3 cots needed – with privacy curtains
- Secure cabinets for medical storage
- Small refrigerator with freezer for medicine/ice storage, lockable
- Window or view into cot areas from reception
- Hand washing sink
- Direct access to a restroom/shower/changing table dedicated to cot area

Example Administration Areas - Variety of Styles





Example Administration Areas - Variety of Styles

Blended Entry/Meeting Areas – Informal Meeting and Breakout

Healthy Lifestyles

Eating times should be a pleasant experience for students, and a time for students to learn about healthy lifestyle choices. Care should be taken with textures, lighting, natural light and dining configuration to produce a civil and sociable dining experience. The school dining area should be designed to facilitate a learning experience for students in socialization, sharing and basic manners. As the dining area will also be used for performance, care should be taken to address any acoustic issues with dampening panels, etc. If possible, include a ceiling projection system (at a minimum provide ceiling conduit and power) and projection screen or LED Panels in the dining area.

WBSD Middle School will endeavor to model life-long nutritional habits by incorporating more produce and healthy food choices into student lunches. Use of fresh produce will be encouraged.

An outdoor food garden and food terrace social porch may adjoin the dining/ food areas. These areas will allow teachers and students to grow and utilize produce in snacks and meals. The food terrace should be an area of choice during eating times and should adjoin the main dining.

Example Student Serving Tables with Fresh Choices

Example Blended Dining/Serving Areas

Example "Audi-teria" with Varied Seating Levels

Food service includes a full preparation kitchen, serving and dining areas. The kitchen will serve approximately 900+ meals per day (including breakfast, lunch and possibly a snack). The kitchen should be supplied with plenty of power, water (three-compartment deep sink), floor drains, refrigerator, a microwave, commercial dishwasher, and commercial stove with proper ventilation and storage. The school is expected to utilize three lunch periods to serve lunch.

The kitchen area will also contain the following:

- Receiving and storage of supplies;
- Food preparation, warming area and equipment;
- Hand washing sinks;
- Typical walk-in freezer;
- Shelving within lockable cabinets.
- Reach-in refrigerator.

Streamlining service, providing healthy food choices, attractive food display and high food quality will be the goal of the food service program. The focus is to attract students to eat balanced healthy food from food service.

Learning Communities

Learning communities will contain 14 learning lab areas per grouping. The communities should be grouped for 6th and 7/8th grade level students in order to allow peer learning within appropriate developmental ranges. Each community will be designed to flow around a community collaboration area appropriate to the developmental stage. Each community will be equipped with storage, restrooms and support.

Students may, at some point, be non-grade level, meaning that students will be able to learn according to academic progress rather than grade level designation. Each student may pursue a personal academic plan according to need. As such, learning labs should be closely grouped in order to facilitate cross-level movement. Each community should be designed to function in a collaborative learning environment around the community areas (breakout, small group, resource and near an outdoor learning area.)

Each community is comprised of approximately 400 students and may be subdivided to groupings of 200. Each sub-community will be provided access to a community collaboration area, to facilitate small group and individual learning; this should be combined with circulation to the learning labs to create a large project work area for all learning labs in the communities. Additionally, the communities will utilize shared fabrication/ maker/ STEAM areas for hands-on projects. It should be noted that the free-flow of students into collaborative areas is imperative.

Community restrooms should serve each community and operate as a family restroom that is small but easily accessible to the learning labs and collaborative areas.

Transparency is mandatory from the learning lab areas to the community breakout areas. Community breakout areas will not be utilized properly if the teacher cannot supervise all students working in different areas. Careful design of sight lines is requested. Transparency may be provided with large window, roll-up glass doors, double doors with glass, etc. *The designer should endeavor to utilize roll-up or full glass panels that can be opened into this area- free flowing activity is key.* Walls with small window openings do not encourage collaboration. Storage areas such as project and technology storage indicated on the space plan may be created with movable cabinetry in order to allow more flexibility in the area setup.

Example Collaborative Learning Area with Flexible/Adaptable Furnishings

Example Small Group Co-Work Area

Example Learning Lab with Transparency and Connection to Collaboration

Example Learning Lab with Access to Small Group Breakout

Community Collaboration should be designed to be properly sized (at least 2,000 NSF, not including circulation – which should be added to this number), flexible, well-lit, and have the ability to serve multiple learning activities and grade levels. These team areas will be utilized for group projects, individual and small group breakout, informal study and presentations. Staff has cited the desire to have the ability to mix developmental levels in the future; however, the school should be designed to accommodate other groupings such as grade level, multi-grade level and thematic. Way-finding is important for incoming 6th grade students. Attention should be paid to color, texture and theme so as to make each team area individually identifiable. Key characteristics desired are:

- Community Collaboration Areas large enough for up to 120 students (including circulation);
  - Furniture appropriate and flexible; needs adjustability for a range of students' study styles (soft/informal, formal, stools, stand up, floor desks, etc.)
  - Project benches that are movable
  - Flexible and movable overhead power
  - Access to sinks/water
  - Flooring that is durable such as sealed concrete
  - Presentation walls or areas (may have projection screen, LED panels, or projection boards)
  - Appropriate lighting/ daylighting; lighting zoned and adjustable
  - Appropriate ventilation/ HVAC
  - Appropriate computer access (robust wireless + laptops or tablets, etc.)
  - Appropriate and movable storage area; cabinetry

- Possible teacher tools to include
  - LED Panels with wireless projection capability
  - Large Projection Panels or Board,
  - White Boards and Pin Board Space,
  - Phone access,
  - Audio enhancement with Student microphones

Example Learning Lab/ Collaboration Space

Example Community Collaboration for Middle Levels

Fabrication/Maker Area/STEAM area is a multi-purpose, hands-on lab area integrating science, technology, engineering and math in projects. Students will utilize this area to create multiple projects. Activities will be wet, dry, long and short term – all technology infused. This area should be closely related, if not adjacent, to common collaboration areas. It is intended to be used as needed and not as a "whole classroom" activity.

Example Fabrication/Maker/STEAM with drop down power

Example Fabrication/Maker/STEAM

Special Education at the school includes all core subjects for students with identified learning needs who require specialized instruction. Of the total student population, approximately 10% may receive special education services at any given time. In compliance with state guidelines, each special education student will have an individual education plan (IEP), which is updated once a year. This involves a student – teacher assessment session.

Special education students must be given the least restrictive environment for the individual education programs. Such students need to be integrated with the rest of the students to the greatest extent possible. Special education learning labs must not be segregated from other learning labs on site. Program areas are:

- Resource Level Students; for students that require supplementary instruction but not segregated care,
- Self-Contained Students; for students that require most if not all of their instruction in a contained environment (autism, mental retardation, severe physical limitations.)

Functional needs of the programs:

- Resource Level Activities – Should be integrated into the team configuration and serve as a pullout space for supplementary group instruction (the flex area may be used)
  - Resource areas for reading, math
  - Tutorials and directed studies
- Self-Contained or Severe Needs Rooms – Should be integrated into the team configuration but be afforded a comfortable learning lab environment that supports their needs both physically and emotionally

- Areas for instruction
- Areas for physical and occupational therapy
- Tutorials and directed studies

Social Porches, Outdoor Learning Areas, Eco-Activity Areas Social porches are covered patios which are adjacent to exterior areas (outdoor learning, discovery or eco-activity areas) and learning communities. Students will be offered opportunities to work outside with wet or messy projects, or utilize the outdoors for small group activities. Social porches must have full visibility to learning communities; without supervision, teachers will not be able to send learners out to work independently.

Additionally, one to two eco-activity areas should be created within the campus to support a variety of possible school and/or team uses such as:

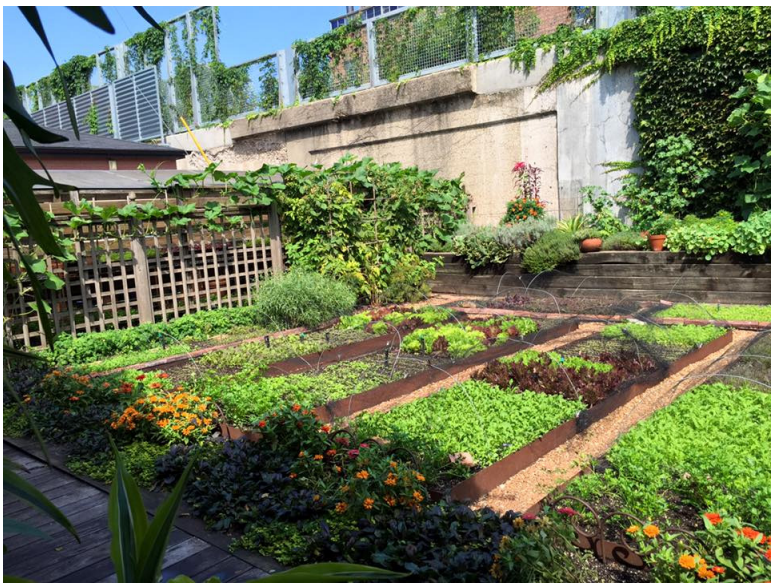
- A team garden
- Tortoise or other species native habitat
- A rainfall collection area or wetland

An eco-activity area (if provided) should be supplied with water (grey water or irrigation), power, and rainfall harvesting capability. The school team will work with designers for the exact location on site, although it is recommended that the eco-activity areas be prominently displayed for team and near the healthy lifestyles kitchen/dinging/café for possible instruction and use of plants such as herbs.

Example Outdoor Learning Areas with Natural Materials

Example Outdoor Learning Areas with Natural Materials

Example Eco-Activity Areas- Gardens



Example Eco-Activity Areas- Gardens

Example Eco-Activity Area – Tortoise Habitat

Example Wall Eco Garden

Physical Activity

Physical Activity Areas. WBSD provides physical education to all students. Class size is an average of 25-30 students per class. Basic physical education classes are provided to all students. These classes may include movement, music and game activities. Structured team activities are volleyball, basketball, softball, soccer, and fitness trails.

The campus will utilize a variety of outdoor amenities for physical fitness including:

- Playground Area (shaded)
- Court Areas
- Basketball courts (may be covered, if covered this should extend 12' past court)
- Hard Surface Play Areas including area for
    - Four-Square
    - Volleyball
    - Tetherball
    - Hopscotch
- Multipurpose Turf/Trail Areas for soccer, free play, organized games
- Natural Trails and Areas should be integrated into the natural areas of this site and serve to connect walker/bikers as well as community to the site.

Natural Trails Enhance Physical Fitness Programs

An Outdoor Covered Physical Activity Area is recommended to be included at the school. The area will be utilized for outdoor games and play. Basketball, tetherball, four-square, hop-scotch and other games will be played under a covered, lighted canopy.

Outdoor Covered PA Area

Performing/ Visual Arts

The Performing/ Visual Arts programs at the school will include music, art and performing arts programs.

Student artwork should be prominent and displayed throughout the campus. Areas within the landscape, hallway niches, wall areas, and sculpture stands should be richly provided within the school.

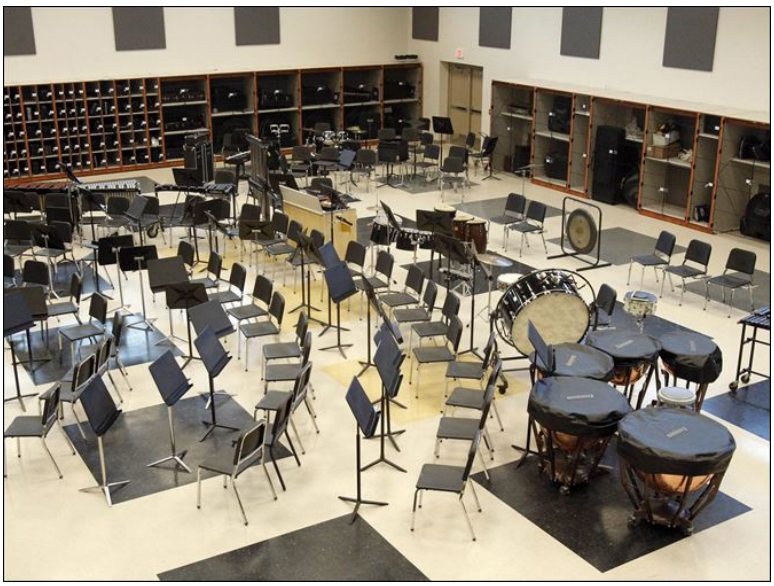
Performing/ Visual Arts programs may include:

- Visual Arts: painting, sculpture, crafts, etc.
- Music; instrumental, orchestra, voice
- Theater Arts: drama
- Dance/ Movement/ Yoga/ Meditation

Performing/ Visual Arts rooms are needed for the fine arts program with ample ventilation, appropriate lighting and daylighting, appropriate acoustics, high ceiling for art and performance activities.

Example Art Room

Music will be offered at the school. The music areas (band, orchestra, choral) should be (ideally) located adjacent to the performance platform to facilitate ease of back-stage access during performances.



Example Music Room with Storage

Example Black Box Theater

Support

The support areas included are designed to support other functions on campus and consist of maintenance, receiving, storage, circulation, and restroom areas. The areas should be convenient to maintenance staff's ease of use. The areas should not be located in entry or highly public areas.

Components Included

- Receiving (for bulk supplies and equipment)
- Circulation
- IDF/MDF technology rooms
- Staff Restrooms
- Various Storage Areas, Internal and External
- Custodial Rooms
- Distributed Electrical/ Mechanical Rooms, Electrical Rooms (with no storage possible)

4.0 Summary of Area Relationships

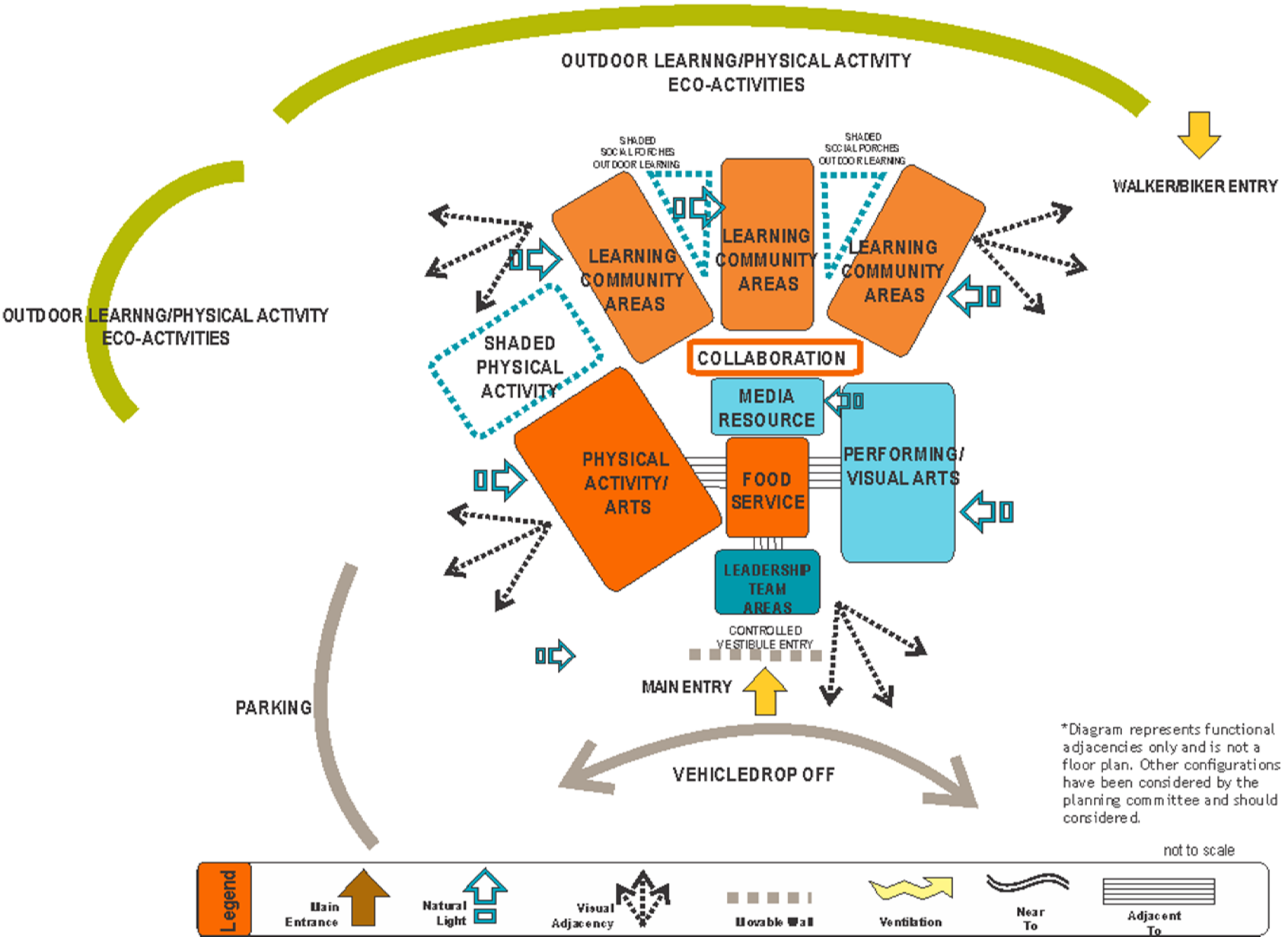
Area relationships represent functional adjacencies and are intended to guide the design team as they create the plans for each area.

4.0 Summary of Area Relationships

Introduction

Diagrams presented on the following pages represent area relationships. The diagrams represent the desired functional adjacencies of one area to another but should not be misconstrued as site or floor plans. The diagrams are intended to describe functional adjacencies to the design team. In some cases, more than one arrangement is shown as acceptable.

SITE FUNCTIONAL RELATIONSHIPS



LEADERSHIP TEAM AREAS
FUNCTIONAL RELATIONSHIPS

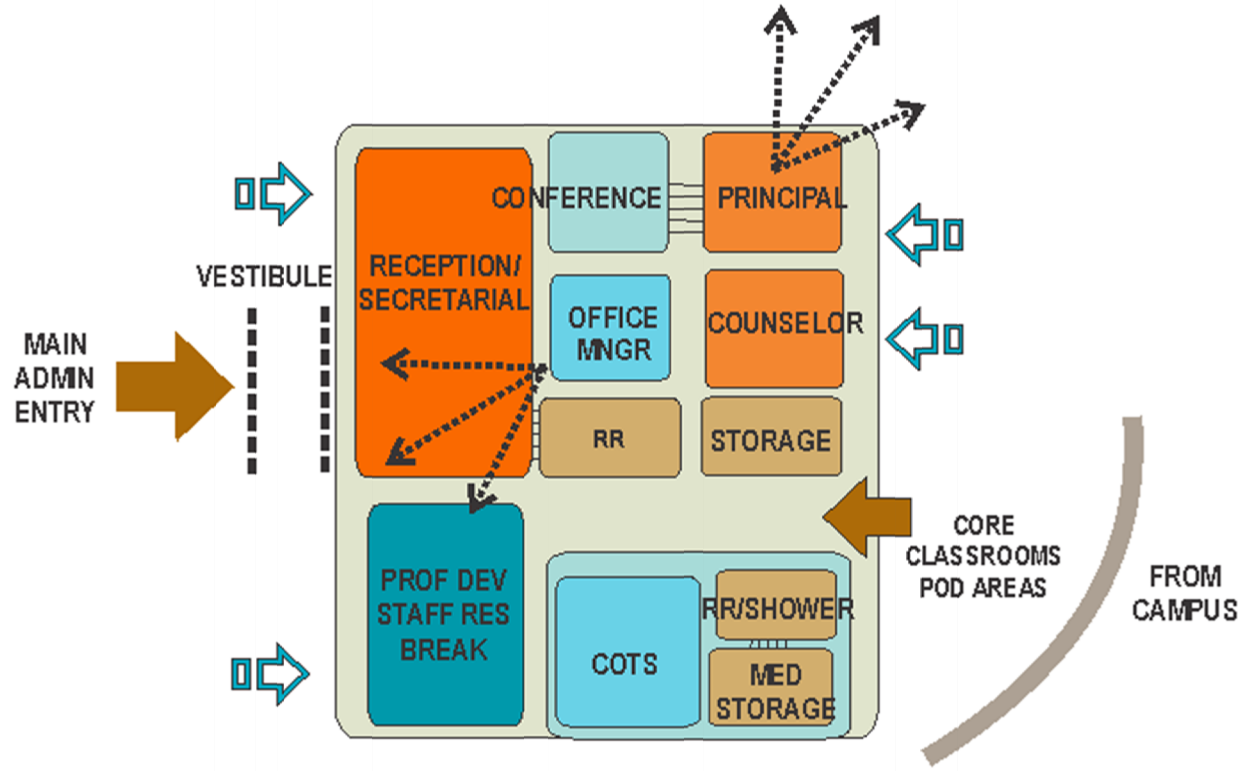
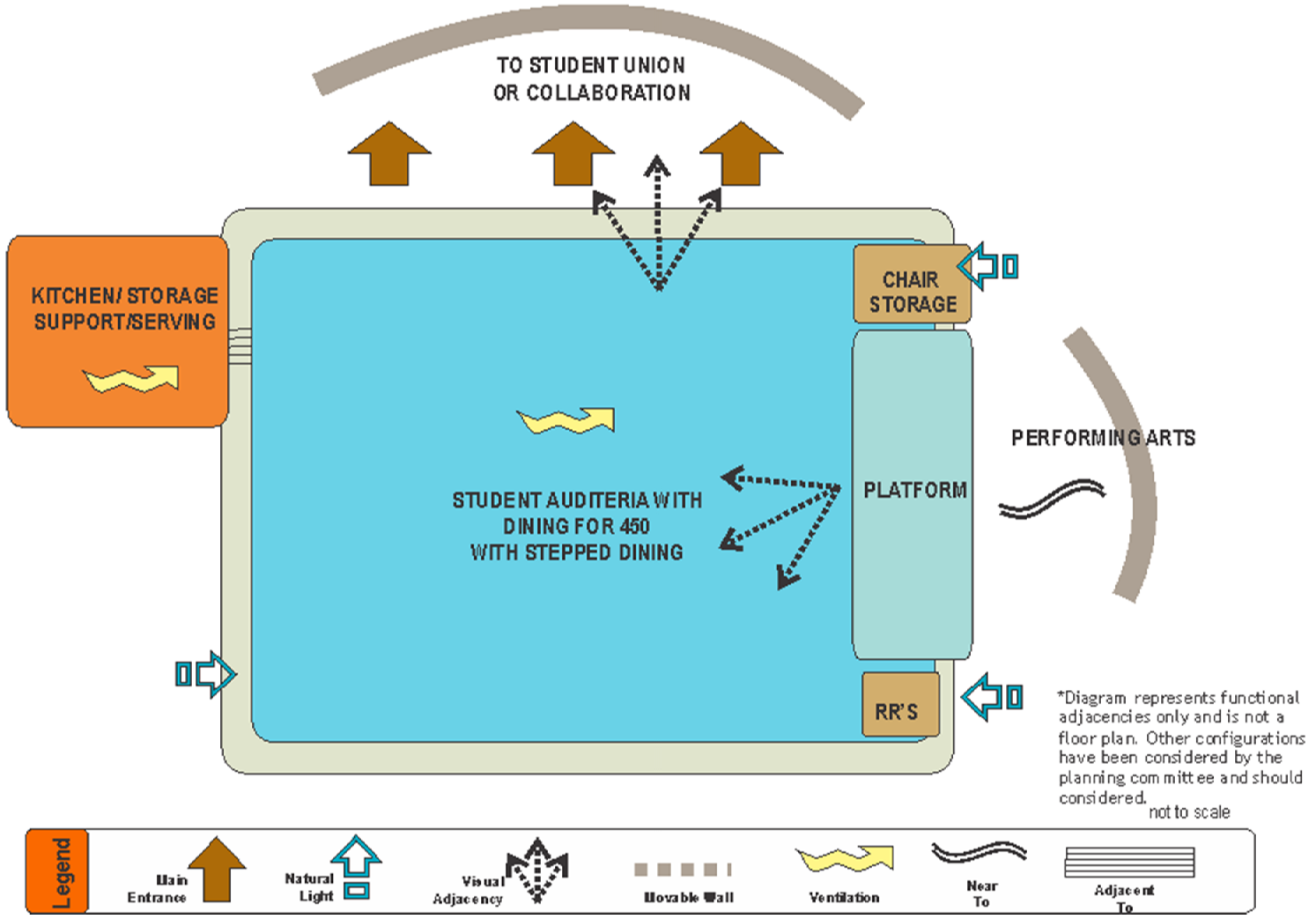


*Diagram represents functional adjacencies only and is not a floor plan. Other configurations have been considered by the planning committee and should considered.

not to scale

HEALTHY LIFESTYLES FUNCTIONAL RELATIONSHIPS



PHYSICAL ACTIVITY FUNCTIONAL RELATIONSHIPS

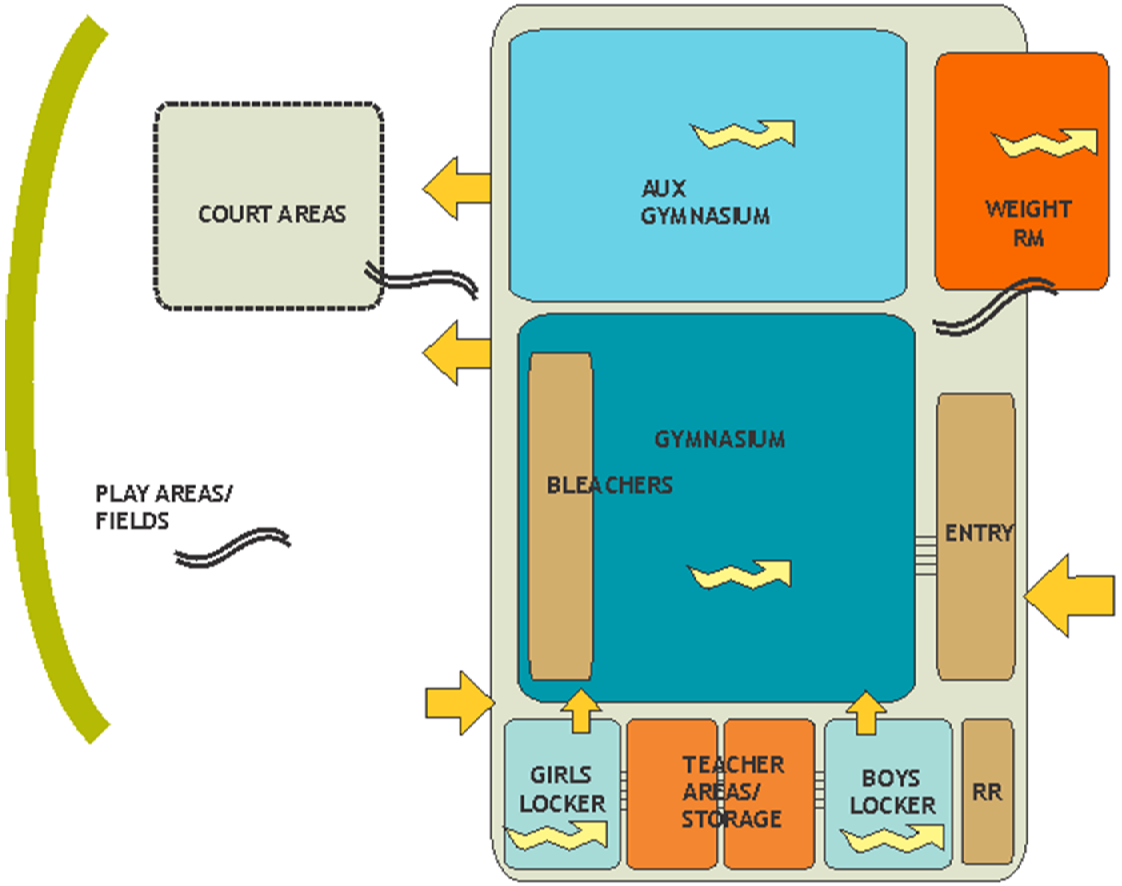
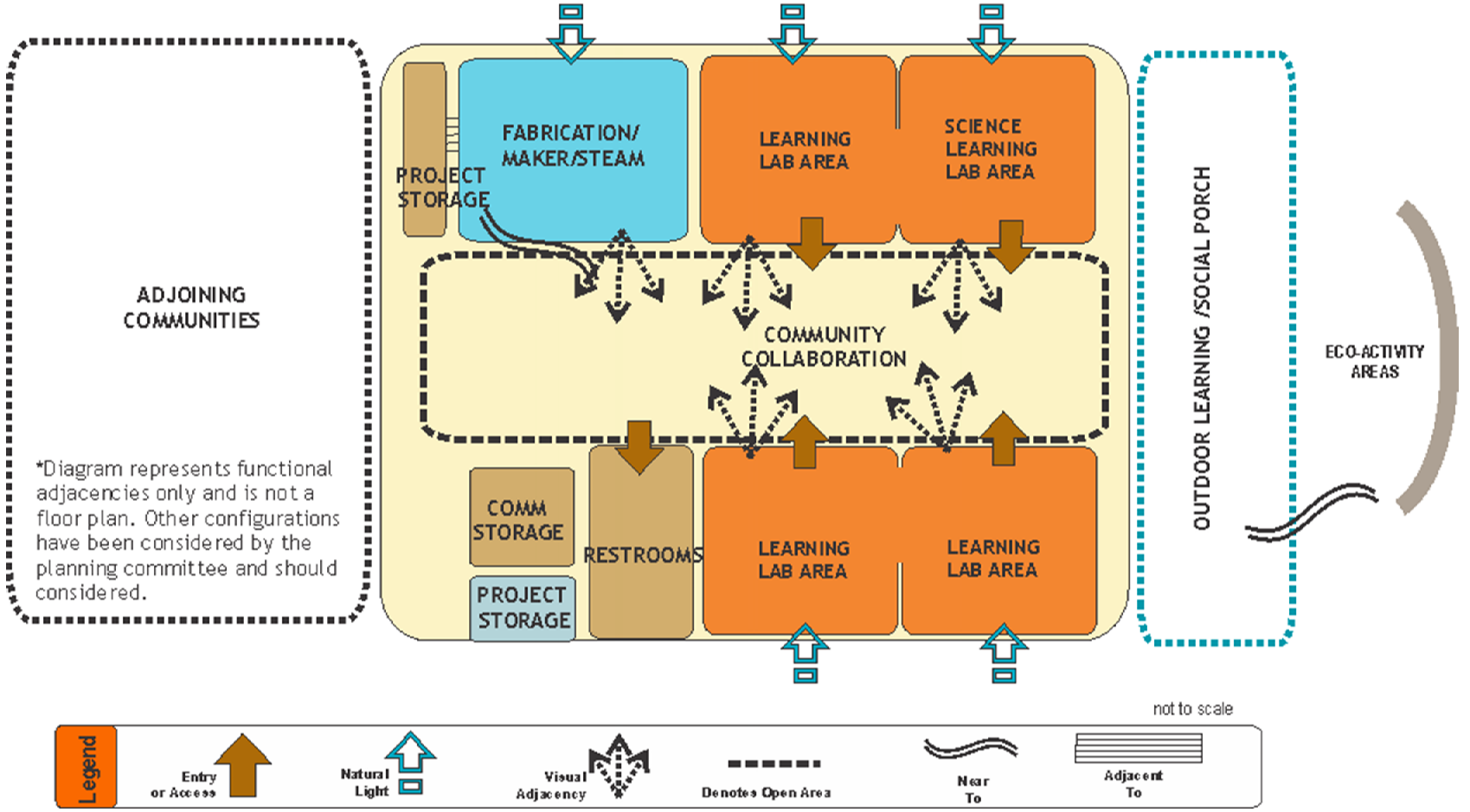
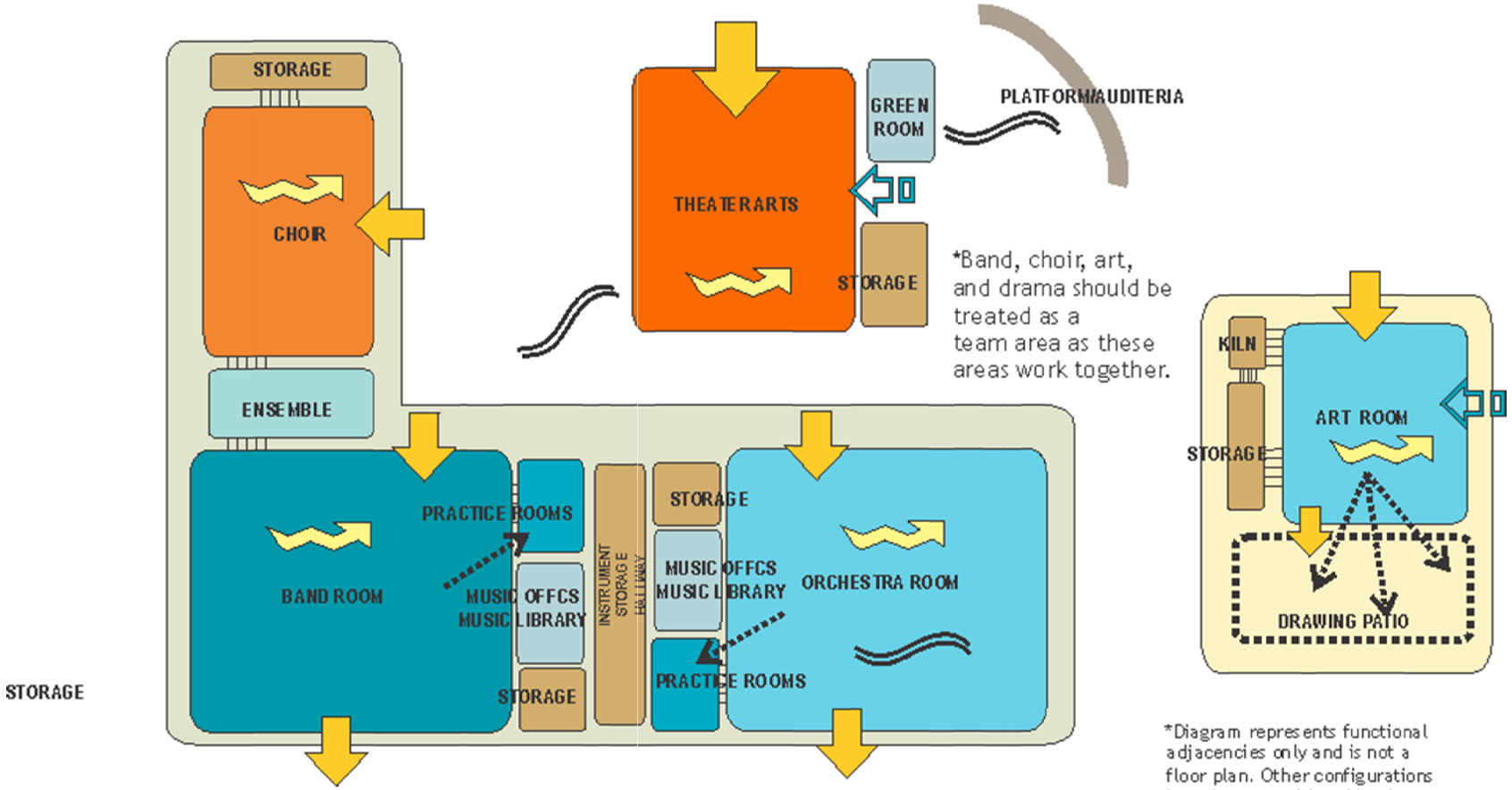


*Diagram represents functional adjacencies only and is not a floor plan. Other configurations have been considered by the planning committee and should considered.

LEARNING COMMUNITIES
FUNCTIONAL RELATIONSHIPS



PERFORMING/ VISUAL ARTS FUNCTIONAL RELATIONSHIPS



MEDIA AND TECHNOLOGY RESOURCES FUNCTIONAL RELATIONSHIPS

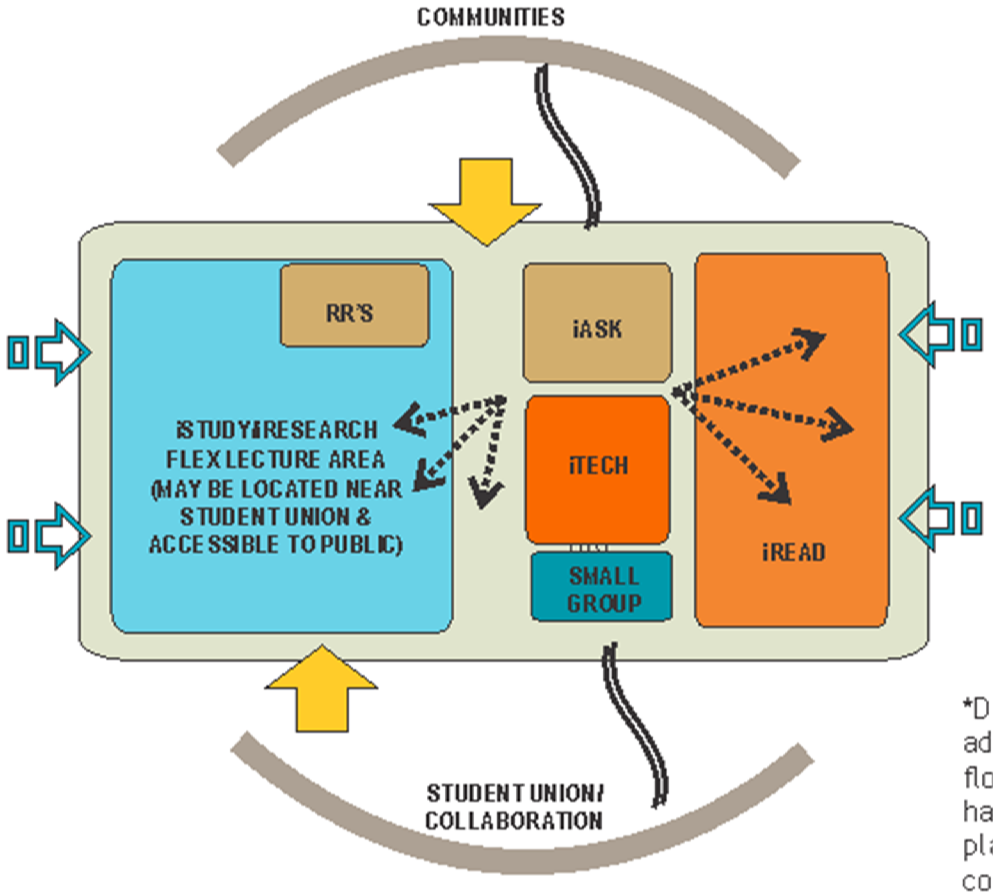


*Diagram represents functional adjacencies only and is not a floor plan. Other configurations have been considered by the planning committee and should considered.

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5.0 Space Program

The space program provides the summary and detailed listing of spaces required for middle schools.

5.0 Space Program

Introduction

This section provides the summary and detailed listing of spaces required for a new West Bloomfield SD Middle School. This program was based on Educational Specifications Committee meetings and interviews conducted with staff, students, parents, and support personnel in 2018. This space program incorporates information obtained during these sessions.

The space program detailed in this section represents a 1,200 student school scenario. Room Design Criteria found in Appendix A apply to this configuration and other, smaller enrollments. Functional adjacencies remain the same whether the school is 1,400 students or less.

Information for the space program contained in this section includes the following:

- A summary of the total area required in the facility;
- Calculations of the number of key spaces driven by the curriculum load of the facility;
- Detailed space list identifying the size and quantity of each individual space.

Program Structure

This space program has been structured to create academic grade-level teams or clusters with area-type clusters to be collocated on campus. The clusters include:

- Leadership Team Functions, containing space for collocation of administrative functions including counseling, attendance and records, and technology.
- Healthy Lifestyles Functions, for kitchen, dining/ student union, stage/platform, learning stairs, drinking fountains, restrooms and exterior play areas and courts.
- Learning Community Areas, for 6th – 8th grades, including learning lab areas, science learning areas, fabrication/maker space/ STEAM areas, collaboration areas, and CTE Project Lead the Way areas.
- Physical Activity Areas, containing areas for a gymnasium, an auxiliary gymnasium, exterior play areas and courts.
- Performing/ Visual Arts Areas, including band, choral, theater, dance and visual art rooms and areas and a platform/ stage adjoining the dining area.
- Media Resource Center including social porch or learning stairs, books areas, large group lecture/flex area, video production/ virtual reality and small group rooms.
- Support Areas

Definitions and Space Calculations

The space program is presented in table form, with each column providing different information. The first columns identify the space, both in title and with an alpha-numeric designation system. The next columns identify the quantity and individual size for each space and the summary totals. Note that some areas are listed as gross square feet (includes walls, circulation, mechanical, etc.) and some columns are listed as net square feet (does not include circulation) and circulation is added at the end of the table.

Specific nomenclature used by this space program includes the following:

- Number of Spaces: This column provides the number of functional spaces required for that space type.

- Area Required per Space: unit of area expressed in square feet specifically dedicated to the functions and activities within the interior of the space. The assignable square feet relates to the unit area allowed within state planning standards, or the planning standard area per student times the student capacity of the room.

- Net Area Sub-Total: The total net assignable square feet contained in all the rooms for that space line item. It is the product of the number of spaces times the net assignable square feet per space. Columns and minor chases may fall within the net assignable floor area.

- Gross Area Sub-Total: The line item includes all mechanical, electrical, and circulation.

- Gross Assignable: The total constructed area of the department.

- TARE Factor Efficiency: A planning ratio that expresses the amount of area required above the net assignable square feet of functional spaces. The area above the net assignable square feet is referred to as TARE. The TARE includes wall thicknesses, circulation, planning inefficiency, building exterior skin, physical plant spaces, and student activity/commons not related to dining and any other non-dedicated enclosed space. The effective efficiency suggested in this program is generally 70-75% including joint-use areas in each team area which may double as circulation to the classrooms. Any additional spaces such as commons or lobbies for different spaces must be created using space allocated in the circulation planning factors.

Space Summary

General observations concerning the program include the following:

- The Square Footages utilized in this program meet the minimum statutory requirements,
- Total GSF of this program is calculated at approximately 180,349 GSF,
- Total capacity of this middle school will be approximately 1,260 students at 85% efficiency (normal operating capacity),
- Square footage per student at 1,200 students is 143 SF/Student;
- The WBSD 1,200 student middle school will provide 51 teaching stations and accommodate 1,260 students at normal operating capacity.

Summary of Totals

West Bloomfield School District - Middle Schools

Facility Program Space Needs **1200 Students**

TOTALS PER PROGRAM

	AREA DESCRIPTION	NSF	Total GSF	# TS	Functional Capacity @ 85%	NOTES
1.0	LEADERSHIP TEAM AREAS	4,810	6,951			
2.0	HEALTHY LIFESTYLES	10,900	13,591			
3.0	COMMUNITIES	67,750	95,746	51	1,260	
4.0	PHYSICAL ACTIVITY AREAS	28,300	33,610			
5.0	PERFORMING/VISUAL ARTS	16,490	22,224			
6.0	MEDIA AND TECHNOLOGY RESOURCES	4,190	5,372			
7.0	SUPPORT	2,570	2,856			
	TOTALS PER PROGRAM	**130,200**	**180,349**	**51**	**1,260**	

Detailed Space Listing

The tables on the following pages provide a detailed listing of the individual spaces required for WBSD1,260 student middle schools.

1.0 LEADERSHIP TEAM AREAS

	SPACE DESCRIPTION	Required: # of Spaces	Required: Area Reqd/ Space	Required: Net Area Sub-Total	Capacity: # TS	Capacity: Ave # Stud	Capacity: Student Capacity/ 100%	NOTES
1.01	**Administration**							
.01	Secure Vestibule/Waiting	1	500	500				Subdivide
.02	Reception/ Secretarial	1	250	250				
.03	Principal	1	180	180				
.04	Principal Secy	1	125	125				
.05	Conference Room	1	240	240				
1.02	**Learning Communities Leadership**							
.01	Assistant Principal	2	160	320				
.02	Counselors Office	3	120	360				
.03	AP/Counselor Sec/ Reception	1	150	150				
.04	Conference Room	2	100	200				
.05	Records	1	125	125				
1.03	**Student Services**							
.01	Registrar	1	120	120				
.02	Attendance	2	100	200				
.03	Vault (Records)	1	75	75				
1.04	**Staff Support**							
.01	Professional Dev/ Staff Resource/ Break	1	500	500				
.02	Open Office Itinerant	3	75	225				
.03	Mail/ Work Room/Fax	1	500	500				
1.05	**Health**							
.01	Cot Area and RR	1	200	200				3 cots
1.06	**Admin Support**							
.01	Supplies	1	100	100				
.02	Administrative File Storage	1	90	90				
.03	Coat Room	1	100	100				
.04	Public Restrooms	2	125	250				
	Net Assignable	**27**		**4,810**				
	Mechanical 2.8%	-	-	195				
	Walls, structure 8.0%	-	-	556				
	Circulation 20.0%	-	-	1390				
	Subtotals 30.8%			**2,141**				
1.0	**GROSS ASSIGNABLE LEADERSHIP TEAM AREAS**			**6,951**				

2.0 HEALTHY LIFESTYLES

	SPACE DESCRIPTION	Required # of Spaces	Required Area Reqd/ Space	Required Net Area Sub-Total	Capacity # TS	Capacity Ave # Stud	Capacity Student Capacity/ 100%	NOTES
2.01 Foods								
.01	Kitchen/Storage/Support/ Serving	1	3,200	3200				
2.02 Social Dining								
.01	Dining for 450	1	4,500	4500				
.02	Table/Chair Storage	1	200	200				
.03	Stage/ Platform	1	2,000	2000				
.04	Stage Storage	1	500	500				
.05	Restrooms	2	250	500				
2.03 Outdoor Learning Labs								
.01	Outdoor Food Garden	1	1,000					
.02	Food Terrace and Social Porch	1	2,000					
	Net Assignable			**10,900**				
	Mechanical 2.8%	-	-	381				
	Walls, structure 8.0%	-	-	1087				
	Circulation 9.0%	-	-	1223				
	Subtotals 20%			**2,691**				
2.0 GROSS ASSIGNABLE HEALTHY LIFESTYLES				**13,591**				

3.0 COMMUNITIES

3.01 COMMUNITY AREAS 6th

	SPACE DESCRIPTION	Required # of Spaces	Required Area Reqd/ Space	Required Gross Area Sub-Total	Capacity # TS	Capacity Ave # Stud	Capacity Student Capacity/ 100%	NOTES
3.01.01 Community Area 6th								
.01	Learning Lab Area MultiUse	14	850	11900	14	30	420	
.02	Learning Lab Area Science Flex Lab	2	1,450	2900	2	30	60	
.03	Science Prep	1	350	350				
3.01.02 Community Area 6th Shared								
.01	Staff Resource Room	1	300	300				
.02	Community Collaboration	1	2,100	2100				
.03	Fabrication/ Maker Area/ STEAM	1	1,400	1400				
.04	Technology Recharge/ Printing Stations	4	25	100				
.05	Community Restroom Suite B/G	2	350	700				
.06	Project Storage	3	100	300				
.07	Staff Restrooms	2	60	120				
3.01.03 Community 6th Outdoor								
.01	Social Porch	2	1,200					
.02	Outdoor Learning and Discovery	2	3,000					
.03	Eco-Activity Areas	2	3,500					
	Net Assignable	**20**		**20,170**	**16**		**480**	
	Mechanical 2.8%	-	-	805				
	Walls, structure 8.0%	-	75	2299				
	Circulation 19.0%	-	-	5459				Combine w/ Collaboration Space
	Subtotals 30%			**8,562**				
3.01 GROSS ASSIGNABLE 6th				**28,732**				
3.01 TOTAL # TS, FUNCTIONAL CAPACITY 6th					**16**		**408**	

3.02 COMMUNITY AREAS 7/8th -A

	SPACE DESCRIPTION	Required # of Spaces	Required Area Reqd/ Space	Required Gross Area Sub-Total	Capacity # TS	Capacity Ave # Stud	Capacity Student Capacity/ 100%	NOTES
3.02.01 Community Area 7/8th								
.01	Learning Lab Area MultiUse	14	850	11900	14	30	420	
.02	Learning Lab Area Science Flex Lab	2	1,450	2900	2	30	60	
.03	Science Prep	1	350	350				
3.02.02 Community Area 7/8th Shared								
.01	Staff Resource Room	1	300	300				
.02	Community Collaboration	1	2,100	2100				
.03	Fabrication/ Maker Area/ STEAM	1	1,400	1400				
.04	Small Group Rooms	3	120	360				
.05	Technology Recharge/ Printing Stations	4	25	100				
.06	Community Restroom Suite B/G	2	350	700				
.07	Project Storage	3	100	300				
.08	Staff Restrooms	2	60	120				
3.01.03 Community 7/8th Outdoor								
.01	Social Porch	2	1,200					
.02	Outdoor Learning and Discovery	2	3,000					
.03	Eco-Activity Areas	2	3,500					
	Net Assignable	**20**		**20,530**	**16**		**480**	
	Mechanical 2.8%	-	-	819				
	Walls, structure 8.0%	-	75	2340				
	Circulation 19.0%	-	-	5557				Combine w/ Collaboration Space
	Subtotals 30%			**8,715**				
3.02 GROSS ASSIGNABLE 7/8th				**29,245**				
3.02 TOTAL # TS, FUNCTIONAL CAPACITY 7/8th					**16**		**408**	

3.03 COMMUNITY AREAS 7/8th - B

	SPACE DESCRIPTION	Required # of Spaces	Required Area Reqd/ Space	Required Gross Area Sub-Total	Capacity # TS	Capacity Ave # Stud	Capacity Student Capacity/ 100%	NOTES
3.03.01	**Community Area 7/8th**							
.01	Learning Lab Area MultiUse	14	850	11900	14	30	420	
.02	Learning Lab Area Science/ Flex Lab	2	1,450	2900	2	30	60	
.03	Science Prep	1	350	350				
3.03.02	**Community Area 7/8th Shared**							
.01	Staff Resource Room	1	300	300				
.02	Community Collaboration	1	2,100	2100				
.03	Fabrication/ Maker Area/ STEAM	1	1,400	1400				
.04	Project Lead the Way (CTE)	1	1,800	1800				
.05	Small Group Rooms	3	120	360				
.06	Technology Recharge/ Printing Stations	4	25	100				
.07	Community Restroom Suite B/G	2	350	700				
.08	Project Storage	3	100	300				
.09	Staff Restrooms	2	60	120				
3.03.03	**Community 7/8th Outdoor**							
.01	Social Porch	2	1,200					
.02	Outdoor Learning and Discovery	2	3,000					
.03	Eco-Activity Areas	2	3,500					
	Net Assignable	**20**		**22,330**	**16**		**480**	
	Mechanical 2.8%	-	-	891				
	Walls, structure 8.0%	-	75	2545				
	Circulation 19.0%	-	-	6044				Combine w/ Collaboration Space
	Subtotals 30%			**9,479**				
3.03 GROSS ASSIGNABLE 7/8th				**31,809**				
3.03 TOTAL # TS, FUNCTIONAL CAPACITY 7/8th					**16**		**408**	

3.04 COMMUNITY AREAS Special Needs

	SPACE DESCRIPTION	Required # of Spaces	Required Area Reqd/ Space	Required Gross Area Sub-Total	Capacity # TS	Capacity Ave # Stud	Capacity Student Capacity/ 100%	NOTES
3.04 Special Needs								
.01	Autism/ Cognition Classroom	2	850	1700	2	12	24	
.02	Life Skills Area/ Sensory Area	1	1,500	1500				
.03	SC Restroom	1	120	120				
.04	Speech/Lang Therapist	1	225	225				
.05	School Psychologist	1	225	225				
.06	Calming Space	2	50	100				
.07	Social/ Emotional Classroom	1	850	850	1	12	12	
	Net Assignable	**70**		**4720**	**3**		**36**	
	Mechanical 2.8%	-	-	167				
	Walls, structure 8.0%	-	75	477				
	Circulation 10.0%	-	-	596				
	Subtotals 21%			**1,240**				
3.04 GROSS ASSIGNABLE SPECIAL NEEDS				**5,960**				
3.04 TOTAL # TS, CAPACITY @ 100% UTILIZATION RATE					**3**		**36**	
3.0 GROSS ASSIGNABLE ALL COMMUNITIES				**95,746**				
3.04 TOTAL # TS, CAPACITY @ 85% UTILIZATION RATE					**51**		**1260**	

4.0 PHYSICAL ACTIVITY AREAS

	SPACE DESCRIPTION	Required # of Spaces	Required Area Reqd/ Space	Required Gross Area Sub-Total	Capacity # TS	Capacity Ave # Stud	Capacity Student Capacity/ 100%	NOTES
4.01	**Physical Activity Areas**							
.01	Gymnasium Court Area	1	7,000	7000				
.02	Bleachers for 1200	1	1,800	1800				
.03	Auxillary Gymnasium	1	4,500	4500				
.04	Girls Locker	1	650	650				300 small lockers
.05	Girls Shower/ Toilet	1	525	525				
.06	Athletic B/G Locker Rooms	2	1,000	2000				
.07	Boys Locker	1	650	650				300 small lockers
.08	Boys Shower/ Toilet	1	525	525				
.09	Weight Room	1	1,500	1500				
.10	Concessions	1	100	100				
.11	Ticket Booths	2	25	50				One per Door to Gym
4.02	**Teacher Areas**							
.01	Coashes Offices/ Showers/ Toilets	2	650	1300				
.02	Equipment Storage	1	850	850				Subdivide
.03	Laundry Room	1	150	150				
4.03	**Outdoor Covered**							
.01	Game Area/Porch	1	2,000					High Ceiling/Lighted
	Net Assignable	**2**		**28,300**	**0**		**0**	
	Mechanical 2.8%		-	941				
	Walls/Structure 8.0%	-	-	2689				
	Circulation 5.0%	-	-	1681				
	Subtotals 16%			**5310**				
4.0	**GROSS ASSIGNABLE PHYS ACTIVITY**			**33,610**				

5.0 PERFORMING/VISUAL ARTS

	SPACE DESCRIPTION	Required: # of Spaces	Required: Area Reqd/ Space	Required: Net Area Sub-Total	Capacity: # TS	Capacity: Ave # Stud	Capacity: Student Capacity/ 100%	NOTES
5.01 Visual Arts								
.01	Art Classroom	2	1,200	2400				2D & 3D
.02	Kiln Area	1	135	160				may be exterior
.03	Storage	2	125	250				
5.02 Performing Arts								
.01	**Band Classroom**	1	2,500	2500				Sized for 80
.02	Instrument Storage	1	800	800				Plus Hallway
.03	Music Practice Rooms	1	240	240				Subdividable
.04	Ensemble Room	2	600	1200				
.05	Music Office and/or Workrooms	3	150	450				Shared
.06	Music Library	1	250	250				Shared
.07	**Orchestra Room**	1	2,500	2500				Sized for 80
.08	Music Practice Rooms	1	240	240				Subdividable
.09	Ensemble Room	2	600	1200				
.10	**Choral Classroom**	1	1,200	1200				
.11	Choral Storage	1	200	200				
.12	**Theater Arts Black Box**	1	1,800	1800				
.13	Theater Arts Storage	1	300	300				
.14	Green Room/ Dressing Areas	2	400	800				Adjacent to Stage
	Net Assignable	**24**		**16,490**	**0**		**0**	
	Mechanical 2.8%	-	-	622				
	Walls, structure 8.0%	-	-	1778				
	Circulation 15.0%	-	-	3334				
	SF Tare Area 25.8%			**5,734**				
5.0 GROSS ASSIGNABLE P/V ARTS				**22,224**				

6.0 MEDIA AND TECHNOLOGY RESOURCES

	SPACE DESCRIPTION	Required # of Spaces	Required Area Reqd/ Space	Required Net Area Sub-Total	Capacity # TS	Capacity Ave # Stud	Capacity Student Capacity/ 100%	NOTES
6.01	**I Center**							
.01	iRead Zone	1	1,000	1000				
.02	iStudy/Research Zone	1	1,400	1400				
.03	iCreate/iPlay Zone	1	800	800				
.04	iTech Zone	1	150	150				Virtual/Tech
.05	iAsk Zone	1	150	150				Geek Bar/Tech Help
.06	Small Group Meeting Rooms	3	120	360				Dispersed
6.02	**Staff Areas**							
.01	Storage Zone	1	200	200				
.02	Restrooms	2	65	130				
	Net Assignable			**4,190**				
	Mechanical 4.0%	-	-	215				
	Walls, structure 8.0%	-	-	430				
	Circulation 10.0%	-	-	537				
	Subtotals 22%			**1182**				
6.0	**GROSS ASSIGNABLE MEDIA AND TECH RESOURCES**			**5,372**				

7.0 SUPPORT AREAS

	SPACE DESCRIPTION	Required # of Spaces	Required Area Reqd/ Space	Required Net Area Sub-Total	Capacity # TS	Capacity Ave # Stud	Capacity Student Capacity/ 100%	NOTES
7.01	**Maintenance**							
.01	Main Distribution Frame	1	235	235				
.02	Intermediate Distribution Frame	3	125	375				Subdivide as Needed
.03	Storage/ Janitorial/ Bulk	1	500	500				
.04	Custodial Closets	4	85	340				
.05	RR Faculty/Staff Men	4	65	260				
.06	RR Faculty/Staff Women	4	65	260				
.07	Electrical Rooms	1	600	600				
	Net Assignable	**17**		**2,570**				
	Mechanical 2.0%	-	-	57				
	Walls, structure 8.0%	-	-	228				
	Circulation 0.0%	-	-	0				
	Subtotals 10%			**286**				
7.0	**GROSS ASSIGNABLE SUPPORT**			**2,856**				

8.0 EXTERIOR AREAS (NOT INCLUDED IN GROSS ASSIGNABLE)

	SPACE DESCRIPTION	Required # of Spaces	Required Area Reqd/ Space	Required Gross Area Sub-Total School Site	Capacity # TS	Capacity Ave # Stud	Capacity Student Capacity/ 85%	NOTES
8.01 Exterior Play and Physical Activity Areas								
.01	Multipurpose Recreation Track and Fields	2	137,500	275,000				One w/Track
.02	Outdoor Basketball Courts	4	4,200	16,800				4 (near dining)
.03	Softball/Baseball Fields	2	10,000	20,000				
.04	Preserve/ Natural/ Trails	1	100,000	100,000				As Possible
	Net Assignable	**12**		**411,800**				

8.0 ACRES REQ'D EXTERIOR PLAY AREAS	**9.45**

Appendix A
Room Design Criteria

Room design criteria provide detailed guidance for the design of each space.

Room Design Criteria

NAME OF SPACE:	1.01.01 Secure Vestible/Waiting
Program:	1.0 Leadership Team Areas
Number of Occupants	6-8 Visitors

ACTIVITIES & FUNCTION

Educational	Professional Office; Administrative
Operational	Greeting area for students and parents;
Community	Representative of school, interaction with community, students, and parents

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Secretary Areas through Entry Locked Vestibule; Entry to supplementary Administration Areas
Indirect/Near:	Near Conference Room
Not Adjacent/Separate:	Loading areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Open, inviting entry

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	Wait Chairs, Side Tables, Lamps, Magazine/ Brochure Rack
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface w/ Walkoff Mat (Integral) in Vestibule; Soft Surface in Reception
Walls	9'0" min; painted finish min
Ceiling	Acoustic ceiling tiles or Open

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	Visual to Hall or Entry	N	Y

TECHNOLOGY

Voice	NA
Data	LAN access; robust wireless
Audio/Visual	Possible LED Panels
Clock/Intercom	NA
Security	Lockable Doors; Remotely Controlled; Panic Alarm Staff Controlled
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.01.02 Reception/ Secretarial
Program:	1.0 Leadership Team Areas
Number of Occupants	2 Staff

ACTIVITIES & FUNCTION

Educational	Front Office
Operational	Greeting area for visitors
Community	Interaction with public

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To School Entry from Secure Vestibule
Indirect/Near:	Near Conference Room; Health Office
Not Adjacent/Separate:	Loading areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Inviting Entry; Securely Directs Flow of Traffic into School During School Hours

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	Wait Chairs, Side Tables, Lamps, Magazine/ Brochure Rack
Projection Surfaces	NA
Cabinetry	Reception Counter with ADA Access
Equipment	Guest ID Scanning Equipment (Raptor); Telephones, Fax, Computers, Printers

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tiles

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	Visual to Hall and Secure Entry	N	Y

TECHNOLOGY

Voice	NA
Data	LAN access; robust wireless
Audio/Visual	Possible TV
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.01.03 Principal Office
Program:	1.0 Leadership Team Areas
Number of Occupants	1 Staff Station; 1-2 Guests

ACTIVITIES & FUNCTION

Educational	Professional Office; Administrative
Operational	School leadership duties, parent communication
Community	Representative of school, interaction with community stakeholders

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Secretary; Entry to supplementary Administration Areas
Indirect/Near:	Visual Access to entry, exterior and main student areas
Not Adjacent/Separate:	Shop areas; Loading areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from sec and entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC; natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets; cabinet for school keys
Movable Furniture	Executive desk; 4 guest chairs; staff chair; small conference table
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer and 2 drawer
Equipment	Computer, possible printer

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tiles

WINDOWS		Operable?	Shades?
Exterior	Windows preferred	Y	Y
Interior	Window to entry areas; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	LED Possible
Clock/Intercom	NA
Security	Computer Access to Security Cameras through Intranet Access; Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.01.04 Principal Secretary
Program:	1.0 Leadership Team Areas
Number of Occupants	1 Staff Stations

ACTIVITIES & FUNCTION

Educational	Professional Office; Administrative
Operational	Administrative duties; phone, appointments
Community	Schedules appointments, greets visitors

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Reception/ Entry; Entry to supplementary Administration Areas
Indirect/Near:	Visual Access to entry and main student entry
Not Adjacent/Separate:	Shop areas; Loading areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets; possible location of fire alarm panels
Movable Furniture	Secretarial desk; 2 guest chairs; staff chair
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer and 2 drawer
Equipment	Computer, possible printers, faxes

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS

		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	To Admin offices	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack) possible
Clock/Intercom	Standard Clock as specified by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.01.05 Conference Room
Program:	1.0 Leadership Team Areas
Number of Occupants	up to 20 persons

ACTIVITIES & FUNCTION

Educational	Shared meeting area for staff, parents, students
Operational	Shared meeting area for student services
Community	Used by advisory committees, public

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Reception; Counselor Offices
Indirect/Near:	Workroom
Not Adjacent/Separate:	Noisy areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from noisy areas; low to medium sound levels
Lighting	Natural lighting desired; Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Professional meeting area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tack Boards (1), 4' x 8' Markerboards
Storage	General and secure; lockable door and cabinets
Movable Furniture	Meeting table (may be modular), 20 chairs
Projection Surfaces	LED Panel (large)
Cabinetry	1-2 Base Cabinets
Equipment	Conference call equipment on meeting table; Provide LAN & power in projection wall(s)

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Not required; Desirable	Y	Y
Interior	Side Lights at Doors; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom; Conference Call Equipment
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.02.01 Assistant Principal Office
Program:	1.0 Leadership Team Areas
Number of Occupants	1 Staff Station; 1-2 Guests

ACTIVITIES & FUNCTION

Educational	Professional Office; Administrative
Operational	School leadership duties, parent communication
Community	Representative of school, interaction with community stakeholders

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	AP/ Counselor Sec/Reception
Indirect/Near:	Visual Access to associated Learning Community (if located in LC)
Not Adjacent/Separate:	Noisy Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from sec and entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC; natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets; cabinet for school keys
Movable Furniture	Executive desk; 4 guest chairs; staff chair; small conference table
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer and 2 drawer
Equipment	Computer, possible printer

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tiles

WINDOWS		Operable?	Shades?
Exterior	Not required; Preferred	Y	Y
Interior	To Learning Community Collaboration Areas	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	
Clock/Intercom	NA
Security	Computer Access to Security Cameras through Intranet Access; Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.02.02 Counselors Office
Program:	1.0 Leadership Team Areas
Number of Occupants	1 Staff Station; 1-2 Guests

ACTIVITIES & FUNCTION

Educational	Staff Office; Student Services
Operational	Student Counseling
Community	Representative of school, interaction with community stakeholders

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	AP/ Counselor Sec/Reception
Indirect/Near:	Visual Access to associated Learning Community (if located in LC)
Not Adjacent/Separate:	Noisy Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from sec and entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC; natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets; cabinet for school keys
Movable Furniture	Staff desk; 2 guest chairs; staff chair; small conference table
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer and 2 drawer
Equipment	Computer, possible printer

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tiles

WINDOWS		Operable?	Shades?
Exterior	Not required; Preferred	Y	Y
Interior	To Learning Community Collaboration Areas	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	
Clock/Intercom	NA
Security	Computer Access to Security Cameras through Intranet Access; Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.02.03 AP/Counselor Secretary & Reception
Program:	1.0 Leadership Team Areas
Number of Occupants	2 Staff Stations

ACTIVITIES & FUNCTION

Educational	Reception Area for Students visiting AP or Counselor
Operational	Administrative duties; phone, appointments
Community	Schedules appointments, greets visitors, directs parent communications

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Records
Indirect/Near:	Visual Access to associated Learning Community (if located in LC)
Not Adjacent/Separate:	Noisy Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets; possible location of fire alarm panels
Movable Furniture	Secretarial desk; 2-3 guest chairs; staff chair
Projection Surfaces	Possible LED Panel
Cabinetry	File storage, 4 drawer and 2 drawer
Equipment	Computer, possible printers, faxes

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	To Learning Community Collaboration Areas	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	LED Panel
Clock/Intercom	Standard Clock as specified by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.02.04 Conference Room
Program:	1.0 Leadership Team Areas
Number of Occupants	up to 5 persons

ACTIVITIES & FUNCTION

Educational	Shared meeting area for staff, parents, students
Operational	Shared meeting area for student services
Community	Used by advisory committees, public

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Reception; Counselor Offices
Indirect/Near:	Workroom
Not Adjacent/Separate:	Noisy areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from noisy areas; low to medium sound levels
Lighting	Natural lighting desired; Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Professional meeting area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tack Boards (1), 4' x 8' Markerboards
Storage	General and secure; lockable door and cabinets
Movable Furniture	Meeting table, 4-5 chairs
Projection Surfaces	LED Panel (large)
Cabinetry	1-2 Base Cabinets
Equipment	Conference call equipment on meeting table; Provide LAN & power in projection wall(s)

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Not required; Desirable	Y	Y
Interior	Side Lights at Doors; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom; Conference Call Equipment
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.02.05 Records
Program:	1.0 Leadership Team Areas
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	NA
Operational	Bulk storage for student counselor records
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	AP/Counselor Secretary & Reception
Indirect/Near:	AP, Counselor
Not Adjacent/Separate:	Exterior Access

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Fire Proof Cabinets; 4 Drawer; Vertical
Movable Furniture	Possible side table for sorting
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Hand Lid, Gyp Board

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	View Panel in door	N	N

TECHNOLOGY

Voice	NA
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.03.01 Registrar
Program:	1.0 Leadership Team Areas
Number of Occupants	1 Staff Station; 2-3 Visitors

ACTIVITIES & FUNCTION

Educational	Serves Students for Attendance and Registration
Operational	Conducting school registration duties
Community	Representative of school, interaction with community, students, and parents

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Reception; Records
Indirect/Near:	Near Reception
Not Adjacent/Separate:	Noisy Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from other areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets
Movable Furniture	Executive desk; 2-3 guest chairs; staff chair
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer and 2 drawer
Equipment	Computer, possible printer

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	Window to Hall or Entry; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.03.02 Attendance
Program:	1.0 Leadership Team Areas
Number of Occupants	1 Staff Station; 2-3 Visitors

ACTIVITIES & FUNCTION

Educational	Serves Students for Attendance and Registration
Operational	Conducting Attendance Duties with Students and Parents
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Student Accessed Circulation; Reception; Records
Indirect/Near:	Near Registrar
Not Adjacent/Separate:	Noisy Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from other areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets
Movable Furniture	Staff Work Chairs
Projection Surfaces	LED Panel
Cabinetry	Standing Height/ Lower Height Counters for Attendance, File storage, 4 drawer and 2 drawer
Equipment	Computer, possible printer

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	Window to Hall or Entry; Privacy Blinds	N	N

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.03.03 Vault/ Records
Program:	1.0 Leadership Team Areas
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	NA
Operational	Bulk storage for student records
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Registrar; Attendance
Indirect/Near:	Main entry/ hallway for loading supplies
Not Adjacent/Separate:	Waiting areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Fire Proof Cabinets; 4 Drawer; Vertical
Movable Furniture	Possible side table for sorting
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Hand Lid, Gyp Board

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	View Panel in door	N	N

TECHNOLOGY

Voice	NA
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.04.01 Professional Development/ Staff Resource/ Break
Program:	1.0 Leadership Team Areas
Number of Occupants	Up to 30 persons

ACTIVITIES & FUNCTION

Educational	Staff PD Events; Team Meetings
Operational	Staff Break Area
Community	Possible use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	WorkRoom Fax; Staff Restroom; Open Office Itinerant
Indirect/Near:	Main Circulation
Not Adjacent/Separate:	Noisy areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from noisy areas; low to medium sound levels
Lighting	Natural lighting desired; Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Professional Meeting Area with Break Room Attributes

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tack Boards (1-2)
Storage	General and secure; lockable door and cabinets
Movable Furniture	Variety of Tables Café, Dining, Etc., 20-30 chairs
Projection Surfaces	LED Panel for Presentations (large)
Cabinetry	1-2 Base plus Upper Cabinets with two compartment sink
Equipment	Vending Machines; Coffee Machine; Microwave; Refrigerator; Dishwasher

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Not required; Desirable	Y	Y
Interior	Side Lights at Doors; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.04.02 Open Office Itinerant
Program:	1.0 Leadership Team Areas
Number of Occupants	3 Open Stations in Open Office Configuration

ACTIVITIES & FUNCTION

Educational	Office space for support personnel to serve students
Operational	Office Activities; Variety of Itinerant Staff may use this Office: Arts Programs, Social Workers, Etc
Community	Interaction with community, students, and parents

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To Staff Resource; May be combined
Indirect/Near:	Reception/ Waiting; Mail/ Workroom
Not Adjacent/Separate:	Main Student Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	medium sound levels; open office
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Open office desks; temporary landing spot

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets
Movable Furniture	Staff desk;staff chair; Modular furniture
Projection Surfaces	NA
Cabinetry	File storage, 2 drawer
Equipment	User supplied computer/laptop

INTERIOR FINISHES

Flooring	Carpet or Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	Window to Hall or Entry; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.04.03 Mail/Workroom/ Fax
Program:	1.0 Leadership Team Areas
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	NA
Operational	Support for Staff; Copying, Faxes, Printing; Lamination, Sorting; Binding
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Staff Entry or Circulation; Professional Development/Staff Resource; Administration
Indirect/Near:	Near Learning Communities; Convenient for Staff Mail Pickup
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from quiet areas; medium to high sound levels
Lighting	Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Fire Proof Cabinets; 4 drawer vertical
Movable Furniture	Possible side table for sorting
Projection Surfaces	NA
Cabinetry	Paper Storage, Lockable Cabinets
Equipment	Printer, Fax Machine, Laminator, Binding Machine

INTERIOR FINISHES

Flooring	Carpet or VCT
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	View Panel	N	Y

TECHNOLOGY

Voice	Fax Lines
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	Standard School Clock
Security	Lockable Cabinets
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Bulk Paper Storage, Recycling Bins,

Room Design Criteria

NAME OF SPACE:	1.05.01 (part 1) Cot Area
Program:	1.0 Leadership Team Areas
Number of Occupants	3 Cots

ACTIVITIES & FUNCTION

Educational	Professional Office; Administrative
Operational	Rest area for sick students
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Leadership Offices
Indirect/Near:	Health RR
Not Adjacent/Separate:	Shop areas; Loading areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low sound levels
Lighting	Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired; Ventilation fans
Aesthetic	Quiet Rest Area

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets
Movable Furniture	Cots
Projection Surfaces	NA
Cabinetry	NA
Equipment	Privacy Curtains Around Cots

INTERIOR FINISHES

Flooring	VCT
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable; not required	Y	Y
Interior	Window to Nurses Office; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	Standard School Clock
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.05.01 (part 2) Health Restroom
Program:	1.0 Leadership Team Areas
Number of Occupants	Varies by RR

ACTIVITIES & FUNCTION

Educational	NA
Operational	Student RR
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Cot Area
Indirect/Near:	Leadership Office Areas
Not Adjacent/Separate:	Support Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sink; floor drain; toilet
Cabinetry	Not required
Equipment	Trash receptacle, soap dispenser, toilet paper dispenser, mirror, sanitary napkin disp.

INTERIOR FINISHES

Flooring	Tile or finished concrete; floor drains
Walls	9'0" min; epoxy painted finish CMU; wainscot to 4' in toilet areas
Ceiling	May be acoustical or gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.06.01 Admin Supplies
Program:	1.0 Leadership Team Areas
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	NA
Operational	storage for administrative supplies
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Loading Areas; convenient to circulation
Indirect/Near:	Main entry/ hallway for loading supplies
Not Adjacent/Separate:	Waiting areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area for office supplies

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage; metal shelving
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	View Panel	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.06.02 Administrative File Storage
Program:	1.0 Leadership Team Areas
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	NA
Operational	Area for two and four drawer files; May be colocated with secretarial
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Secretary; Entry to supplementary Administration Areas
Indirect/Near:	Prinicipal Secy and Secretarial Staff
Not Adjacent/Separate:	Waiting areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Area for File Cabinets; May be located in Open Areas

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Fire Proof Cabinets; 2 and 4 Drawer; Vertical and Horizontal
Movable Furniture	Possible side table for sorting
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	VCT
Walls	9'0" min; painted finish
Ceiling	Hand Lid, Gyp Board

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	View Panel in door	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.06.03 Coat Room
Program:	1.0 Leadership Team Areas
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	NA
Operational	Coat Storage Closet
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Secretary; Entry to supplementary Administration Areas
Indirect/Near:	Prinicipal Secy and Secretarial Staff
Not Adjacent/Separate:	Waiting areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Storage Room with Coat Racks

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Staff Coats, Jackets, Outerwear
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	Coat Racks, Upper Storage Shelving (open box)
Equipment	NA

INTERIOR FINISHES

Flooring	VCT
Walls	9'0" min; painted finish
Ceiling	Hand Lid, Gyp Board

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	View Panel in door	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	1.06.04 Public Restrooms
Program:	1.0 Leadership Team Areas
Number of Occupants	2-3

ACTIVITIES & FUNCTION

Educational	NA
Operational	Public Restrooms
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To common hallway
Indirect/Near:	Reception
Not Adjacent/Separate:	Support Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sinks; floor drain; auto-flush toilets and/or urinals
Cabinetry	Not required
Equipment	Trash receptacles, soap dispenser, toilet paper dispenser, mirror, hand dryer; paper towel dispenser

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; tile to ceiling in toilet areas
Ceiling	May be acoustical or gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	Natural light may be provided with glass block or similar; 50-70 fc lighting	N	N
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	2.01.01 Kitchen/ Storage/Support/Serving
Program:	2.0 Healthy Lifestyles
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	NA
Operational	Food Preparation Area
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Student Dining; Dry Good Storage; Refrigeration Units; Snack Bar; Central Dish Station (if applicable)
Indirect/Near:	Near loading area, Near trash receptacles
Not Adjacent/Separate:	Classrooms

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from dining; high sound levels
Lighting	Non-glare; Able to completely darken; 50-70 fc even across space
HVAC	AC + additional ventilation as required by food preparation equipment
Plumbing	Hot/cold in sink areas; natural gas; commercial hot water heater
Aesthetic	Professional/ commercial kitchen

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Secure cabinetry in kitchen area; Open shelving
Movable/ Fixed Furniture	*Kitchen consultant to specify complete equipment
Projection Surfaces	NA
Cabinetry	*Kitchen consultant to specify
Equipment	*Kitchen consultant to specify complete equipment

INTERIOR FINISHES

Flooring	Seamless
Walls	Material dependent upon kitchen consultant recommendation
Ceiling	Acoustic/ Washable

WINDOWS

		Operable	Shades?
Exterior	None required	N	N
Interior	None required	N	N

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	NA
Audio/Visual	NA
Clock/Intercom	Standard Student Clock
Security	Lockable Doors; Double doors no mullion; fly fans
Fire Alarm	Smoke detector as required by Code; Fire Alarm Pull; Smoking Suppression

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	2.02.01 Dining for 450
Program:	2.0 Healthy Lifestyles
Number of Occupants	Up to 450 persons

ACTIVITIES & FUNCTION

Educational	Area for student or staff assembly, eating, social interaction both informal and formal
Operational	Area to be the heart of school, used all day for dining, homework, group work
Community	Area to be used before and after school

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Kitchen Serving; Circulation; Entry Foyer
Indirect/Near:	Parking areas for general public; Easy to find on campus; Chair storage; Exterior Dining
Not Adjacent/Separate:	Noisy areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic treatment desired to maintain sound levels
Lighting	Natural lighting desired; Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Warm, inviting dining area

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	Tables (Variety - 8 Rounds, Café, Etc) for 400 persons seated; Seating for 450; Counter Seating
Projection Surfaces	Ceiling mounted projection screen 12-14 ft; electronic operation OR LED Panels
Cabinetry	Learning Stair with abundant charging ports for students to recharge devices
Equipment	Ceiling mounted projector; mic jacks; wall mounted speakers; LED panels

INTERIOR FINISHES

Flooring	Hard Surface
Walls	12'0" min; painted finish; Folding partition (subdivisable space)
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Natural light desired; able to darken desired	Y	Y
Interior	Visual to major circulation and entry to communities	N	N

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; possible wireless
Audio/Visual	TV Video Input (jack); CCTV; Sound system; LED Panels
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Exterior Doors
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	2.02.02 Table/Chair Storage
Program:	2.0 Healthy Lifestyles
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	NA
Operational	Support area; storage of tables and chairs
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To dining
Indirect/Near:	Support areas
Not Adjacent/Separate:	Campus entry

ENVIRONMENT

Temperature	NA
Acoustic	NA
Lighting	50-70 fc even across space
HVAC	AC not required
Aesthetic	Organized storage area

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage
Movable Furniture	Tables and chairs may be stored on movable carts in this area
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Open structure

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door; Oversized with no mullion
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	2.02.03 Stage/Platform
Program:	2.0 Healthy Lifestyles
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	Platform, wings and backstage area for student performances, assembly
Operational	Performances including speeches, dance, music concerts, plays and other
Community	Possible use by community after-hours

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To dining area; to exiting as required by code
Indirect/Near:	Music/ Drama Black Box (for use as green rooms during performance)
Not Adjacent/Separate:	Kitchen

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from hallways; low to medium sound levels
Lighting	Non-glare; Able to completely darken; Performance lighting as specified by district
HVAC	AC + natural ventilation desired
Plumbing	NA
Aesthetic	Performance stage; well-lit, acoustically correct

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Nearby
Movable/ Fixed Furniture	Band shell possible; podium; props and chairs; backdrops; acoustic curtain (electronic operation)
Projection Surfaces	Large, electronic projection screen
Cabinetry	Movable sound cabinets
Equipment	Sound A/V equipment as specified by district

INTERIOR FINISHES

Flooring	May be wood or other appropriate hard surface
Walls	12'0" - 15'0" feet; May be taller if specified by district
Ceiling	Open joist ok; structurally capable of supporting performance lighting

WINDOWS		Operable?	Shades?
Exterior	NA	N	N
Interior	NA	N	N

TECHNOLOGY

Voice	Voice amplification as specified by district
Data	LAN access; possible wireless
Audio/Visual	TV Video Input (jack); Sound Systems as specified by district
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detection, alarm, fire suppression as required by code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	2.02.04 Stage Storage
Program:	2.0 Healthy Lifestyles
Number of Occupants	NA/ Storage

ACTIVITIES & FUNCTION

Educational	Students and Staff Utilize Stage Equipment for Performances
Operational	Storage of Stage Equipment and Props
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Stage or wings
Indirect/Near:	Loading area; circulation
Not Adjacent/Separate:	Classroom Areas

ENVIRONMENT

Temperature	50-70 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space; supply electric power for equipment
HVAC	AC; may need additional ventilation for equipment
Aesthetic	Organized storage area; Metal shelving 18" deep, 3 tier high and open floor area

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage; metal shelving
Movable Furniture	Stage Props and Equipment
Projection Surfaces	NA
Cabinetry	Metal shelving
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min - 12'0"
Ceiling	Open or Hard Lid

WINDOWS		Operable?	Shades?
Exterior	NA	N	N
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	2.02.05 Restrooms
Program:	2.0 Healthy Lifestyles
Number of Occupants	1-3

ACTIVITIES & FUNCTION

Educational	NA
Operational	For use by Dining and Food Areas
Community	May be located near or within dining for parent/family use

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To Dining, Food Labs and Café Areas
Indirect/Near:	Food Terrace
Not Adjacent/Separate:	Support Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sink; floor drain; toilet; urinal (men's)
Cabinetry	NA
Equipment	Trash receptacle, soap dispenser, toilet paper dispenser, mirror, hand dryer, hand towel dispenser

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; epoxy painted finish CMU; tile to 4'0"
Ceiling	Gyp-board painted (epoxy)

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.01.01.01 Learning Lab Areas MultiUse
Program:	3.0 Communities/ 3.01 Community Areas 6th
Number of Occupants	1 Teaching Staff; Up to 30 Students

ACTIVITIES & FUNCTION

Educational	Teaching and learning area; supports a variety of projects and learning activities
Operational	Flexible seating arrangements; area for a variety of learning styles and activities
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Fabrication/ Maker Area/ STEAM; Community Restroom
Not Adjacent/Separate:	Mechanical areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Medium sound levels; Possible acoustic enhancement
Lighting	Non-glare; Natural light required; 50-70 fc even across space; direct/indirect lighting
HVAC	AC + natural ventilation desired
Aesthetic	Exciting learning space; area for flexible arrangements; projects; learning styles

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Teacher desk/chair; Movable Teacher podium possible; 30 student tables/chairs; soft seating
Projection Surfaces	LED Panel(s) or Projection Whiteboard
Cabinetry	Upper/lower cabinets
Equipment	Teacher computer, Ceiling mounted projection unit, student laptops or tablets
Plumbing	Sink with Bubbler (or community sinks in collaboration)

INTERIOR FINISHES

Flooring	Hard Surface w/ Mat Area or Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	May to open or acoustic

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Daylighting required; 50-70 fc	N	Y
Interior	Transparency to community breakout; Privacy Blinds	N	Y

TECHNOLOGY

Voice	LAN access; robust wireless
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.01.01.02 Learning Lab Area Science Flex Lab
Program:	3.0 Communities/ 3.01 Community Areas 6th
Number of Occupants	1 Teaching Staff; Up to 30 Students

ACTIVITIES & FUNCTION

Educational	Student instructional area for Laboratory Science
Operational	Biology; Earth Science; General Science; Physics
Community	Possible meeting areas for business advisory groups

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Fabrication/ Maker Area/ STEAM; Community Restroom
Not Adjacent/Separate:	Mechanical areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Medium sound levels; Possible acoustic enhancement
Lighting	Non-glare; Natural light required; 50-70 fc even across space; direct/indirect lighting
HVAC	AC + natural ventilation desired; flexible snorkle fume hoods
Plumbing	Stainless, deep sinks w/ movable spouts; Hot/Cold; floor drains
Aesthetic	Exciting learning space; area for flexible arrangements; projects; learning styles

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Movable Teacher podium and demo; 30 movable student tables/lab stools
Projection Surfaces	LED Panel(s) or Projection Whiteboard
Cabinetry	Upper/lower cabinets
Equipment	Teacher computer, Ceiling mounted projection unit, student laptops or tablets
Plumbing	Deep Stainless Steel Sinks; Careful Placement in Lab to Prevent Crowding od Students

INTERIOR FINISHES

Flooring	Hard Surface w/ Mat Area or Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	May to open or acoustic

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Daylighting required; 50-70 fc	N	Y
Interior	Transparency to community breakout; Privacy Blinds	N	Y

TECHNOLOGY

LAN access; robust wireless

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	LED Panels
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Acid-Resistant Countertop and Work surfaces
2.0	Eye Wash, Emergency Shower; Fire Blanket Kit

Room Design Criteria

NAME OF SPACE:	3.01.01.03 Science Prep
Program:	3.0 Communities/ 3.01 Community Areas 6th
Number of Occupants	1-2 Teaching Staff

ACTIVITIES & FUNCTION

Educational	Prep area for Laboratory Science
Operational	Lab preparations, Chemical storage
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Science Labs (1 prep per 2 labs)
Indirect/Near:	Near other core classroom areas
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from hallways; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Storage and preparation area for science labs

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tackable Surface 4' X 8' Min
Storage	Fireproof Chemical Storage Units
Movable Furniture	Lab Stools
Cabinetry	Upper/lower cabinets; Storage Shelving
Equipment	Dishwasher; Full Sized Refrigerator; Equipment Drying Racks
Plumbing	Deep Stainless Steel Sinks

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	Y	Y
Interior	Window to circulation areas; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code; Fire Alarm Pull

SPECIAL NOTES

1.0	Ventilation hoods possible
2.0	Acid-Resistant Countertop and Work surfaces
3.0	Eye Wash, Emergency Shower; Fire Blanket Kit

Room Design Criteria

NAME OF SPACE:	3.01.02.01 Staff Resource Room
Program:	3.0 Communities/ 3.01 Community Areas 6th
Number of Occupants	3-4 Staff

ACTIVITIES & FUNCTION

Educational	Supports the LC Staff; NOT a teacher office
Operational	Area for teacher copies; small group meetings; small break
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Visual Access with full glass to Community Collaboration
Indirect/Near:	Learning Labs
Not Adjacent/Separate:	NA

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC; natural ventilation desired
Aesthetic	Copier Area; Central Standing Height Counter w/Stools; Counter with Sink, Microwave; etc.

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	4X4 tackable surfaces on 1 wall
Storage	General and secure; lockable door and cabinets
Movable Furniture	Stools around central standing counter
Projection Surfaces	NA
Cabinetry	Open Supply Storage under central counter; limited lower cabinets for supplies
Equipment	Copier for large batch printing; microwave; coffee maker

INTERIOR FINISHES

Flooring	Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	Acoustical

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	Full Windows to Community Collaboration	N	N

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	Standard School Clock
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.01.02.02 Community Collaboration
Program:	3.0 Communities/ 3.01 Community Areas 6th
Number of Occupants	1-2 Teaching Staff; Up to 120 Students

ACTIVITIES & FUNCTION

Educational	Student Multi-Use instructional and work area
Operational	Area should be able to be used for multiple subjects and seating arrangements
Community	Possible meeting areas for community use

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Learning Labs; Full visual adjacency required; Support/storage for Community
Indirect/Near:	Fabrication/ Maker Area/ STEAM; Community Restrooms; Technology Storage
Not Adjacent/Separate:	Mechanical areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels; additional acoustic treatment may be necessary
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Flexible work areas for students to utilize as a supplement to studios; project and group work

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Markerboard possible if vertical space exists
Storage	General and secure; lockable door and cabinets or closet
Movable Furniture	Various tables and seating configurations including soft seating
Projection Surfaces	LED panels or Projection Whiteboard
Cabinetry	Cabinets with full sink, deep/stainless, clay trap
Equipment	Laptop computers, LED panels Wall Mounted or Portable

INTERIOR FINISHES

Flooring	Hard Surface as required by district/ may use movable rugs
Walls	9'0" min; painted finish; Note- transition to learning labs should be through roll-up or "Vista Wall"
Ceiling	Acoustic ceiling tile or Open

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	Learning Lab Window/Door Panels Adjacent	Y	Y

TECHNOLOGY

Voice	Intercom
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Electrical	Drop down power or floor outlets mid area; or powered fixtures

Room Design Criteria

NAME OF SPACE:	3.01.02.03 Fabrication/ Maker Area/ STEAM
Program:	3.0 Communities/ 3.01 Community Areas 6th
Number of Occupants	1 Staff; up to30 students

ACTIVITIES & FUNCTION

Educational	A multipurpose hands-on lab area integrating science, technology, engineering, art and math
Operational	Multiple projects: wet, dry, long and short term, technology infused
Community	Possible after hours use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration, Project Storage
Indirect/Near:	Community Restrooms, Learning Labs
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees; additional ventilation desired
Acoustic	Acoustic separation from entry; medium to high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space; Variable
HVAC	AC + natural ventilation desired; snorkel style ventilation (limited)
Aesthetic	Flexible Project Lab Area; Messy Projects, Assembly Area

FURNISHINGS/ INSTRUCTIONAL AIDS

Cabinetry	Full Wall Storage Cabinets for Supplies; Lockable
Storage	Flexible storage; movable - rotating centers and themes; storage for tech supplies
Movable Furniture	Project Workstations; Movable Benches
Movable Furniture cont'	Wall stations for creating and building: cork board area, lego wall, magnetic wall, etc
Plumbing	Full double sinks with gooseneck spout; clay trap
Equipment	Small hand tools, power tools for assembly and cutting, etc.

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; painted finish; roll up door to exterior desirable
Ceiling	Acoustical ceiling, power drops from ceiling (movable)

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired	Desired	Y
Interior	Windows to core circulation	N	Y

TECHNOLOGY

Voice	Telephone; handset; intercom
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack); LED panels
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door (s)
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Emergency power shut off
2.0	Eye wash, fire blanket and emergency dump shower

Room Design Criteria

NAME OF SPACE:	3.01.02.04 Technology Recharge/ Printing Stations
Program:	3.0 Communities/ 3.01 Community Areas 6th
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Area for students to recharge technology and/or print documents wirelessly
Operational	Self-Service printing and recharge bars
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Learning Labs
Not Adjacent/Separate:	Mechanical rooms

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	NA
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Open printing/recharge bar; not a separate room

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Lockable paper and printing supply storage
Movable Furniture	Possible under counter stools
Projection Surfaces	NA
Cabinetry	Wall mounted counter
Equipment	Printers/ electrical and USB outlets for charging

INTERIOR FINISHES

Flooring	Hard surface or Carpet
Walls	9'0" min; painted finish
Ceiling	Same as Collaboration Area

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.01.02.05 Community Restrooms
Program:	3.0 Communities/ 3.01 Community Areas 6th
Number of Occupants	1-6

ACTIVITIES & FUNCTION

Educational	NA
Operational	Student RR; Serves up to 6; Community RR to serve learning lab areas
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To Community Collaboration
Indirect/Near:	Near learning labs and fabrication/maker area/STEAM
Not Adjacent/Separate:	Support Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sinks; floor drains; toilets
Cabinetry	Not required
Equipment	Trash receptacles, soap dispenser, toilet paper dispenser, mirror; paper towel dispenser

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; tile to ceiling in toilet areas
Ceiling	gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Hand washing to be located in entry maze, not within RR
2.0	Doors to be maze entry

Room Design Criteria

NAME OF SPACE:	3.01.02.06 Project Storage
Program:	3.0 Communities/ 3.01 Community Areas 6th
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Rack storage for ongoing student projects
Operational	Storage with open shelving
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Fabrication/Maker/ STEAM
Indirect/Near:	Learning Lab Areas
Not Adjacent/Separate:	Mechanical rooms

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	NA
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area; Metal shelving

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage; metal shelving; may be wall and free standing or rolling
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Hard surface
Walls	9'0" min; painted finish
Ceiling	Gypsum board/ hand lid

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.01.02.07 Staff Restrooms
Program:	3.0 Communities/ 3.01 Community Areas 6th
Number of Occupants	1

ACTIVITIES & FUNCTION

Educational	NA
Operational	Staff RRs
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Near learning labs and discovery area
Not Adjacent/Separate:	Support Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sink; floor drain; toilet
Cabinetry	Not required
Equipment	Trash receptacle, soap dispenser, toilet paper dispenser, mirror; paper towel dispenser

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; tile to ceiling in toilet areas
Ceiling	gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Lockable Door

Room Design Criteria

NAME OF SPACE:	3.02.01.01 Learning Lab Areas MultiUse
Program:	3.0 Communities/ 3.02 Community Areas 7/8th
Number of Occupants	1 Teaching Staff; Up to 30 Students

ACTIVITIES & FUNCTION

Educational	Teaching and learning area; supports a variety of projects and learning activities
Operational	Flexible seating arrangements; area for a variety of learning styles and activities
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Fabrication/ Maker Area/ STEAM; Community Restroom
Not Adjacent/Separate:	Mechanical areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Medium sound levels; Possible acoustic enhancement
Lighting	Non-glare; Natural light required; 50-70 fc even across space; direct/indirect lighting
HVAC	AC + natural ventilation desired
Aesthetic	Exciting learning space; area for flexible arrangements; projects; learning styles

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Teacher desk/chair; Movable Teacher podium possible; 30 student tables/chairs; soft seating
Projection Surfaces	LED Panel(s) or Projection Whiteboard
Cabinetry	Upper/lower cabinets
Equipment	Teacher computer, Ceiling mounted projection unit, student laptops or tablets
Plumbing	Sink with Bubbler (or community sinks in collaboration)

INTERIOR FINISHES

Flooring	Hard Surface w/ Mat Area or Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	May to open or acoustic

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Daylighting required; 50-70 fc	N	Y
Interior	Transparency to community breakout; Privacy Blinds	N	Y

TECHNOLOGY

Voice	LAN access; robust wireless
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.02.01.02 Learning Lab Area Science Flex Lab
Program:	3.0 Communities/ 3.02 Community Areas 7/8th
Number of Occupants	1 Teaching Staff; Up to 30 Students

ACTIVITIES & FUNCTION

Educational	Student instructional area for Laboratory Science
Operational	Biology; Earth Science; General Science; Physics
Community	Possible meeting areas for business advisory groups

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Fabrication/ Maker Area/ STEAM; Community Restroom
Not Adjacent/Separate:	Mechanical areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Medium sound levels; Possible acoustic enhancement
Lighting	Non-glare; Natural light required; 50-70 fc even across space; direct/indirect lighting
HVAC	AC + natural ventilation desired; flexible snorkle fume hoods
Plumbing	Stainless, deep sinks w/ movable spouts; Hot/Cold; floor drains
Aesthetic	Exciting learning space; area for flexible arrangements; projects; learning styles

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Movable Teacher podium and demo; 30 movable student tables/lab stools
Projection Surfaces	LED Panel(s) or Projection Whiteboard
Cabinetry	Upper/lower cabinets
Equipment	Teacher computer, Ceiling mounted projection unit, student laptops or tablets
Plumbing	Deep Stainless Steel Sinks; Careful Placement in Lab to Prevent Crowding od Students

INTERIOR FINISHES

Flooring	Hard Surface w/ Mat Area or Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	May to open or acoustic

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Daylighting required; 50-70 fc	N	Y
Interior	Transparency to community breakout; Privacy Blinds	N	Y

TECHNOLOGY

LAN access; robust wireless

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	LED Panels
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Acid-Resistant Countertop and Work surfaces
2.0	Eye Wash, Emergency Shower; Fire Blanket Kit

Room Design Criteria

NAME OF SPACE:	3.02.01.03 Science Prep
Program:	3.0 Communities/ 3.02 Community Areas 7/8th
Number of Occupants	1-2 Teaching Staff

ACTIVITIES & FUNCTION

Educational	Prep area for Laboratory Science
Operational	Lab preparations, Chemical storage
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Science Labs (1 prep per 2 labs)
Indirect/Near:	Near other core classroom areas
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from hallways; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Storage and preparation area for science labs

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tackable Surface 4' X 8' Min
Storage	Fireproof Chemical Storage Units
Movable Furniture	Lab Stools
Cabinetry	Upper/lower cabinets; Storage Shelving
Equipment	Dishwasher; Full Sized Refrigerator; Equipment Drying Racks
Plumbing	Deep Stainless Steel Sinks

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	Y	Y
Interior	Window to circulation areas; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code; Fire Alarm Pull

SPECIAL NOTES

1.0	Ventilation hoods possible
2.0	Acid-Resistant Countertop and Work surfaces
3.0	Eye Wash, Emergency Shower; Fire Blanket Kit

Room Design Criteria

NAME OF SPACE:	3.02.02.01 Staff Resource Room
Program:	3.0 Communities/ 3.02 Community Areas 7/8th
Number of Occupants	3-4 Staff

ACTIVITIES & FUNCTION

Educational	Supports the LC Staff; NOT a teacher office
Operational	Area for teacher copies; small group meetings; small break
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Visual Access with full glass to Community Collaboration
Indirect/Near:	Learning Labs
Not Adjacent/Separate:	NA

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC; natural ventilation desired
Aesthetic	Copier Area; Central Standing Height Counter w/Stools; Counter with Sink, Microwave; etc.

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	4X4 tackable surfaces on 1 wall
Storage	General and secure; lockable door and cabinets
Movable Furniture	Stools around central standing counter
Projection Surfaces	NA
Cabinetry	Open Supply Storage under central counter; limited lower cabinets for supplies
Equipment	Copier for large batch printing; microwave; coffee maker

INTERIOR FINISHES

Flooring	Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	Acoustical

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	Full Windows to Community Collaboration	N	N

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	Standard School Clock
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.02.02.02 Community Collaboration
Program:	3.0 Communities/ 3.02 Community Areas 7/8th
Number of Occupants	1-2 Teaching Staff; Up to 120 Students

ACTIVITIES & FUNCTION

Educational	Student Multi-Use instructional and work area
Operational	Area should be able to be used for multiple subjects and seating arrangements
Community	Possible meeting areas for community use

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Learning Labs; Full visual adjacency required; Support/storage for Community
Indirect/Near:	Fabrication/ Maker Area/ STEAM; Community Restrooms; Technology Storage
Not Adjacent/Separate:	Mechanical areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels; additional acoustic treatment may be necessary
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Flexible work areas for students to utilize as a supplement to studios; project and group work

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Markerboard possible if vertical space exists
Storage	General and secure; lockable door and cabinets or closet
Movable Furniture	Various tables and seating configurations including soft seating
Projection Surfaces	LED panels or Projection Whiteboard
Cabinetry	Cabinets with full sink, deep/stainless, clay trap
Equipment	Laptop computers, LED panels Wall Mounted or Portable

INTERIOR FINISHES

Flooring	Hard Surface as required by district/ may use movable rugs
Walls	9'0" min; painted finish; Note- transition to learning labs should be through roll-up or "Vista Wall"
Ceiling	Acoustic ceiling tile or Open

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	Learning Lab Window/Door Panels Adjacent	Y	Y

TECHNOLOGY

Voice	Intercom
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Electrical	Drop down power or floor outlets mid area; or powered fixtures

Room Design Criteria

NAME OF SPACE:	3.02.02.03 Fabrication/ Maker Area/ STEAM
Program:	3.0 Communities/ 3.02 Community Areas 7/8th
Number of Occupants	1 Staff; up to 30 students

ACTIVITIES & FUNCTION

Educational	A multipurpose hands-on lab area integrating science, technology, engineering, art, math
Operational	Multiple projects: wet, dry, long and short term, technology infused
Community	Possible after hours use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration, Project Storage
Indirect/Near:	Community Restrooms, Learning Labs
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees; additional ventilation desired
Acoustic	Acoustic separation from entry; medium to high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space; Variable
HVAC	AC + natural ventilation desired; snorkel style ventilation (limited)
Aesthetic	Flexible Project Lab Area; Messy Projects, Assembly Area

FURNISHINGS/ INSTRUCTIONAL AIDS

Cabinetry	Full Wall Storage Cabinets for Supplies; Lockable
Storage	Flexible storage; movable - rotating centers and themes; storage for tech supplies
Movable Furniture	Project Workstations; Movable Benches
Movable Furniture cont'	Wall stations for creating and building: cork board area, lego wall, magnetic wall, etc
Plumbing	Full double sinks with gooseneck spout; clay trap
Equipment	Small hand tools, power tools for assembly and cutting, etc.

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; painted finish; roll up door to exterior desirable
Ceiling	Acoustical ceiling, power drops from ceiling (movable)

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired	Desired	Y
Interior	Windows to core circulation	N	Y

TECHNOLOGY

Voice	Telephone; handset; intercom
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack); LED panels
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door (s)
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Emergency power shut off
2.0	Eye wash, fire blanket and emergency dump shower

Room Design Criteria

NAME OF SPACE:	3.02.02.04 Small Group Room	
Program:	3.0 Communities/ 3.02 Community Areas 7/8th	
Number of Occupants	1-2 Staff	

ACTIVITIES & FUNCTION

Educational	Small Meeting Area for Students
Operational	Group Work/ Conference Area
Community	Possible Parent Volunteers Utilizing this Room

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Media Center; Visual Access from Media Center to this Room
Indirect/Near:	Core Circulation
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Medium sound levels
Lighting	Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Work Area for book repair, binding

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tack Board, 4' X 4' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Table; Chairs for up to 6
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	N	Y
Interior	Side Lights at Doors; Privacy Blinds	N	N	Y

TECHNOLOGY

Voice	NA
Data	LAN access; possible wireless
Audio/Visual	Possible TV Connection
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.02.02.05 Technology Recharge/ Printing Stations
Program:	3.0 Communities/ 3.02 Community Areas 7/8th
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Area for students to recharge technology and/or print documents wirelessly
Operational	Self-Service printing and recharge bars
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Learning Labs
Not Adjacent/Separate:	Mechanical rooms

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	NA
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Open printing/recharge bar; not a separate room

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Lockable paper and printing supply storage
Movable Furniture	Possible under counter stools
Projection Surfaces	NA
Cabinetry	Wall mounted counter
Equipment	Printers/ electrical and USB outlets for charging

INTERIOR FINISHES

Flooring	Hard surface or Carpet
Walls	9'0" min; painted finish
Ceiling	Same as Collaboration Area

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.02.02.06 Community Restrooms
Program:	3.0 Communities/ 3.02 Community Areas 7/8th
Number of Occupants	1-6

ACTIVITIES & FUNCTION

Educational	NA
Operational	Student RR; Serves up to 6; Community RR to serve learning lab areas
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To Community Collaboration
Indirect/Near:	Near learning labs and fabrication/maker area/STEAM
Not Adjacent/Separate:	Support Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sinks; floor drains; toilets
Cabinetry	Not required
Equipment	Trash receptacles, soap dispenser, toilet paper dispenser, mirror; paper towel dispenser

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; tile to ceiling in toilet areas
Ceiling	gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Hand washing to be located in entry maze, not within RR
2.0	Doors to be maze entry

Room Design Criteria

NAME OF SPACE:	3.02.02.07 Project Storage
Program:	3.0 Communities/ 3.02 Community Areas 7/8th
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Rack storage for ongoing student projects
Operational	Storage with open shelving
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Fabrication/Maker/ STEAM
Indirect/Near:	Learning Lab Areas
Not Adjacent/Separate:	Mechanical rooms

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	NA
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area; Metal shelving

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage; metal shelving; may be wall and free standing or rolling
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Hard surface
Walls	9'0" min; painted finish
Ceiling	Gypsum board/ hand lid

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.02.02.08 Staff Restrooms
Program:	3.0 Communities/ 3.02 Community Areas 7/8th
Number of Occupants	1

ACTIVITIES & FUNCTION

Educational	NA
Operational	Staff RRs
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Near learning labs and discovery area
Not Adjacent/Separate:	Support Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sink; floor drain; toilet
Cabinetry	Not required
Equipment	Trash receptacle, soap dispenser, toilet paper dispenser, mirror; paper towel dispenser

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; tile to ceiling in toilet areas
Ceiling	gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Lockable Door

Room Design Criteria

NAME OF SPACE:	3.03.01.01 Learning Lab Areas MultiUse
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1 Teaching Staff; Up to 30 Students

ACTIVITIES & FUNCTION

Educational	Teaching and learning area; supports a variety of projects and learning activities
Operational	Flexible seating arrangements; area for a variety of learning styles and activities
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Fabrication/ Maker Area/ STEAM; Community Restroom
Not Adjacent/Separate:	Mechanical areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Medium sound levels; Possible acoustic enhancement
Lighting	Non-glare; Natural light required; 50-70 fc even across space; direct/indirect lighting
HVAC	AC + natural ventilation desired
Aesthetic	Exciting learning space; area for flexible arrangements; projects; learning styles

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Teacher desk/chair; Movable Teacher podium possible; 30 student tables/chairs; soft seating
Projection Surfaces	LED Panel(s) or Projection Whiteboard
Cabinetry	Upper/lower cabinets
Equipment	Teacher computer, Ceiling mounted projection unit, student laptops or tablets
Plumbing	Sink with Bubbler (or community sinks in collaboration)

INTERIOR FINISHES

Flooring	Hard Surface w/ Mat Area or Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	May to open or acoustic

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Daylighting required; 50-70 fc	N	Y
Interior	Transparency to community breakout; Privacy Blinds	N	Y

TECHNOLOGY

Voice	LAN access; robust wireless
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.03.01.02 Learning Lab Area Science Flex Lab
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1 Teaching Staff; Up to 30 Students

ACTIVITIES & FUNCTION

Educational	Student instructional area for Laboratory Science
Operational	Biology; Earth Science; General Science; Physics
Community	Possible meeting areas for business advisory groups

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Fabrication/ Maker Area/ STEAM; Community Restroom
Not Adjacent/Separate:	Mechanical areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Medium sound levels; Possible acoustic enhancement
Lighting	Non-glare; Natural light required; 50-70 fc even across space; direct/indirect lighting
HVAC	AC + natural ventilation desired; flexible snorkle fume hoods
Plumbing	Stainless, deep sinks w/ movable spouts; Hot/Cold; floor drains
Aesthetic	Exciting learning space; area for flexible arrangements; projects; learning styles

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Movable Teacher podium and demo; 28 movable student tables/lab stools
Projection Surfaces	LED Panel(s) or Projection Whiteboard
Cabinetry	Upper/lower cabinets
Equipment	Teacher computer, Ceiling mounted projection unit, student laptops or tablets
Plumbing	Deep Stainless Steel Sinks; Careful Placement in Lab to Prevent Crowding od Students

INTERIOR FINISHES

Flooring	Hard Surface w/ Mat Area or Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	May to open or acoustic

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Daylighting required; 50-70 fc	N	Y
Interior	Transparency to community breakout; Privacy Blinds	N	Y

TECHNOLOGY

LAN access; robust wireless

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	LED Panels
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Acid-Resistant Countertop and Work surfaces
2.0	Eye Wash, Emergency Shower; Fire Blanket Kit

Room Design Criteria

NAME OF SPACE:	3.03.01.03 Science Prep
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1-2 Teaching Staff

ACTIVITIES & FUNCTION

Educational	Prep area for Laboratory Science
Operational	Lab preparations, Chemical storage
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Science Labs (1 prep per 2 labs)
Indirect/Near:	Near other core classroom areas
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from hallways; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Storage and preparation area for science labs

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tackable Surface 4' X 8' Min
Storage	Fireproof Chemical Storage Units
Movable Furniture	Lab Stools
Cabinetry	Upper/lower cabinets; Storage Shelving
Equipment	Dishwasher; Full Sized Refrigerator; Equipment Drying Racks
Plumbing	Deep Stainless Steel Sinks

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	Y	Y
Interior	Window to circulation areas; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code; Fire Alarm Pull

SPECIAL NOTES

1.0	Ventilation hoods possible
2.0	Acid-Resistant Countertop and Work surfaces
3.0	Eye Wash, Emergency Shower; Fire Blanket Kit

Room Design Criteria

NAME OF SPACE:	3.03.02.01 Staff Resource Room
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	3-4 Staff

ACTIVITIES & FUNCTION

Educational	Supports the LC Staff; NOT a teacher office
Operational	Area for teacher copies; small group meetings; small break
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Visual Access with full glass to Community Collaboration
Indirect/Near:	Learning Labs
Not Adjacent/Separate:	NA

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC; natural ventilation desired
Aesthetic	Copier Area; Central Standing Height Counter w/Stools; Counter with Sink, Microwave; etc.

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	4X4 tackable surfaces on 1 wall
Storage	General and secure; lockable door and cabinets
Movable Furniture	Stools around central standing counter
Projection Surfaces	NA
Cabinetry	Open Supply Storage under central counter; limited lower cabinets for supplies
Equipment	Copier for large batch printing; microwave; coffee maker

INTERIOR FINISHES

Flooring	Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	Acoustical

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	Full Windows to Community Collaboration	N	N

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	Standard School Clock
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.03.02.02 Community Collaboration
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1-2 Teaching Staff; Up to 120 Students

ACTIVITIES & FUNCTION

Educational	Student Multi-Use instructional and work area
Operational	Area should be able to be used for multiple subjects and seating arrangements
Community	Possible meeting areas for community use

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Learning Labs; Full visual adjacency required; Support/storage for Community
Indirect/Near:	Fabrication/ Maker Area/ STEAM; Community Restrooms; Technology Storage
Not Adjacent/Separate:	Mechanical areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels; additional acoustic treatment may be necessary
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Flexible work areas for students to utilize as a supplement to studios; project and group work

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Markerboard possible if vertical space exists
Storage	General and secure; lockable door and cabinets or closet
Movable Furniture	Various tables and seating configurations including soft seating
Projection Surfaces	LED panels or Projection Whiteboard
Cabinetry	Cabinets with full sink, deep/stainless, clay trap
Equipment	Laptop computers, LED panels Wall Mounted or Portable

INTERIOR FINISHES

Flooring	Hard Surface as required by district/ may use movable rugs
Walls	9'0" min; painted finish; Note- transition to learning labs should be through roll-up or "Vista Wall"
Ceiling	Acoustic ceiling tile or Open

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	Learning Lab Window/Door Panels Adjacent	Y	Y

TECHNOLOGY

Voice	Intercom
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Electrical	Drop down power or floor outlets mid area; or powered fixtures

Room Design Criteria

NAME OF SPACE:	3.03.02.03 Fabrication/ Maker Area/ STEAM
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1 Staff; up to 30 students

ACTIVITIES & FUNCTION

Educational	A multipurpose hands-on lab area integrating science, technology, engineering, art and math
Operational	Multiple projects: wet, dry, long and short term, technology infused
Community	Possible after hours use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration, Project Storage
Indirect/Near:	Community Restrooms, Learning Labs
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees; additional ventilation desired
Acoustic	Acoustic separation from entry; medium to high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space; Variable
HVAC	AC + natural ventilation desired; snorkel style ventilation (limited)
Aesthetic	Flexible Project Lab Area; Messy Projects, Assembly Area

FURNISHINGS/ INSTRUCTIONAL AIDS

Cabinetry	Full Wall Storage Cabinets for Supplies; Lockable
Storage	Flexible storage; movable - rotating centers and themes; storage for tech supplies
Movable Furniture	Project Workstations; Movable Benches
Movable Furniture cont'	Wall stations for creating and building: cork board area, lego wall, magnetic wall, etc
Plumbing	Full double sinks with gooseneck spout; clay trap
Equipment	Small hand tools, power tools for assembly and cutting, etc.

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; painted finish; roll up door to exterior desirable
Ceiling	Acoustical ceiling, power drops from ceiling (movable)

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired	Desired	Y
Interior	Windows to core circulation	N	Y

TECHNOLOGY

Voice	Telephone; handset; intercom
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack); LED panels
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door (s)
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Emergency power shut off
2.0	Eye wash, fire blanket and emergency dump shower

Room Design Criteria

NAME OF SPACE:	3.03.02.04 Project Lead the Way CTE
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1 Staff; up to 30 students

ACTIVITIES & FUNCTION

Educational	Area for Career and Technical Exploration Classes
Operational	Large Classroom/ Lab Area
Community	Possible after hours use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration, Project Storage
Indirect/Near:	Community Restrooms, Learning Labs
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees; additional ventilation desired
Acoustic	Acoustic separation from entry; medium to high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space; Variable
HVAC	AC + natural ventilation desired; Dust Collection as Needed
Aesthetic	Shop Area with Adjacent Classrooms

FURNISHINGS/ INSTRUCTIONAL AIDS

Cabinetry	Full Wall Storage Cabinets for Supplies; Lockable
Storage	Flexible storage; movable - rotating centers and themes; storage for shop supplies
Movable Furniture	Project Workstations; Movable Benches
Movable Furniture cont'	Wall stations for creating and building: cork board area, lego wall, magnetic wall, etc
Plumbing	Automatic Hand Wash Basin (large)
Equipment	Small hand tools, power tools for assembly and cutting, etc.; possible small welding/ assembly

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	12'0" min; painted finish; roll up door to exterior desirable
Ceiling	Acoustical ceiling, power drops from ceiling (movable)

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired	Desired	Y
Interior	Windows to core circulation	Y	N

TECHNOLOGY

Voice	Telephone; handset; intercom
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack); LED panels
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door (s)
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Emergency power shut off
2.0	Eye wash, fire blanket and emergency dump shower

Room Design Criteria

NAME OF SPACE:	3.03.02.05 Small Group Room
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Small Meeting Area for Students
Operational	Group Work/ Conference Area
Community	Possible Parent Volunteers Utilizing this Room

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Media Center; Visual Access from Media Center to this Room
Indirect/Near:	Core Circulation
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Medium sound levels
Lighting	Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Work Area for book repair, binding

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tack Board, 4' X 4' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Table; Chairs for up to 6
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	N
Interior	Side Lights at Doors; Privacy Blinds	N	N

TECHNOLOGY

Voice	NA
Data	LAN access; possible wireless
Audio/Visual	Possible TV Connection
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.03.02.06 Technology Recharge/ Printing Stations
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Area for students to recharge technology and/or print documents wirelessly
Operational	Self-Service printing and recharge bars
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Learning Labs
Not Adjacent/Separate:	Mechanical rooms

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	NA
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Open printing/recharge bar; not a separate room

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Lockable paper and printing supply storage
Movable Furniture	Possible under counter stools
Projection Surfaces	NA
Cabinetry	Wall mounted counter
Equipment	Printers/ electrical and USB outlets for charging

INTERIOR FINISHES

Flooring	Hard surface or Carpet
Walls	9'0" min; painted finish
Ceiling	Same as Collaboration Area

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.03.02.07 Community Restrooms
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1-6

ACTIVITIES & FUNCTION

Educational	NA
Operational	Student RR; Serves up to 6; Community RR to serve learning lab areas
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To Community Collaboration
Indirect/Near:	Near learning labs and fabrication/maker area/STEAM
Not Adjacent/Separate:	Support Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sinks; floor drains; toilets
Cabinetry	Not required
Equipment	Trash receptacles, soap dispenser, toilet paper dispenser, mirror; paper towel dispenser

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; tile to ceiling in toilet areas
Ceiling	gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Hand washing to be located in entry maze, not within RR
2.0	Doors to be maze entry

Room Design Criteria

NAME OF SPACE:	3.03.02.08 Project Storage
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Rack storage for ongoing student projects
Operational	Storage with open shelving
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Fabrication/Maker/ STEAM
Indirect/Near:	Learning Lab Areas
Not Adjacent/Separate:	Mechanical rooms

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	NA
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area; Metal shelving

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage; metal shelving; may be wall and free standing or rolling
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Hard surface
Walls	9'0" min; painted finish
Ceiling	Gypsum board/ hand lid

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.03.02.09 Staff Restrooms
Program:	3.0 Communities/ 3.03 Community Areas 7/8th
Number of Occupants	1

ACTIVITIES & FUNCTION

Educational	NA
Operational	Staff RRs
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Community Collaboration
Indirect/Near:	Near learning labs and discovery area
Not Adjacent/Separate:	Support Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sink; floor drain; toilet
Cabinetry	Not required
Equipment	Trash receptacle, soap dispenser, toilet paper dispenser, mirror; paper towel dispenser

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; tile to ceiling in toilet areas
Ceiling	gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Lockable Door

Room Design Criteria

NAME OF SPACE:	3.04.01 Autism/Cognition Classroom
Program:	3.0 Communities/ 3.04 Community Areas Special Needs
Number of Occupants	1 Teaching Staff; Up to 12 Students

ACTIVITIES & FUNCTION

Educational	Instructional area for special needs students that need full day self-contained environment
Operational	Multi-use classroom arrangements
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Life Skills Area/Sensory; SC Restroom; Calming Space
Indirect/Near:	Other classroom areas; Life Skill/Sensory Area
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from hallways; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Student instructional area; conducive to multiple arrangements

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Teacher desk and chair; 12 student chairs/ desks; possible isolation area or units
Projection Surfaces	LED Panels
Cabinetry	Upper/Lower Cabinets and Small Kitchen Area with Sink
Equipment	Sink and Bubbler

INTERIOR FINISHES

Flooring	Carpet and Hard Surface as Required by District
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	Y	Y
Interior	Window to circulation areas; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; robust wireless
Audio/Visual	LED Panels
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.04.02 Life Skills/ Sensory Area
Program:	3.0 Communities/ 3.04 Community Areas Special Needs
Number of Occupants	1 Teaching Staff; Up to 12 Students

ACTIVITIES & FUNCTION

Educational	Enhancement Area for Students to Learn Everyday Skills and Therapy Area
Operational	Therapy Equipment and Kitchen/Living Area
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Autism/Cognition Classroom
Indirect/Near:	Other classroom areas; Life Skill/Sensory Area
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from hallways; low to medium sound levels
Lighting	Non-glare; Adjustable (variable and dimmable)
HVAC	AC + natural ventilation desired
Aesthetic	Therapy Room; Kitchen; Living Areas

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and upper/lower cabinets
Movable Furniture	Table for 4-6; Living Room Furniture
Projection Surfaces	NA
Cabinetry	Upper/Lower Cabs and Small Kitchen Area with Sink, Microwave, Range/Stove, Refrigerator
Equipment	Swing, Walkers, Mats, Exercise Balls, Barre, Yoga Mats, Standing Tables, Cave Tunnels

INTERIOR FINISHES

Flooring	Carpet and Hard Surface in Kitchen
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile or Open

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	Y	Y
Interior	Window to circulation areas; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom; Sound System for Calming Music
Data	LAN access; robust wireless
Audio/Visual	LED Panels
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.04.02 Self-Contained Restroom
Program:	3.0 Communities/ 3.04 Community Areas Special Needs
Number of Occupants	1 student, possible attendant

ACTIVITIES & FUNCTION

Educational	NA
Operational	Student Handicapped RR
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To self-contained classroom
Indirect/Near:	NA
Not Adjacent/Separate:	To circulation

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sinks; floor drains; toilets
Cabinetry	Possible cabinetry for student change of clothes
Equipment	Trash receptacles, soap disp, toilet paper disp, mirror

INTERIOR FINISHES

Flooring	Hard surface; floor drain
Walls	9'0" min; epoxy painted finish CMU; wainscot to 4' in toilet areas
Ceiling	May be acoustical or gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.04.04 Speech/Language Therapist
Program:	3.0 Communities/ 3.04 Community Areas Special Needs
Number of Occupants	1 Staff Station; 2-3 Visitors

ACTIVITIES & FUNCTION

Educational	Speech therapy
Operational	Speech/language assessments; therapy
Community	Interaction with students, staff and parents

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Core Circulation
Indirect/Near:	Near Classroom areas
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	4' x 4' tackable surface
Storage	General and secure; lockable door and cabinets
Movable Furniture	Staff desk; 2-3 guest chairs; staff chair; table
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer and 2 drawer
Equipment	Computer, possible printer

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	Window to Hall or Entry; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; possible wireless
Audio/Visual	NA
Clock/Intercom	Standard school clock
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.04.05 School Psychologist
Program:	3.0 Communities/ 3.04 Community Areas Special Needs
Number of Occupants	1 Staff Station; 2-3 Visitors

ACTIVITIES & FUNCTION

Educational	School Psychologist
Operational	Student Therapy; Parent Meetings
Community	Interaction with students, staff and parents

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Core Circulation
Indirect/Near:	Near Classroom areas
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	4' x 4' tackable surface
Storage	General and secure; lockable door and cabinets
Movable Furniture	Staff desk; 2-3 guest chairs; staff chair; table
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer and 2 drawer
Equipment	Computer, possible printer

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	Window to Hall or Entry; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; possible wireless
Audio/Visual	NA
Clock/Intercom	Standard school clock
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	3.04.06 Calming Space
Program:	3.0 Communities/ 3.04 Community Areas Special Needs
Number of Occupants	1 Staff; 1 Student

ACTIVITIES & FUNCTION

Educational	Calming area for autistic students
Operational	Area for students to safely de-stress
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Autism/Cognition Classroom
Indirect/Near:	Life Skills/ Sensory Area
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation mandatory
Lighting	Non-glare; low light (variable); possibly with night light
HVAC	AC + natural ventilation desired
Aesthetic	Padded Area

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	Possible sensory blankets, pillows, sensory tubes
Projection Surfaces	NA
Cabinetry	NA
Equipment	Wall, Ceiling and Floor Pads

INTERIOR FINISHES

Flooring	Carpet
Walls	Fully Padded Walls in Calming Colors (blue, green, or purple)
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	No Windows		
Interior	Window to Classroom; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; possible wireless
Audio/Visual	Speakers for calming music
Clock/Intercom	Standard school clock
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Door must have view panel with full view of interior of calming room

Room Design Criteria

NAME OF SPACE:	3.04.07 Social/ Emotional Classroom
Program:	3.0 Communities/ 3.04 Community Areas Special Needs
Number of Occupants	1 Staff Station; 12 Students

ACTIVITIES & FUNCTION

Educational	Students with social/emotional issues are given extra attention
Operational	Students work at individual pace on assignments and credits
Community	Interaction with students, staff and parents

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Circulation
Indirect/Near:	All Team Areas
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets
Movable Furniture	Staff desk; staff chair; student work areas for 12 (may be individual cubicles)
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer and 2 drawer, full height wall cabinets
Equipment	Access to laptops, possible printer

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	Window to Hall or Entry; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; possible wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	4.01.01 Gymnasium Court Area
Program:	4.0 Physical Activity Areas
Number of Occupants	2 Teaching Staff; Up to 60 Students

ACTIVITIES & FUNCTION

Educational	Multiuse physical education instructional area
Operational	Utilized for basketball, volleyball and other PE activities; 1 full court - 2 cross courts
Community	Possible after hours use by parents and community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Physical education entry area; adjoining PE storage; bleachers
Indirect/Near:	Front of campus access for possible community use; able to utilize independently
Not Adjacent/Separate:	Quiet areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from core educational areas; high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Community Gymnasium

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tackable Surface 4' X 4' Min
Storage	General mat storage, may be wall-mounted; equipment storage
Movable Furniture	Exercise mats; exercise balls; jump ropes, etc. to be stored in adjacent PE storage
Projection Surfaces	NA
Cabinetry	NA
Equipment	Sound system; Retractable BB Goals; Volleyball standards; Data port for Ref Equip; Scoreboard

INTERIOR FINISHES

Flooring	Rubber Poured Flooring or Wood as Required by District
Walls	20'0" min - 25'0" NCAA; divisable curtains (into 2 courts)
Ceiling	Open Joist

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired ; 50-70 fc	N	N
Interior	Window to circulation or entry areas	N	N

TECHNOLOGY

Voice	Sound System as Required by District
Data	LAN access; possible wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom; Safety Covers
Security	Lockable doors
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	4.01.02 Bleachers
Program:	4.0 Physical Activity Areas
Number of Occupants	1200

ACTIVITIES & FUNCTION

Educational	Multiuse physical education instructional area
Operational	Seating for athletics
Community	Possible after hours use by parents and community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Gymnasium
Indirect/Near:	Gymnasium Entry
Not Adjacent/Separate:	Quiet areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from core educational areas; high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Part of the Gymnasium

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	Retracting Bleachers
Projection Surfaces	Possible
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Rubber Poured Flooring or Wood
Walls	20'0" -25'0"
Ceiling	Open

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	N
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	LAN access; possible wireless; Data port and power for Ref Equipment
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	4.01.03 Auxillary Gymnasium
Program:	4.0 Physical Activity Areas
Number of Occupants	2 Teaching Staff; Up to 60 Students

ACTIVITIES & FUNCTION

Educational	Multiuse physical education instructional area
Operational	Utilized for basketball, volleyball and other PE activities; divisable curtains
Community	Possible after hours use by parents and community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Physical education entry area; adjoining PE storage
Indirect/Near:	Front of campus access for possible community use; able to utilize independently; Gymnasium
Not Adjacent/Separate:	Quiet areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from core educational areas; high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Community Gymnasium

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tackable Surface 4' X 4' Min
Storage	General mat storage, may be wall-mounted; equipment storage
Movable Furniture	Exercise mats; exercise balls; jump ropes, etc. to be stored in adjacent PE storage
Projection Surfaces	NA
Fixed Seating	Bench Areas for Team Benches
Equipment	Sound system; Retractable BB Goals; Volleyball standards;

INTERIOR FINISHES

Flooring	Rubber Poured Flooring or Wood as Required by District
Walls	20'0" min - 25'0" NCAA; divisable curtains (into 2 courts)
Ceiling	Open Joist

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired ; 50-70 fc	N	N
Interior	Window to circulation or entry areas	N	N

TECHNOLOGY

Voice	Sound System as Required by District
Data	LAN access; possible wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom; Safety Covers
Security	Lockable doors
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	4.01.04 Girls Locker
Program:	4.0 Physical Activity Areas
Number of Occupants	Up to 30 Students

ACTIVITIES & FUNCTION

Educational	Supports the PE program; PE dress out area
Operational	Student dressing
Community	Possible use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To PE areas: fitness and equipment rooms
Indirect/Near:	Near entry areas and exterior access to fields or exterior exercise
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tackable Surface 4' X 4' Min at entries for notices
Storage	Locker Storage
Movable Furniture	NA
Plumbing	floor drains
Cabinetry	Lockers 300 units; small units; fixed benches for dressing
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; epoxy painted finish CMU; wainscot to 4' in shower and toilet areas
Ceiling	Gyp-board, painted ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; 50-70 fc		
Interior	Window to staff office areas; Privacy Blinds	N	Y

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Exterior Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Lockers to district standard

Room Design Criteria

NAME OF SPACE:	4.01.05 Girls Shower, Toilet
Program:	4.0 Physical Activity Areas
Number of Occupants	5-6 students

ACTIVITIES & FUNCTION

Educational	Supports the PE program; PE dress out area
Operational	Student dressing, bathing and toilet area
Community	Possible use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To PE areas: locker rooms
Indirect/Near:	Near entry areas and exterior access to fields or exterior exercise
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	Privacy curtains in dressing/shower areas
Plumbing	Hot/Cold for showers and sinks; floor drains; toilets
Cabinetry	NA
Equipment	Shower fixtures w/ privacy panels; toilets; sinks; soap dispensers; trash receptacles

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; epoxy painted finish CMU or tile; wainscot to ceiling in shower and toilet areas
Ceiling	Gyp-board, painted ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; 50-70 fc		
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	4.01.06 Athletic Locker Area
Program:	4.0 Physical Activity Areas
Number of Occupants	Up to 30 Students

ACTIVITIES & FUNCTION

Educational	Supports the PE program; Athletic Dress Out
Operational	Student dressing
Community	Possible use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To PE areas: locker room, toilets and showers
Indirect/Near:	Near entry areas and exterior access to fields or exterior exercise
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tackable Surface 4' X 4' Min at entries for notices
Storage	Locker Storage
Movable Furniture	NA
Plumbing	floor drains
Cabinetry	Lockers 50 units; tall units; fixed benches for dressing
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; epoxy painted finish CMU; wainscot to 4' in shower and toilet areas
Ceiling	Gyp-board, painted ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; 50-70 fc		
Interior	Window to staff office areas; Privacy Blinds	N	Y

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Exterior Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Lockers to district standard

Room Design Criteria

NAME OF SPACE:	4.01.07 Boys Locker
Program:	4.0 Physical Activity Areas
Number of Occupants	Up to 27 Students

ACTIVITIES & FUNCTION

Educational	Supports the PE program; PE dress out area
Operational	Student dressing
Community	Possible use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To PE areas: fitness and equipment rooms
Indirect/Near:	Near entry areas and exterior access to fields or exterior exercise
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tackable Surface 4' X 4' Min at entries for notices
Storage	Locker Storage
Movable Furniture	NA
Plumbing	floor drains
Cabinetry	Lockers 300 units; small units; fixed benches for dressing
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; epoxy painted finish CMU; wainscot to 4' in shower and toilet areas
Ceiling	Gyp-board, painted ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; 50-70 fc		
Interior	Window to staff office areas; Privacy Blinds	N	Y

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Exterior Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Lockers to district standard

Room Design Criteria

NAME OF SPACE:	4.01.08 Boys Shower, Toilet
Program:	4.0 Physical Activity Areas
Number of Occupants	5-6 students

ACTIVITIES & FUNCTION

Educational	Supports the PE program; PE dress out area
Operational	Student dressing, bathing and toilet area
Community	Possible use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To PE areas: locker rooms
Indirect/Near:	Near entry areas and exterior access to fields or exterior exercise
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	Privacy curtains in dressing/shower areas
Plumbing	Hot/Cold for showers and sinks; floor drains; toilets; urinals
Cabinetry	NA
Equipment	Shower fixtures w/ privacy panels; toilets; sinks; soap dispensers; trash receptacles

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; epoxy painted finish CMU or tile; wainscot to ceiling in shower and toilet areas
Ceiling	Gyp-board, painted ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; 50-70 fc		
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	4.01.09 Weight Room
Program:	4.0 Physical Activity Areas
Number of Occupants	1 Teaching Staff; Up to 30 Students

ACTIVITIES & FUNCTION

Educational	Training area for PE and Athletics; Boys and Girls
Operational	Students utilize free weights and weight machines to strengthen and tone
Community	Possible after hours use by parents and community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Core circulation; Visual Access to Exterior if possible
Indirect/Near:	Access for possible community use; able to utilize independently
Not Adjacent/Separate:	Quiet areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from core educational areas; high sound levels
Lighting	Non-glare; Natural light required; 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation required
Aesthetic	Community Fitness Aesthetic; Circuit area, Free Weights and Mats

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General mat storage, may be wall-mounted; equipment storage
Movable Furniture	Exercise mats; balls; jump ropes, etc. to be stored in adjacent PE storage
Projection Surfaces	NA
Cabinetry	Lockable unit w upper/ lower cabinets for CD/DVD storage
Equipment	Sound system; CD/CVD player; Circuit Equipment; Free Weights; Mats

INTERIOR FINISHES

Flooring	Possible Rubber Flooring as specified by District
Walls	12'0" min; painted finish
Ceiling	Acoustic ceiling tile; zoned lighting; lighting designed to be non-breakable

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light required; 50-70 fc	Y	Y
Interior	Window to circulation or entry areas; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; possible wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable door and cabinet
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Poured Rubber Flooring; Wall Padding

Room Design Criteria

NAME OF SPACE:	4.01.10 Concessions
Program:	4.0 Physical Activity Areas
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	Concessions area for Gymnasium
Operational	Food Distribution and snacks
Community	Use by Volunteers

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To Lobby Areas
Indirect/Near:	Near Circulation
Not Adjacent/Separate:	NA

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	NA
Lighting	Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired
Plumbing	if fixed, for drink dispenser machines, hand sink; floor drains
Aesthetic	Design for efficiency; simple queuing

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General open shelving and secure
Movable Furniture	cold/ beverage storage
Projection Surfaces	NA
Cabinetry	stainless work counters and sink
Equipment	Beverage machine possible; food service consultant to select

INTERIOR FINISHES

Flooring	Hard Surface; Seamless
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile or Hard lid

WINDOWS

		Operable?	Shades?
Exterior	Non-glare; 50-70 fc	N	N
Interior	Window to lobby with rollup, lockable door	N	N

TECHNOLOGY

Voice	NA
Data	Robust wireless and/ or wired LAN for points of sale
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code; Fire Alarm Pull

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	4.01.11 Ticket Booths
Program:	4.0 Physical Activity Areas
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	Supports Athletics Program
Operational	Ticket Booths for Two Entry Points into Gym (to streamline entry)
Community	Use by Volunteers

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To Lobby Areas
Indirect/Near:	Near Circulation
Not Adjacent/Separate:	NA

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	NA
Lighting	Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Design for efficiency; simple queuing

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General open shelving and secure
Movable Furniture	Stool
Projection Surfaces	NA
Cabinetry	Ticket Counter and Window
Equipment	Computer or Cash Register

INTERIOR FINISHES

Flooring	Hard Surface; Seamless
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile or Hard lid

WINDOWS

		Operable?	Shades?
Exterior	NA	N	N
Interior	Window to lobby with rollup, lockable door	N	N

TECHNOLOGY

Voice	NA
Data	Robust Wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code; Fire Alarm Pull

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	4.02.01 Coaches Offices/ Showers/ Toilets
Program:	4.0 Physical Activity Areas
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Physical Education Teaching staff office, computer work, phone calls
Operational	Prepare instructional plan for Physical Education
Community	Meetings with parents, community possible

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Visual to Locker Areas
Indirect/Near:	Physical Education Room
Not Adjacent/Separate:	NA

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tack Boards for School Information and Display
Storage	General and secure; lockable door and cabinets
Movable Furniture	Staff desk; staff chair (up to 2 each)
Plumbing	Hot/Cold for showers and sinks; floor drains; toilets; urinals
Cabinetry	File storage, 4 drawer and 2 drawer; Lockers (approx 4 in each teacher locker room)
Equipment	Computer, possible printer(s)

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	None required		
Interior	Window to Locker Rooms	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; possible wireless
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	4.02.02 PE Storage/ Equipment Storage
Program:	4.0 Physical Activity Areas
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Bulk storage for Physical Education equipment and accessories
Operational	Storage with open shelving; *SF is Subdividable*
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Circulation and Gym Areas
Indirect/Near:	Physical Education Staff Offices
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area; Metal shelving

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open Storage Should be Sized to Appropriate Depths
Movable Furniture	Movable Storage Baskets (large)
Projection Surfaces	NA
Cabinetry	NA
Equipment	Variety of Equipment Dependent Upon Season; Plan for Longer Term Storage Rotation

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile or open

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	4.02.03 Laundry Room
Program:	4.0 Physical Activity Areas
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	NA
Operational	Laundry Area for PE uniforms and textiles
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Circulation
Indirect/Near:	Physical Education Staff Offices
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation required
Aesthetic	Organized storage area; Metal shelving

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage; metal shelving
Movable Furniture	NA
Plumbing	Hot/Cold Water, Floor Drains, Ventilation for Dryers
Equipment	Commercial Washer, Dryer Units, Hot Water heater

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile or open

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	View Panel	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.01.01 Art Classroom
Program:	5.01 Visual Arts
Number of Occupants	1 Teacher; Up to 30 students

ACTIVITIES & FUNCTION

Educational	Art instruction; may be multi-media
Operational	Area should be able to be used for multiple projects and seating arrangements
Community	Possible after hours use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Kiln Area, Storage
Indirect/Near:	Near other Visual Arts areas
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Student Instructional area; conducive to display student projects

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Teacher desk and chair; Teacher podium; 30 student stools and art desks for 30
Projection Surfaces	Projection Screen
Cabinetry	Base and wall cabinetry; variety of storage for art supplies including flat file and poster storage
Equipment	Stainless, deep sinks with hot/cold water, clay traps

INTERIOR FINISHES

Flooring	Hard Surface; floor drains with sediment traps
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light from North desired	N	Y
Interior	Windows to core circulation	N	Y

TECHNOLOGY

Voice	Telephone; handset; intercom
Data	LAN access; possible wireless
Audio/Visual	TV Video Input (jack)
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.01.02 Kiln Area
Program:	5.01 Visual Arts
Number of Occupants	1 Teacher

ACTIVITIES & FUNCTION

Educational	NA
Operational	Firing of student projects
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Art Classroom
Indirect/Near:	Art supply storage
Not Adjacent/Separate:	Core circulation

ENVIRONMENT

Temperature	70-78 degrees; Note - this area may be exterior; prefer separate room or area
Acoustic	Acoustic separation; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; adequate ventilation for kiln
Aesthetic	NA

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage with metal shelving
Movable Furniture	Clay bin, Vacuum for clay dust
Projection Surfaces	NA
Cabinetry	Metal cabinets for storing glaze
Equipment	Kiln

INTERIOR FINISHES

Flooring	Tile or sealed concrete
Walls	Masonry walls on all sides
Ceiling	Hand lid

WINDOWS		Operable?	Shades?
Exterior	NA	N	N
Interior	View Panel	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.01.03 Storage
Program:	5.01 Visual Arts
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	Bulk storage for Classroom equipment and accessories
Operational	Storage with open shelving
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Visual Arts classroom
Indirect/Near:	Kiln room
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area; Metal shelving

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage; metal shelving
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile or open

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	View Panel	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.01 Band Classroom & Instrument Storage
Program:	5.0 Performing/Visual Arts
Number of Occupants	1 Teacher; Up to 80 students

ACTIVITIES & FUNCTION

Educational	Music instruction
Operational	Band Rehearsal Area
Community	Possible after hours use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Core circulation
Indirect/Near:	Staff Offices
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from classrooms; possible high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Professional, comfortable, discreet

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets; lockable instrument storage
Movable Furniture	Teacher desk and chair; Teacher podium; 80 student music chairs and stands
Projection Surfaces	Projection Screen
Cabinetry	Musical instrument storage cabinets
Equipment	Teacher computer, Possible portable risers; Piano; Recording Equipment

INTERIOR FINISHES

Flooring	Carpet
Walls	18'0" min; painted finish; possible acoustic panels; not parallel; double doors no mullion or removable
Ceiling	Acoustic ceiling tile or treatment

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	Visual to core circulation	N	Y

TECHNOLOGY

Voice	Telephone; handset; intercom
Data	LAN access; possible wireless
Audio/Visual	TV Video Input (jack); Sound System, Metronome and Recording; 2 LED Screens on Walls
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door; Security Cameras
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.02 Band Instrument Storage
Program:	5.0 Performing/Visual Arts
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	Bulk storage for Band Instruments
Operational	Storage with open shelving; Cage fronts
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Perforning Arts Hallway/Circulation
Indirect/Near:	Music Rooms
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area; Metal shelving

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Wenger Cabinets or other Instrument Lockers
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	Band instrument storage cabinets; lockable
Equipment	NA

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling or open

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door if separate room
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.03 Music Practice Rooms
Program:	5.0 Performing/Visual Arts
Number of Occupants	1-2 Occupants

ACTIVITIES & FUNCTION

Educational	Individual and Small Group Rehearsal; possible MIDI area
Operational	Acoustically separate from band room
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Band Classroom
Indirect/Near:	Instrument Storage
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from all other areas; high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean, open

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Carpet
Walls	Acoustic Treatment
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	NA		

TECHNOLOGY

Voice	NA
Data	LAN access; possible wireless
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.04 Ensemble Room
Program:	5.0 Performing/Visual Arts
Number of Occupants	10-12 Students

ACTIVITIES & FUNCTION

Educational	Ensemble Rehearsal Room
Operational	10-12 Student Rehearsal Area for Band or Choir
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Visual access from Band Classroom, Choral Classroom, or Offices
Indirect/Near:	Circulation
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from band and choral rooms
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean, open

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and Secure
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Carpet
Walls	Acoustic Treatment
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	Large View panels		

TECHNOLOGY

Voice	NA
Data	LAN access; possible wireless
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.05 Music Office and/or Workroom
Program:	5.0 Performing/Visual Arts
Number of Occupants	1-2 Staff Stations; per Office 2-3 Visitors

ACTIVITIES & FUNCTION

Educational	Music Teacher Office
Operational	Conduct activities such as computer work, grading papers, phone calls
Community	Interaction with students, staff and parents

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To Music Classrooms
Indirect/Near:	Instrument Storage
Not Adjacent/Separate:	Shop areas; Loading areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets
Movable Furniture	Staff desks; 2-3 guest chairs; staff chairs
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer and 2 drawer
Equipment	Computer, possible printer

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	Window to Hall or Entry; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; possible wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.06 Music Library
Program:	5.0 Performing/Visual Arts
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	Music Instruction
Operational	Storage of sheet music and other music related materials
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To Music Classroom
Indirect/Near:	Near Student practice areas
Not Adjacent/Separate:	Shop areas; Loading areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from entry areas; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Key work area; open and inviting

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and secure; lockable door and cabinets
Movable Furniture	File Storage and Side Table
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer and 2 drawers
Equipment	NA

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Windows preferred; borrowed light acceptable	Y	Y
Interior	Window to Hall or Entry; Privacy Blinds	N	Y

TECHNOLOGY

Voice	Telephone; handset with intercom
Data	LAN access; possible wireless
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.07 Orchestra Room
Program:	5.0 Performing/Visual Arts
Number of Occupants	1 Teacher; Up to 80 students

ACTIVITIES & FUNCTION

Educational	Music instruction for Orchestra
Operational	Orchestra Rehearsal
Community	Possible after hours use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Core circulation
Indirect/Near:	Staff Offices
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from classrooms; possible high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Professional, comfortable, discreet

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets; lockable instrument storage
Movable Furniture	Teacher desk and chair; Teacher podium; 80 student music chairs and stands; Cello/Bass Racks
Projection Surfaces	Projection Screen
Cabinetry	Musical instrument storage cabinets
Equipment	Teacher computer, Possible portable risers; Piano

INTERIOR FINISHES

Flooring	Carpet
Walls	18'0" min; painted finish; possible acoustic panels; not parallel; double doors no mullion or removable
Ceiling	Acoustic ceiling tile or treatment

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	Visual to core circulation	N	Y

TECHNOLOGY

Voice	Telephone; handset; intercom
Data	LAN access; possible wireless
Audio/Visual	TV Video Input (jack); Sound System, Metronome and Recording; 2 LED Screens on Walls
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door; Security Cameras
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.08 Music Practice Rooms
Program:	5.0 Performing/Visual Arts
Number of Occupants	1-2 Occupants

ACTIVITIES & FUNCTION

Educational	Individual and Small Group Rehearsal; possible MIDI area
Operational	Acoustically separate from band room
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Orchestra Room
Indirect/Near:	Instrument Storage
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from all other areas; high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean, open

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Carpet
Walls	Acoustic Treatment
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	NA		

TECHNOLOGY

Voice	NA
Data	LAN access; possible wireless
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.09 Ensemble Room
Program:	5.0 Performing/Visual Arts
Number of Occupants	10-12 Students

ACTIVITIES & FUNCTION

Educational	Ensemble Rehearsal Room
Operational	10-12 Student Rehearsal Area for Band or Choir
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Visual access from Band Classroom, Choral Classroom, or Offices
Indirect/Near:	Circulation
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from band and choral rooms
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean, open

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and Secure
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Carpet
Walls	Acoustic Treatment
Ceiling	Acoustical ceiling

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	Large View panels		

TECHNOLOGY

Voice	NA
Data	LAN access; possible wireless
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.06 Choral Classroom
Program:	5.0 Performing/Visual Arts
Number of Occupants	1 Teacher ; Up to 50 students

ACTIVITIES & FUNCTION

Educational	Choral Music instruction
Operational	Area should be able to be used for multiple seating and standing arrangements
Community	Possible after hours use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Core circulation, Ensemble Rooms
Indirect/Near:	Staff Offices
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from classrooms; possible high sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Professional, comfortable, discreet

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets; lockable robe storage
Movable Furniture	Teacher desk and chair; Teacher podium; 50 student chairs; movable risers
Projection Surfaces	Projection Screen
Cabinetry	Supply Cabinets
Equipment	Teacher computer, Possible portable risers

INTERIOR FINISHES

Flooring	Carpet
Walls	12'0" min; painted finish; possible acoustic panels; double doors no mullion or removable
Ceiling	Acoustic ceiling tile or treatment

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	Visual to core circulation	N	Y

TECHNOLOGY

Voice	Telephone; handset; intercom
Data	LAN access; possible wireless
Audio/Visual	TV Video Input (jack); Sound System, Metronome and Recording
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door; Security Cameras
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.11 Choral Storage
Program:	5.0 Performing/Visual Arts
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	Bulk storage for Choral Supplies
Operational	Storage with open shelving and clothing rods
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Choral Room
Indirect/Near:	Staff Offices
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area; Metal shelving

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage; metal shelving
Movable Furniture	Possible side table for sorting
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Carpet or Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling or open

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.12 Theater Arts Black Box
Program:	5.0 Performing/Visual Arts
Number of Occupants	1 Teacher; Up to 45 students

ACTIVITIES & FUNCTION

Educational	Drama/ Theater Instruction
Operational	Utilized in Informal Presentation and Performing Arts Techniques
Community	Possible after hours use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Core circulation; Green Room; Storage
Indirect/Near:	Stage Platform and Storage
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from classrooms; possible high sound levels; sound attenuation
Lighting	Non-glare; 50-70 fc even across space; performance lighting/ variable with controls
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Open and Versatile Drama Area; Black Box Aesthetic

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Boards (2) 4' X 8'; Tackable Surface 4' X 8' Min
Storage	General and secure; lockable door and cabinets; lockable robe storage
Movable Furniture	Teacher desk and chair; 45 student chairs; movable risers; audience chairs
Projection Surfaces	LED Screen(s); May be portable
Cabinetry	Supply Cabinets Movable; Sound equipment cabinets may be movable
Equipment	Teacher computer, Possible portable risers or portable stage

INTERIOR FINISHES

Flooring	Hard Surface; Finished Concrete
Walls	18'0" min; painted finish; possible acoustic panels or curtains; double doors no mullion or removable
Ceiling	Open Ceiling; Structure for Possible Theater Lights

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	Visual to core circulation	N	Y

TECHNOLOGY

Voice	Telephone; handset; intercom
Data	LAN access; robust wireless
Audio/Visual	TV Video Input (jack); Sound system
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door; Security Cameras
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.13 Theater Arts Storage
Program:	5.0 Performing/Visual Arts
Number of Occupants	NA

ACTIVITIES & FUNCTION

Educational	Bulk storage for Theater Arts Supplies
Operational	Storage with open shelving and clothing rods
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Theater Arts
Indirect/Near:	Staff Offices
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Organized storage area; Metal shelving

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Open storage; metal shelving
Movable Furniture	Possible side table for sorting
Projection Surfaces	NA
Cabinetry	NA
Equipment	NA

INTERIOR FINISHES

Flooring	Carpet or Hard Surface
Walls	9'0" min; painted finish
Ceiling	Acoustical ceiling or open

WINDOWS		Operable?	Shades?
Exterior	NA		
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	5.02.14 Green Room/ Dressing Areas
Program:	5.0 Performing/Visual Arts
Number of Occupants	Up to 5 Students

ACTIVITIES & FUNCTION

Educational	Supports the Theater Arts Program; Dressing Area for Performances
Operational	Student dressing
Community	Possible use by community

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To Black Box
Indirect/Near:	Near circulation
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tackable Surface 4' X 4' Min at entries for notices
Storage	Locker Storage
Movable Furniture	NA
Plumbing	NA
Cabinetry	Cubbies and Open Shelving; Possible limited lockers; Rolling Costume Racks
Equipment	Possible Sink(s) w Counter

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; Gyp Board Painted
Ceiling	Acoustic Ceiling Tile

WINDOWS		Operable?	Shades?
Exterior	NA	N	N
Interior	NA	N	N

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Exterior Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	6.01.01 iRead Zone -Books/Resources
Program:	6.01 Media and Technology Resources
Number of Occupants	Up to 60

ACTIVITIES & FUNCTION

Educational	Books and Periodicals for student resource and reading
Operational	Display Shelving: 12,000 books (some books may be on rolling racks in communities)
Community	Possible Community Use for Meetings

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	iStudy/Research, iAsk; Core Circulation
Indirect/Near:	Small Group Meeting Rooms
Not Adjacent/Separate:	Building Support

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation; low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Book display and resource area

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	Movable Stacks for 12,000 vol min, magazine racks; Soft Seating
Projection Surfaces	NA
Cabinetry	Book storage shelving; low height (>4') in open areas, higher on perimeter walls
Equipment	NA

INTERIOR FINISHES

Flooring	Hard surface w/ area rugs or Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	Open

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	NA		

TECHNOLOGY

Voice	NA
Data	LAN access; robust wireless
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door; Security Cameras possible
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	6.01.02-3 iStudy/Research Zone & iCreate/iPlay Zone
Program:	6.01 Media and Technology Resources
Number of Occupants	Up to 60

ACTIVITIES & FUNCTION

Educational	Supplementary learning area and tinker space
Operational	Area for presentations, group meetings, study, project work
Community	May be used for community learning activities; Multicultural/ Generational Learning

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Core Circulation; Easy for Visitors to Locate
Indirect/Near:	Other community resources such as Auditeria
Not Adjacent/Separate:	Service Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic treatment; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Comfortable, bright, cheerful, flexible space; movable furniture

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Marker Board, Tack Board
Storage	Movable
Movable Furniture	Movable Tables and Chairs for up to 60; Variety of Groupings and Heights
Projection Surfaces	LED panel(s)
Cabinetry	Possible fixed cabinetry; movable preferred
Equipment	LED panels and/or Ceiling Projector; tinker space tables and equipment

INTERIOR FINISHES

Flooring	Hard Surface or Carpet Tiles
Walls	12'0" min; painted finish
Ceiling	Vault to deck; open

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired; 50-70 fc	N	Y
Interior	To Circulation	N	Y

TECHNOLOGY

Voice	Telephone; handset
Data	LAN access; robust wireless
Audio/Visual	LED panels, acoustic enhancement desired
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	6.01.04 iTech Zone
Program:	6.01 Media and Technology Resources
Number of Occupants	8-12

ACTIVITIES & FUNCTION

Educational	Area for students to perform computer research; computer instruction; and get tech help
Operational	Research; Technology Help Desk; Quick Charging Station
Community	May be combined with books/resources area

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Books/Resources
Indirect/Near:	Core circulation; accessible from learning communities
Not Adjacent/Separate:	Noisy areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from quiet spaces; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Resource bar (help counter) and technical research area

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	General and Secure
Movable Furniture	Movable tables and chairs comfortable for laptop or tablet use
Projection Surfaces	Projection screen
Cabinetry	Lower cabinet supply storage; tech help desk counter at standing and HC height
Equipment	Strip power; tablets, computers, laptops; printer

INTERIOR FINISHES

Flooring	Hard surface or Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired; 50-70 fc	N	Y
Interior	Visual to reading area	N	Y

TECHNOLOGY

Voice	Telephone; handset
Data	LAN access (multiple ports); robust wireless
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Electrical	Charging Station(s) for Devices

Room Design Criteria

NAME OF SPACE:	6.01.05 iAsk - Resource Desk
Program:	6.01 Media and Technology Resources
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Student and Staff Assistance accessing Resources
Operational	Tech and Research Support
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	iRead, iStudy Zones
Indirect/Near:	iCreate, iTech Zones
Not Adjacent/Separate:	Mechanical Rooms

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Low to medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired
Aesthetic	Work Area and Information counter

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Lower cabinets and file drawers
Movable Furniture	NA
Projection Surfaces	NA
Cabinetry	Built in circulation counter with handicapped check-in portion, Book drop integrated
Equipment	Self book checkout equipment; media resource computer; printer

INTERIOR FINISHES

Flooring	Hard Surface or Carpet Tiles
Walls	9'0" min; painted finish
Ceiling	Open

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	Y
Interior	NA		

TECHNOLOGY

Voice	Telephone; handset
Data	LAN access; robust wireless; possible fax line
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Potential Book Security System
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	6.01.06 Small Group Rooms
Program:	6.0 Media Center
Number of Occupants	6-8 persons

ACTIVITIES & FUNCTION

Educational	Small Meeting Area for Students, Staff or Community
Operational	Group Work/ Conference Area
Community	Possible Parent Volunteers Utilizing this Room

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	iStudy/Research
Indirect/Near:	Core Circulation
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Medium sound levels
Lighting	Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Small Group Conference/Work Room

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tack Board, 4' X 4' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	Table; Chairs for up to 8
Projection Surfaces	LED panel
Cabinetry	Possible lower cabinet @ 4' for storage
Equipment	NA

INTERIOR FINISHES

Flooring	Carpet
Walls	9'0" min; painted finish
Ceiling	Acoustic ceiling tile

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	N
Interior	Transparency to Media Center; Privacy Blinds	N	N

TECHNOLOGY

Voice	NA
Data	LAN access; possible wireless
Audio/Visual	Possible TV Connection
Clock/Intercom	NA
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	6.02.01 Storage Zone
Program:	6.02 Staff Areas
Number of Occupants	1-2 Staff

ACTIVITIES & FUNCTION

Educational	Support for Library Staff
Operational	Support for Staff; Copying, Faxes, Printing; Lamination, Sorting; Binding
Community	Possible Parent Volunteers Utilizing this Room

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Media Center
Indirect/Near:	Core Circulation
Not Adjacent/Separate:	Public Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Medium sound levels
Lighting	Non-glare; 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Work Area for book repair, binding; storage of books and equipment

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	Tack Board, 4' X 4' Min
Storage	General and secure; lockable door and cabinets
Movable Furniture	File cabinets; trash cans (large)
Projection Surfaces	NA
Cabinetry	File storage, 4 drawer possible
Equipment	Printer, Fax Machine, Laminator, Binding Machine

INTERIOR FINISHES

Flooring	Hard Surface
Walls	9'0" min; painted finish
Ceiling	Open

WINDOWS		Operable?	Shades?
Exterior	Non-glare; Natural light desired (borrowed ok); 50-70 fc	N	N
Interior	Side Lights at Doors; Privacy Blinds	N	N

TECHNOLOGY

Voice	Telephone; handset
Data	LAN access; wireless; possible fax line
Audio/Visual	NA
Clock/Intercom	Standard Clock as utilized by district; Intercom
Security	Lockable Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Room Design Criteria

NAME OF SPACE:	6.02.02 Restrooms
Program:	6.02 Staff Areas
Number of Occupants	1

ACTIVITIES & FUNCTION

Educational	NA
Operational	Public RR/ Single Occupant
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	To common area or circulation
Indirect/Near:	Near learning labs and discovery area
Not Adjacent/Separate:	Support Areas

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	NA
Movable Furniture	NA
Plumbing	Hot/Cold for sink; floor drain; toilet
Cabinetry	Not required
Equipment	Trash receptacle, soap disp, toilet paper disp, mirror; paper towel disp

INTERIOR FINISHES

Flooring	Hard Surface; floor drains
Walls	9'0" min; tile to ceiling in toilet areas
Ceiling	gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	NA
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

1.0	Lockable Door

Room Design Criteria

NAME OF SPACE:	7.01.06 RR Faculty - Women
Program:	7.0 Support Areas
Number of Occupants	1 Occupant/ Women

ACTIVITIES & FUNCTION

Educational	Staff RR/ Women
Operational	Staff RR
Community	NA

FUNCTIONAL ADJACENCY REQUIREMENTS

Direct Access:	Main circulation
Indirect/Near:	Near support areas
Not Adjacent/Separate:	NA

ENVIRONMENT

Temperature	70-78 degrees
Acoustic	Acoustic separation from instructional areas; medium sound levels
Lighting	Non-glare; Natural light desired (borrowed ok); 50-70 fc even across space
HVAC	AC + natural ventilation desired; additional ventilation desired
Aesthetic	Clean and easy to maintain; Durable surfaces; Cheerful

FURNISHINGS/ INSTRUCTIONAL AIDS

Marker Boards/Tackable Surfaces	NA
Storage	Small cabinet for RR supplies
Movable Furniture	NA
Plumbing	Hot/Cold for sink; floor drains; toilet
Cabinetry	Sink Vanity
Equipment	Trash receptacle, soap dispenser, toilet paper dispenser, mirror

INTERIOR FINISHES

Flooring	Hard Surface; floor drain
Walls	9'0" min; epoxy painted finish CMU; wainscot to 4' in toilet areas
Ceiling	May be acoustical or gyp-board painted

WINDOWS		Operable?	Shades?
Exterior	No Windows; 50-70 fc lighting		
Interior	NA		

TECHNOLOGY

Voice	NA
Data	NA
Audio/Visual	NA
Clock/Intercom	NA
Security	Lockable Exterior Door
Fire Alarm	Smoke detector as required by Code

SPECIAL NOTES

Appendix B
Workshop Notes

Workshop notes are the detailed record of Educational Specification Committee workshops.

Planning for West Bloomfield School District
West Bloomfield Middle Schools

Learning Context

What are the most important features of the learning context (i.e., learning assets, challenges, opportunities, and aspirations) that should be considered in planning for West Bloomfield Middle Schools within the West Bloomfield School District?

Explanatory Note: The following notes were gathered during the learning context group exercise. Comments from all groups have been combined. The following analysis is designed to show the steps from the detailed statements developed at Steering Committee Meeting #1 to a final summary of this portion of the meeting. The aim is to show exactly how the summary was derived as a way to develop a full record of input, give the summary meaning and credibility, and to provide the opportunity for careful review of the logic that was applied.

Step 1: Listing of important features of learning context for primary education in the context of the upgrades to the Middle School (numbers represent number of votes; in order of number of votes, high to low).

COMMITTEE RESPONSES IN THIS SECTION ARE NOT EDITED; HOWEVER, ADDITIONAL NOTES MAY BE ADDED IN ITALICS.

Unique Assets (What is working and should be kept?)

- Community partnerships- 3 votes
- CKH (building relationships)- 3
- Center programs (S.E.) (E.I., C.I., ASD)- 3
- Fine arts + performing arts- 2
- Athletic opportunities- 2
- Technology- 2
- iCenter- 2
- Counseling and student support services- 2
- Wrap around programs (food pantry, etc)- 2
- Student leadership- 2
- Celebrate diversity- 2
- Religious diversity journeys- 2
- Strong, student centered, flexible staff- 2
- Intervention time/enrichment (advisory)- 2

- Social justice- 1
- Fluid with electives (by demand)- 1
- PLCs (professional learning communities)- 1
- Reading appreciation program- 1
- Student activities/clubs- 1
- Career fair- 1
- Culture fair- 1
- Connection between two middle schools through athletics- 1
- Garden
- Restorative practice

Challenges (What needs to be fixed?)

- Pick up, drop off (parking)- 3 votes
- Bottle hallways too thin- 3
- No theater space/auditorium- 3
- Bad cafeteria space- 3
- Band room acoustics- 3
- Charging spaces- 3
- Classroom size (physical)- 3
- Lines of site (supervision)- 3
- Purposeful art spaces- 3
- Natural light- 3
- Security- 3
- Limited special ed spaces- 3
- No outdoor athletics- 2
- Teacher collaboration/meeting spaces- 2
- Physical layout is choppy- 2
- Cannot have whole student body together- 2
- Gym size/ seating- 2
- Ability to bring more than just the class together (parents)- 2
- Furniture flexibility- 1
- Self contained specialty programs- 1
- No school store- 1
- Office privacy and confidentiality- 1
- Community spaces- 1
- Bathrooms (staff/student)- 1

- Lockers dedicated for athletics and fine arts- 1
- No designated counseling area- 1
- Locker room supervision- 1
- Sustainability- 1
- Physical space for storing food and supplies for children in need
- Office between classrooms
- Appropriate testing areas

Opportunities (What features cannot be taken advantage of?)

- Ability to truly be a middle school- 3
- Maker space for STEAM- 3
- Greenhouse/hoop house- 3
- Enclosed courtyard for students- 3
- Collaboration space for adults- 3
- Design of cafeteria for efficiency and create community- 3
- Spaces for students with special needs- 3
- Redesign of iCenter/ hub- 3
- Dedicated counseling office area- 3
- Ability to house all athletic programs and possibly expand programs- 3
- Redesign of master schedule- 2
- Community activities and clubs- 2
- Auditorium/ place for music and theater program- 2
- Continuation of magnet program- 2
- Gender neutral/family restrooms- 2
- Cameras/safety and security- 2
- Restorative practice space- 2
- Pool- 2
- Flexible outdoor learning playground for middle school- 2
- Auxiliary gym- 2
- Parking and traffic flow- 2
- Wide circulation/passing spaces- 2
- Flexible learning spaces/walls- 2
- Functional, comfortable staff lounge- 2
- Science spaces supportive of INQUIRY- 1
- Walking/running paths- 1
- Athletic fields- 1
- School resource space- 1

Culture

- High collaboration among staff- 3
- OLMs has, Abbot will have structured time to focus on social, emotional learning, and academics- 3
- Everyone is accepted and celebrated- some in community do not have that acceptance- staff really works on acceptance- 2
- Building respect for one another, personal responsibility, problem solving, accountability, through CKH- 2
- Building respect for one another, personal responsibility, problem solving, accountability, through restorative practices- 2
- Diversity- 2
- Merging two MS into one- 1
- Appropriate use of technology- 1
- Classroom supporting collaboration in various settings and ways- 1
- Developmental age of students- 1
- PBL steam goal
- Balance of choice and accountability (need independence and guidance)

Step 2: Clustering of related important features of learning context.

Unique Assets (What is working and should be kept?)

Program Offerings Support Student Needs 17

- Center programs (S.E.) (E.I., C.I., ASD)- 3
- Fine arts + performing arts- 2
- Athletic opportunities- 2
- Counseling and student support services- 2
- Wrap around programs (food pantry, etc)- 2
- Intervention time/enrichment (advisory)- 2
- Fluid with electives (by demand)- 1
- Reading appreciation program- 1
- Student activities/clubs- 1
- Connection between two middle schools through athletics- 1

Strong Community Partnerships 6

- Community partnerships- 3 votes
- CKH (building relationships)- 3
- Career fair- 1

Diversity is Celebrated 5

- Celebrate diversity- 2
- Religious diversity journeys- 2
- Culture fair- 1

Technology Support 4

- Technology- 2
- iCenter- 2

Student Leadership and Justice 3

- Student leadership- 2
- Social justice- 1

Staff Interest in Students and Support 3

- Strong, student centered, flexible staff- 2
- PLCs (professional learning communities)- 1

Challenges (What needs to be fixed?)

Existing Buildings and Grounds 50

- Bottle hallways too thin- 3
- No theater space/auditorium- 3
- Bad cafeteria space- 3
- Band room acoustics- 3
- Classroom size (physical)- 3
- Lines of site (supervision)- 3
- Purposeful art spaces- 3
- Natural light- 3
- Security- 3
- Limited special ed spaces- 3
- No outdoor athletics- 2
- Teacher collaboration/meeting spaces- 2
- Physical layout is choppy- 2
- Cannot have whole student body together- 2
- Gym size/ seating- 2
- Ability to bring more than just the class together (parents)- 2
- No school store- 1
- Office privacy and confidentiality- 1
- Community spaces- 1
- Bathrooms (staff/student)- 1

- Lockers dedicated for athletics and fine arts- 1
- No designated counseling area- 1
- Locker room supervision- 1
- Sustainability- 1

Site Circulation 3

- Pick up, drop off (parking)- 3 votes

Technology Support 3

- Charging spaces- 3

Furnishings 1

- Furniture flexibility- 1

Program Offerings 1

- Self contained specialty programs- 1

Opportunities (What features cannot be taken advantage of?)

Increase Opportunities for Collaboration 16

- Enclosed courtyard for students- 3
- Collaboration space for adults- 3
- Design of cafeteria for efficiency and create community- 3
- Redesign of iCenter/ hub- 3
- Flexible learning spaces/walls- 2
- Functional, comfortable staff lounge- 2

Increased Opportunities for Student Programs 16

- Ability to house all athletic programs and possibly expand programs- 3
- Auditorium/ place for music and theater program- 2
- Continuation of magnet program- 2
- Pool- 2
- Flexible outdoor learning playground for middle school- 2
- Auxiliary gym- 2
- Science spaces supportive of INQUIRY- 1
- Walking/running paths- 1
- Athletic fields- 1

Improved Opportunities for Student Support and Sensitivity to Student Needs 10

- Dedicated counseling office area- 3
- Gender neutral/family restrooms- 2

- Cameras/safety and security- 2
- Restorative practice space- 2
- School resource space- 1

Improve Middle School Culture and Practice 7

- Ability to truly be a middle school- 3
- Redesign of master schedule- 2
- Community activities and clubs- 2

Improve Hands-On Learning Opportunities 6

- Maker space for STEAM- 3
- Greenhouse/hoop house- 3

Improve/ Upgrade the Physical Environment 4

- Parking and traffic flow- 2
- Wide circulation/passing spaces- 2

Improve Learning Environment for Special Needs 3

- Spaces for students with special needs- 3

Culture

Acceptance of All Cultures/ Diversity/ Student Respect for All 8

- Everyone is accepted and celebrated- some in community do not have that acceptance- staff really works on acceptance- 2
- Building respect for one another, personal responsibility, problem solving, accountability, through CKH- 2
- Building respect for one another, personal responsibility, problem solving, accountability, through restorative practices- 2
- Diversity- 2

Age Appropriate Focus Middle Schoolers - Social, Emotional, and Academics 4

- OLMs has, Abbot will have structured time to focus on social, emotional learning, and academics- 3
- Developmental age of students- 1

Collaboration 4

- High collaboration among staff- 3
- Classroom supporting collaboration in various settings and ways- 1

Digital Citizenship 1

- Appropriate use of technology- 1

Blending Two Middle School Cultures to One 1

- Merging two MS into one- 1

Step 3: List Top Concepts for Learning Context

1. Provide Appropriate Environments and Tools for Learning – Create a learning environment that supports the core learning values expressed by WBSD. Learning environments enhance opportunities for collaboration, exploration, self-directed study, and social and cultural equity.

2. Improve Student Engagement through Enhanced Program Offerings – Personalize learning and deepen the learning experience by offering a variety of programs learning opportunities

3. Encourage and Support Collaborative Teaching and Learning – create an environment that supports teacher collaboration and curricular integration in teaching and learning

4. Demonstrate Social Equity/ Responsibility/ Social Interchange – Students are afforded the opportunity to appreciate their own and other's culture and demonstrate fairness and responsibility

5. Advance Learning Potential of the Community Middle School Concept– take full advantage of the academic, grade level, or progress groupings, as a small learning community, to build a cohesive culture and spirit and personalize learning

West Bloomfield School District
May 10, 2018

Planning for West Bloomfield School District
West Bloomfield Middle Schools

Learning Process

What are the most important features of the learning process (i.e., Instructional goals, Assessment goals, Curriculum goals) that should be considered in planning for West Bloomfield Middle Schools within the West Bloomfield School District?

Explanatory Note: The following notes were gathered during the learning process group exercise. Comments from all groups have been combined. The following analysis is designed to show the steps from the detailed statements developed at Steering Committee Meeting #2 to a final summary of this portion of the meeting. The aim is to show exactly how the summary was derived as a way to develop a full record of input, give the summary meaning and credibility, and to provide the opportunity for careful review of the logic that was applied.

Step 1: Listing of important features of learning organization for MIDDLE SCHOOL education in the context of a new WBSD MS.

COMMITTEE RESPONSES IN THIS SECTION ARE NOT EDITED; HOWEVER, ADDITIONAL NOTES MAY BE ADDED IN ITALICS.

Curriculum (Content)

- Rigorous- 3 votes
- S.M.A.R.T. goals (specific, measurable, attainable, relevant, timely)- 3
- Accessible- 3
- Inquiry based- 3
- Cross curricular- 2
- Vertically aligned- 2
- Standard based- 2
- Project/problem based- 2
- Includes social, emotional piece, 4 C's, and 21st century skills- 2
- Real world connections- 2
- Driven by application- 1
- Horizontally aligned- 1
- Differentiated- 1
- Knowledgeable and passionate about learning- 1
- Seeing the world through the lens of discipline
- Core content, multi-literacy
- Leverage
- Cutting edge technology

Instruction (Method)

- Standards based- 3
- Makes thinking visible- 3
- Personalized- 3
- Student discourse/talk (question asking)- 3
- Project/inquiry based- 3
- Active/interactive/hands-on- 3
- Full group/small group/individual grouping structures- 3
- Collaborative in nature- 3
- Technology use to support learning- 3
- Authentic (projects, tasks, assessment)- 3
- Encourages creativity- 3
- Interdisciplinary- 3
- Literacy across content areas- 3
- Design thinking- 3
- Not the end, it is the means- 1
- Student-led teaching- 1
- Engaging with community- 1
- Purpose- 1
- Passion for teaching. passion for learning
- Success criteria (learning targets, goals)

Assessment (Feedback)

- Projects- 3
- Presentations- 3
- Products- 3
- Class discussions- 3
- Exit tickets- 3
- Performances- 3
- Computer test- 3
- Quizzes- 3
- Paper/pencil tests- 3
- Question and answer- 3
- Oral tests (world language)- 3
- Think/pair/share- 3
- Formative and summative- 3
- Visible thinking strategies-2
- Self/peer assessments- 2
- Focus on process, not product- 1
- Rubrics- 1
- Portfolios- 1
- Standards based learning (clear learning targets)- 1

- Continuous- 1
- Authentic- 1
- Varied DOK levels- 1
- Varied products/types- 1
- Authentic audience (outside jury)- 1
- Pre-post (student growth)- 1
- Way more formative- 1
- Choice
- Differentiated timing/pace
- Opportunity for feedback and revision
- Depth of knowledge

Step 2: Clustering of related important features of learning process (numbers in bold represent number of votes for the cluster).

Curriculum should…

Hands-On/Real World/ Application, Problem Based 8

- Real world connections- 2
- Driven by application- 1
- Project/problem based- 2
- Inquiry based- 3

Be Student Centered 7

- S.M.A.R.T. goals (specific, measurable, attainable, relevant, timely)- 3
- Differentiated- 1
- Accessible- 3

Horizontally and Vertically Aligned/ Cross-Curricular 5

- Cross curricular- 2
- Vertically aligned- 2
- Horizontally aligned- 1

Challenging and Rigorous 3

- Rigorous- 3 votes

Social Emotional /Skills 3

- Includes social, emotional piece, 4 C's, and 21st century skills- 2
- Knowledgeable and passionate about learning- 1

Have Objectives Based on Standards 2

- Standard based- 2

Instruction should..

Incorporate Design Thinking 12

- Makes thinking visible- 3
- Active/interactive/hands-on- 3
- Encourages creativity- 3
- Design thinking- 3

Engage the Learner 8

- Personalized- 3
- Student discourse/talk (question asking)- 3
- Student-led teaching- 1
- Engaging with community- 1

Incorporate Real World, Relevant Learning 8

- Project/inquiry based- 3
- Authentic (projects, tasks, assessment)- 3
- Not the end, it is the means- 1
- Purpose- 1

Be Collaborative, Agile and Flexible 6

- Full group/small group/individual grouping structures- 3
- Collaborative in nature- 3

Interdisciplinary 6

- Interdisciplinary- 3
- Literacy across content areas- 3

Be Standards Based 3

- Standards based- 3

Incorporates Relevant Tools 3

- Technology use to support learning- 3

Assessment should…

Be Multimodal 34

- Projects- 3
- Presentations- 3
- Products- 3
- Class discussions- 3
- Exit tickets- 3
- Performances- 3
- Computer test- 3
- Quizzes- 3

- Paper/pencil tests- 3
- Question and answer- 3
- Oral tests (world language)- 3
- Varied products/types- 1

Be Sensitive to Individual Needs 8

- Visible thinking strategies-2
- Think/pair/share- 3
- Self/peer assessments- 2
- Varied DOK levels- 1

Drive Future Learning 8

- Formative and summative- 3
- Focus on process, not product- 1
- Rubrics- 1
- Standards based learning (clear learning targets)- 1
- Continuous- 1
- Way more formative- 1

Be Authentic and Relevant 3

- Standards based learning (clear learning targets)- 1
- Authentic- 1
- Authentic audience (outside jury)- 1

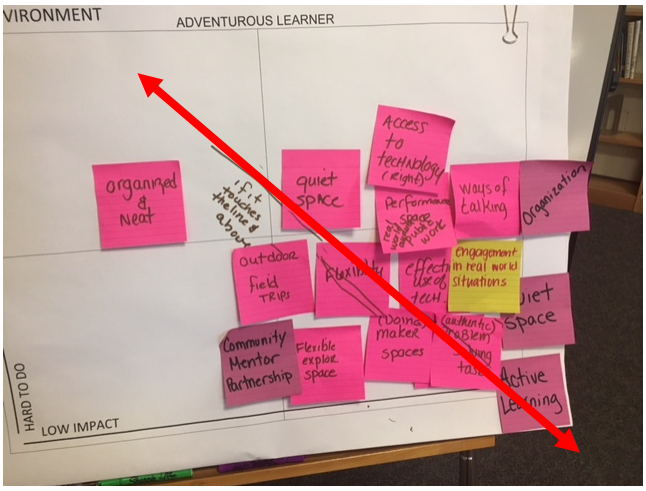
Incorporate a Student Archive of Achievements 2

- Portfolios- 1
- Pre-post (student growth)- 1

Learning Process Prioritization Exercise Responses

WBSD MS Planning Meeting #3

ADVENTUROUS LEARNER



Priority Items

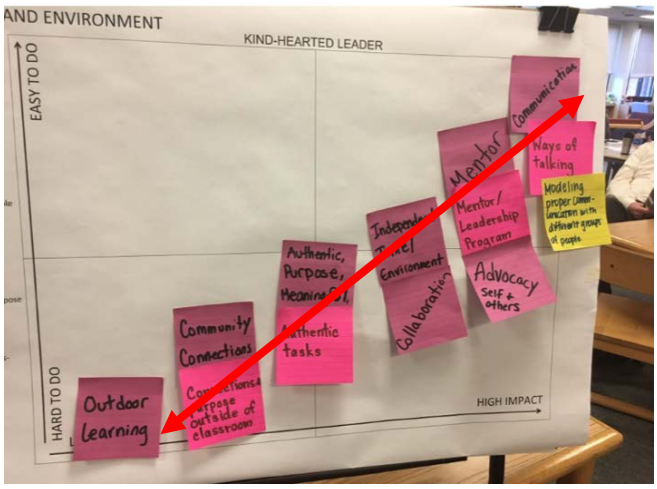
Easy to Do/ High Impact

- Ways of Talking
- Organization
- Access to Technology (Right)
- Performance Space – Real World- Audience- Public Work
- Quiet Space

Hard to Do/High Impact

- Engagement in Real World Situations
- Effective Use of Technology
- Flexibility
- Authentic Problem-Solving Tasks
- Active Learning

KIND-HEARTED LEADER



<u>Priority Items</u>

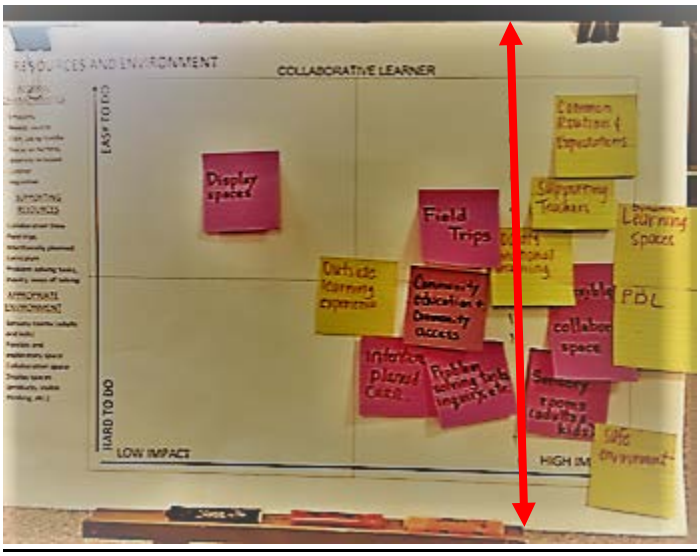
Easy to Do/ High Impact

- Communications
- Ways of Talking
- Mentor
- Mentor/Leadership Program
- Independent Time/Environment

Hard to Do/High Impact

- Advocacy
- Collaboration
- Authentic, Purpose, Meaningful
- Authentic Tasks

COLLABORATIVE LEARNER



Priority Items

Easy to Do/ High Impact

- Common Routines & Expectations
- Supporting Teachers
- Dynamic Learning Spaces
- Support Emotional Learning
- Flexible Learning Spaces

Hard to Do/High Impact

- Project Based Learning
- Collaboration Spaces
- Sensory Rooms (adults and kids)
- Safe Environment

TOP CONCEPTS COMBINED

Combine like ideas:

A. Assure Student Engagement with Learning that is Authentic, Real-World, Collaborative and Purposeful
- Engagement in Real World Situations
- Authentic Problem-Solving Tasks
- Active Learning
- Authentic, Purpose, Meaningful
- Authentic Tasks
- Project Based Learning
- Collaboration Spaces

B. Create Dynamic, Flexible Learning Spaces
- Flexibility
- Dynamic Learning Spaces
- Flexible Learning Spaces

C. Provide an Organized Learning Experience with Common Routines and Expectations
- Organization
- Common Routines & Expectations

D. Incorporate the Effective Use of Technology
- Access to Technology (Right)
- Effective Use of Technology

E. Encourage Independent Learning with Time and Environment
- Quiet Space
- Independent Time/Environment

F. Utilize Consistent and Effective Ways of Talking
- Ways of Talking
- Ways of Talking

G. Infuse Mentors/Leadership into the Learning Community
- Mentor
- Mentor/Leadership Program

H. Demonstrate Advocacy and Enhance Social/ Emotional Skill Development
- Advocacy
- Support Emotional Learning

I. Ensure a Safe Learning Environment
- Sensory Rooms (adults and kids)
- Safe Environment

J. Provide Support for Teachers
- Supporting Teachers

K. Create Performance Opportunities that are Public, Real-World
- Performance Space – Real World- Audience- Public Work

District Visioning Battleship Exercise

	Learner Profile	Actions/Characteristics	Supporting Resources	Appropriate Environment(s)
Adventurous Thinker	•Sharp, ambitious, and intrinsically motivated	Risk taker Active	Technology, outdoor space, and field trips for all STEAM tasks	Flexible and exploratory space Organized and neat
	•Thoughtfully reflective about ideas and relationships	Sometimes a "day dreamer"	Ways of talking	Quiet spaces
	•Adept at problem solving, critical thinking and making connections	Looks for multiple solution strategies	Access to technology tools Ways of talking Problem solving tasks	Collaborative environment Performance spaces Accessible maker spaces
	•Curious, creative, and experiences the world with a sense of wonder	Easily distracted by new ideas Think outside the box	Authentic tasks STEAM tasks Distinguishing models	Flexible
Collaborative Learner	•Physical and social-emotional wellbeing	Empathy	Collaboration time Field trips Intentionally planned curriculum	Sensory rooms (adults and kids) Flexible and exploratory space Collaboration space
	•Strong life skills and habits of mind	Needs routine CKH, viking huddle	Collaboration time Field trips Intentionally planned curriculum	Flexible and exploratory space Collaboration space
	•Cultural awareness	Focus on fairness, diversity inclusion	Collaboration time Field trips Intentionally planned curriculum	Flexible and exploratory space Collaboration space
	•Effective communication skills	Listener Inquisitive	Collaboration time Field trips	Display spaces (products, visible thinking, etc.) Flexible and exploratory space
Kind-Hearted Leader	•Caring and generosity	Mentors to others Speaking up for others	Mentor or leadership program	
	•Confident self-advocacy	In charge of their own learning Need time to talk	Ways of talking	
	•Focus on reaching goals	List maker, organized thinker	Authentic tasks	
	•Commitment to community service	Helpful Needs a job, task, or role	Connections and purpose outside of classroom Authentic tasks	Outside school walls- take it out into the community

TOP CONCEPTS WORKING LIST

A. Assure Student Engagement with Learning that is Authentic, Real-World, Collaborative and Purposeful
B. Create Dynamic, Flexible Learning Spaces
C. Provide an Organized Learning Experience with Common Routines and Expectations
D. Incorporate the Effective Use of Technology
E. Encourage Independent Learning with Time and Environment
F. Utilize Consistent and Effective Ways of Talking
G. Infuse Mentors/Leadership into the Learning Community
H. Demonstrate Advocacy and Enhance Social/ Emotional Skill Development
I. Ensure a Safe Learning Environment
J. Provide Support forTeachers
K. Create a Cohesive WBSD Middle School Community
L. Create Performance Opportunities that are Public, Real-World
M. Incorporate Design Thinking
N. Emphasize Individual Needs and Learning Styles

This is the cover. Crop to the lines and insert in a 1 ½” binder.

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Educational Specifications

West Bloomfield School District
Middle Schools

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