



**New Middle School
Educational Specifications
North Clackamas School District**

Boora Architects

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Design Team Membership

Alder Creek Middle School

Carrie Blythe

Language Arts Teacher

Beth Saylor

Learning Specialist

Rowe Middle School

Mary Bennett

Band Teacher

Jennifer Schroeder

Counselor

Brent Smith

Physical Education Teacher

Sunrise Middle School

Kris Eckelman

Parent

Kris Hartley

Family Consumer Studies Teacher

David Liebenstein

Media Specialist

Susan Rowell

Principal's Secretary

Megan Smith

Language Arts/Social Studies Teacher

Terrence Smyth

Principal

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Science Teacher

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District

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Physical Plant Director

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Guiding Beliefs for a New Middle School

In order to provide students the opportunity to achieve academic standards in a developmentally responsive learning environment, a North Clackamas Middle Schools facility must....

Embrace true and deep implementation of middle school ideals and programs

- Designed to facilitate interdisciplinary teaming and smaller learning communities (Groups of students sharing common teachers).
- Space that team teachers and students can call their own.
- Core content area storage areas adjacent to classrooms.
- Places for recognition and display of student work.
- Flexible space areas—movable walls.
- Exploration/Elective courses should be at the center of the school in their own area with easy access to and from team areas.
- Cluster electives away from team pods for sound barrier (band).
- Teaming and flexibility requires good acoustic control and consideration.
- A compact, visually open feeling to the school.
- Group core content area teachers next to each other to allow for collaboration and sharing of materials (science).

Connect each student to their school

- Teacher and student ownership of space.
- Encourage student/teacher interaction in open spaces (living rooms).
- Administration and Counseling offices located within team areas for easy access by students and teachers.
- Conversation space – comfortable and inviting.
- After hours spaces i.e., homework, activities, clubs, etc.
- Display area—all walls.
- Signage & directions to create ownership in multiple languages
 - Color and theming to specify ownership (utilization of electronic signage)
 - Banners/logos

Foster strong relationships within the school community.

- Centralized, open and easily accessible service areas for attendance, student management, and student services.
- Spacious and shared corridors to accommodate the size of the school and provide for free flow students.
- Flexibility of space for groups of differing sizes.

Provide equity and accessibility for every student

- All spaces designed for student use are accessible to all students, no matter their level of mobility.
- Provide for a wide variety of spaces, large and small, to facilitate a wide variety of activities from large group to small group to personal, quiet study areas.
- Seek to provide “spaces” in school that accommodates unique groups of students such as clubs and other types of activity groups.
- Integrating all students into the school community.
- Space for peer group discussions.
- Opportunities for special programs in a variety of setting.
- Variety of elective options (room design).

Utilize multiple learning and teaching approaches

- Utilize natural day lighting and provide control of light.
- Provide adequate space and lighting in classroom/libraries.
- Provide an environment that is “kid friendly.” Humanize the environment.
- Technology integration in every teaching space including video, computer, projection, telecommunications, and acoustical voice projection.
- Develop a wiring/wireless infrastructure plan that will be flexible to accommodate changes in the future.
- Create classroom pods with flexibility built in - movable furniture and furnishings such as cabinets, worktables, shelving and space dividers so that pods can be divided into small units as well as large group, open spaces.
- Easy access to all areas of the school - library, computer labs, etc.

Provide opportunities for students to explore

- Having areas on campus within a building and outside the building where students can learn about the world (through technology, communication, history), the environment (green spaces, creeks, wildlife), and (through different electives, i.e. drama, tech, foreign languages, strength training) must be considered.
- Elective facilities that accommodates each elective offering.

Make family and community connections

- Create a “Welcome Center” for community members, parents and volunteers to access the Internet, meet with school employees, access community agencies, meet with volunteers, and host parent meetings or classes.
- Consider community use in the design and layout of all interior and exterior athletic, activity, and performance areas.
- Consider year around, multi-aged potential in the design of areas used by the community.
- Flexible and quality lighting and control systems for the commons, media center, wellness center, gymnasium.
- Quality sound reinforcement systems in media center, commons, and gymnasium.
- Zoned activity area security for ease of community use.
- Shared spaces with community resources (Clackamas County family services, mental health, law enforcement).
- Create meeting and comfortable conference rooms in each “pod” to facilitate parent- teacher meetings.
- Easy community access to commons, gymnasium, and library / media center.
- School layout that is easy to follow.
- Entry that is inviting and comfortable and easily identifiable from outside the school.
- Separate community and school athletic storage areas.
- Open counter placed right in front of school doors - to welcome and guide parents where to go (Kiosk) staffed by volunteers.
- Outside - picnic tables for family BBQ nights and teachers that want to take their classes outside.
- Display wall / center for community information pamphlets.
- Stage for performances.

Support collaborative leadership and a shared vision

- Administrative and counseling office space in each “pod/team” to facilitate “on-location” counseling and management as well as ongoing meetings between administration, counselors and other staff.
- Provide each “pod” with team planning and work area.
- Arrangements that encourage teacher teamwork.
- Wall areas for banners or reader boards displaying school vision etc.

Provide time for fun and play

- Outside grounds that promote use before and after school.
- Large enough commons, gym, track and field to handle a team, grade level or intramurals.
- Common/multi-use area.

Include a holistic wellness program for all students

- Provide interior facilities to match the physical education and athletic program needs of 800 students.
- Flexibility for accommodating the performance and spectator needs of a variety of athletic events and extra-curricular activities.
- Fitness facilities meeting the needs of young men and women.
- Exterior sports complex to accommodate multiple events.
- Locker room facilities with good supervision and privacy for showering.
- Explore partnerships with the North Clackamas Parks and Recreation District.
- Walking areas/trails as part of design.

Design a safe and secure environment for learning.

- Designed for “passive supervision” of areas throughout the building.
- High visibility of both interior and exterior areas.
- Design for safe traffic flow by separating bus loading from parent pick-up/drop off points.
- Reduce excessive entrances and exits, and promote a limited number of focal entry points to the school.
- Areas designed for security of student belongings (lockers) should not be disruptive of the educational program.

Design Specifications

1. ADMINISTRATION CENTER / STAFF SUPPORT

SERVICES Spatial Relationships:

- Close to the front entrance for deliveries.
- Counseling, attendance, health services, main office, and, bookkeeper in close proximity.
- Production areas located in academic areas adjacent to or in teacher work areas.
- Variety of teacher work spaces.
- A staff workroom.
- Teacher mailboxes should be located in faculty lounge or in teacher workroom.
- Centralized textbook storage and checkout (media center).

General Considerations:

- Staff lounge, real furniture that is comfortable, inviting.
- Reception area, office area for three people, principal's office and two secretaries. Well designed so that there is a specific waiting area. May be slightly separate student support services areas.
- Quiet area, - inviting, openness – use of glass to keep the office quiet.
- Needs to be locked and secure when office closed, separate zone.
- Child oriented, visually open but physically closed, inviting, natural lighting for administrative area.
- Work room, storage area, conference room.
- Small conference areas (several), different size conference rooms (1 large, 1 small). Should be able to handle groups of 8 or 12 people
- Ability to lock down school from multiple locations.
- Ability to communicate to entire school from multiple locations.
- Work stations for student office assistants.
- Provide staff toilets if not well located to other staff restrooms.
- Enough space to add staff and student work stations if growth.
- Custodial storage throughout school. Centrally located to high traffic areas. - Not Admin, just general
- Flat screen video monitor etc etc

1A. HEALTH SERVICES

Spatial Relationships:

- Adjacent to the Administrative Center and main entry.
- Centralized for student use but with ease of access for emergency, needs privacy, office space which can be separate for examining, counseling and phone calls.

General Considerations:

- Medications need to be secure.
- Calm atmosphere – quiet with privacy between cots and between recovery cots and office area.
- One exam room, office or a desk, restroom.
- Care of ill and injured students, contact with parents, (telephone) counseling, and dispensing medications.

1B. ATTENDANCE / BOOKKEEPING

Spatial Relationships:

- Located in Administrative Center.

General Considerations:

- Closet with a wall safe, filing cabinet, service window, night deposit drop.
- Space for a camera to take student id photos.
- Computer and phone access.
- Space for at least two desks.
- Glass sliding window area large enough for at least two lines.
- Counter with lockable cash drawers.

ACADEMIC AREAS

Spatial Relationships:

- Student work areas adjacent to classrooms.
- Drama, choir and band classrooms adjacent to performing / stage.
- Technology education lab near rear or side of school.
- Student store near commons area to take advantage of after school events.
- Art, technology and family and consumer areas need close proximity access to delivery entrance (on ground floor).
- Zone access for community after school hours and summer use.
- Teacher workspace in individual classroom, as well as, common “team planning areas”.
- Special education classrooms distributed throughout building.

General Considerations:

- Each teacher workspace should have a desk, file cabinet, wardrobe and bookcase (all lockable).
- Flexible bell system to allow multiple bell schedules in building.
- Flexible storage area in each classroom.
- Places to display student work on all walls (bulletin board walls).
- Comfortable seating available throughout school.
- Visible clocks inside and in common areas.
- Flexible seating options.
- Solar tubes or other natural light where possible for internal spaces.
- Operable windows in classrooms.
- Bottle fill stations / water fountains available for easy access.

SPECIAL EDUCATION

Spatial Relationships:

- Special Education should be in the mainstream, not isolated.
- External access not vital, except for emergency exit procedures in which special needs students (those physically unable to walk fast enough to exit in time) may require more time and supervision, according to fire marshal guidelines for self-contained class.

General Considerations:

- Signs outside of classrooms indicate teacher name, but not labeling class special ed. due to stigma.
- For classrooms for more physically / cognitively delayed (self contained) have own bathroom with changing tables, wide doors, handrail, low sinks etc. Kitchen / dining area, leisure area, and "instruction" area.

COUNSELING SERVICES

Spatial Relationships:

- Multiple exits.
- Easy to find/ access by students, staff and public.
- Centralized for access from elective teachers, secretary and still able to work with teams (houses).

General Considerations:

- Counselors have support staff person, (secretary) available or in close proximity.
- Glass with privacy options.
- Soundproofing for counselor's offices.
- Windows preferred.
- Waiting Area.
- Individual counselor offices.
- Access to multi-size conference areas.
- Fireproof, locked storage area for students' CUM files.
- Incorporate space for community outreach agencies.

MEDIA CENTER

Spatial Relationships:

- Central to classrooms and teacher work area; traditionally language arts, social sciences, career classes utilize the facility much more frequently than math and science classes.
- Provide significant entrance.
- Away from lockers and commons.
- In proximity to audio/visual collection, production areas.
- Centralized for main print, periodical, non-print collection; as well as textbooks as long as storage is provided.
- External access needed.
- Accessible for many deliveries, some heavy (books/computer equipment/ fiche equipment, copy machines, etc.) consider freight elevator if located on a second floor.
- Centralized – each “house” should open to the media center, but limit entrance points for security.
- Outside access through “utility” /work room.

MEDIA CENTER

General Considerations:

- Security (book detection systems) necessary at every entrance/exit of main and satellite library locations.
- Studio (or small rooms) and editing room for students in proximity to AV area housed with computers, overheads, thermofax machines, editing equipment.
- Ample equipment storage for AV area.
- Work room for in-house AV equipment repair. (Area – not necessarily a closed-door space.)
- Storage in AV area for collection of building owned video tapes.
- Storage for 30-35,000 volumes with appropriate shelving heights to accommodate a variety of material sizes (12" – 14").
- Open – reduce visual barriers.
- Variety of display locations, at least one locking showcase could accommodate art objects, valuable books, memorabilia, etc. wall display, shelf, etc.
- Flexibility of floor space so a minimum of four class size areas (36-40 students) can be established with tables and divided with shelving areas to provide separateness.
- At least one classroom area in which teacher/librarian can provide instruction without interfering with students or classes working in main library, perhaps divided by glass partitions.
- Circulation centrally located in room.
- Space for media production/sound room (8-10 people).
- Good traffic flow so students can enter and exit without interrupting each other; good flow circulation counters to facilitate quick check out and exit to lots of students.
- Private office space for media specialist.
- Satellite spaces (small workrooms that can be closed – but transparent).
- Textbook storage, huge room off library so librarian/media specialist can manage textbook check out seamlessly.
- Moveable shelving for flexible layout.
- Less space dedicated to non-fiction/reference – More to space dedicated to technology and widely varied work areas (comfortable "private" reading areas, small group areas as well as potential for large-group instruction).
- Work area; sink, "workbench".
- Multiple classrooms can utilize space at same times.

APPLIED ARTS

Specific Area Considerations

Family and Consumer Studies:

- 6 kitchen units (3 electric/3 gas) with Marmoleum (wet space).
- Teaching/desk area – carpeted (dry space).
- Storage space for student projects.
- Large storage cabinets for food/equipment.
- Access to outside for composting/herb garden, plus patio for pre-school activities.
- Windows that open in kitchen.
- Located near entrance for food delivery.
- Demonstration table.
- Washer/dryer accessibility.

Visual Arts:

- Clean working space.
- Dirty room.
- Storage for art work.
- Storage for equipment/supplies with security for student projects.
- Outdoor access for supply delivery.
- Ventilation and space for kiln.
- Space for pottery projects.
- Multiple sinks per room
- Ample space for display of student projects.
- High ceilings and natural light.
- Multiple circuits and technology capability.
- Provide outdoor patio for art activities.
- Display walls on wheels.

Computer And Technology

See Technology Standards

APPLIED ARTS

Specific Area Considerations

Music: Band/Orchestra

- Music classrooms wired for audio systems.
- Supervised practice rooms – instructor can see during main instruction.
- 2-3 practice rooms with one large enough to hold 20-25 students.
- Common music office.
- Built-in storage for instruments, music folders, robes, and portable risers.
- Percussion storage room/ area.
- Instrument storage for personal instruments and for whole program.
- Music library storage.
- Acoustically treated band area.
- Exterior exit for classrooms.
- Double doors for moving piano, timpani in and out.
- Carpeted flat floor, ceiling height appropriate for musical classrooms.
- Separate band, orchestra and choir rooms.
- Large square footage for rehearsal to accommodate 60-65.
- Water fountain located in each music room.
- Sink to clean instruments available.
- Acoustics appropriate for music classrooms.

Music: Choir

- Portable elevated risers capable of holding chairs.
- Hard surface (VCT or other district standard) floor space to put portable performance risers.
- Robe storage room.
- Sound system storage.
- 2-3 practice rooms with one large enough to hold 20-25 students.
- Double door to move piano in and out for concerts.
- Music library storage.
- Ceiling height appropriate for music classroom.
- Water fountain located in each music room.
- Acoustics appropriate for music classroom.

Drama:

- Storage for costumes, sets and props.
- Capacity for performance lighting.
- Ability to control commons lighting.
- Stage with good acoustics.
- Drama classroom attached to stage.
- Connect technology and drama to build sets and move on stage
- Back of stage needs delivery space
- Set construction area

RESTROOMS

Spatial Relationships:

- No doors, but large, private openings.
- Single user ADA spread throughout
- Multiple adult restrooms throughout school.

General Considerations:

- Auto shut off water faucets. Provide “washfountain” type hand sinks.
- Floor urinals with partitions preferred because they are considered floor drains, and use less water. Control with flushing sensor.
- Provide doors on toilet stalls with minimal gap.
- Provide general use restrooms in each classroom cluster plus the commons.
- Provide rest room facilities in the men’s and women’s locker / shower room.
- Access to natural light.
- Tall ceilings with high windows.
- Toilet seat covers available in both staff and student bathrooms.

PHYSICAL EDUCATION / ATHLETIC AREAS / COMMUNITY AREAS

Spatial Considerations:

- Student commons area should be central to the cafeteria/kitchen, fine arts and gymnasium.
- Athletic fields need to be adjacent to locker rooms for use by PE classes. Direct access from locker room and gym to fields without crossing parking lot.
- Separate storage for PE, athletics and community.
- Due to use of activity areas at simultaneous times, the performing arts and athletic facilities need to be separated (commons area or locker room can be used as buffer between)
- Academic areas should be separated from activity areas for security as well as noise reasons.
- Athletic facilities, performing arts facilities, library and commons area should have flexibility to be closed off from the rest of the campus for security and from each other for simultaneous events.
- Parking for athletic/community events separate from bus turn around.

Specific Considerations:

Gymnasium:

- Gymnasium and athletic fields need identifiable public access for events. (As with the main entrance to the building)
- Cheerful, exciting, open, bright, maintenance friendly.
- Flexibility for multi-purpose events. Main gym adequate for seating entire student body (1,000). Separate second standard size gym with seating for 200.
- 1 additional PE teaching space such as weight room, wrestling room, and fitness teaching station.
- Entrance for public access to events that directs traffic away from main gym floor.
- Flexible, adequate and securable storage facilities for both classes and team sports.
- Flexibility.
- Concession stand/student store in commons area.

PHYSICAL EDUCATION / ATHLETIC AREAS / COMMUNITY AREAS

Specific Considerations:

Locker Rooms:

- Adequate storage suitable for necessary equipment/supplies in all areas (wrestling mats, gymnastic equipment, interior batting cages, volleyball standards, foldable tables, podium, sound equipment).
- Visibility to monitor students/security issues (perhaps a raised central office for optimal visibility). Adequate private restroom facilities within locker rooms. Private showers available. Adequate drinking fountains, sink facilities, power hand dryers.
- Adequate storage for PE equipment including mats and uniforms.
- Staff offices and locker facilities with toilet and shower.
- Locker room access connected to hallway to minimize gym foot traffic and supervision issues.
- Locks that are attached to lockers/built-in locks.

Commons:

- Large wall or screen to show school movies, slide show.
- Game room or open space for foosball, ping-pong, juice machines.

Exterior Fields and Site Areas:

- Flexibility for multiple use by middle school and community teams/classes.
- Incorporate the wetlands and other natural features in the academic program.
- Preserve natural tree clusters.
- Make one set of restrooms available to be used from the outside.
- Parking for 130 automobiles or per code.
- Bus area (loading space for 12-14 buses)
- Bicycle parking for 80 bicycles or per code – 50% covered.
- Physical Education Fields
 - 2 – Soccer/Multi-purpose fields (220'x360')
 - 1 – Baseball field (350' deep)
 - 2 – Softball fields
- Hard surface play area (5000 sf)
- Track (1/8 mile loop)

Program Summary

Capacity Space Analysis

Program Summary
 750 Students (900 max.) / Grades 6-8 – 375 Student per grade level
 12000 Sq. Feet

Activity Area	Sq.Ft.	Total
ADMINISTRATION CENTER/STAFF SUPPORT SERVICES		3,539
Reception / Administrative Support (3 staff)	540	
Workroom	360	
Principal's Office	144	
Assistant-Principal's Offices (2)	252	
Attendance Office	126	
Assistant-Principal's Office	126	
Health Room (with toilet/shower) - minimum 2 cots	270	
Conference Room (2 @ 180)	360	
Administration Toilet Room (2 @ 72)	144	
Records Storage (fireproof)	90	
Storage	144	
Staff Mailboxes	25	
In-school Suspension Space	88	
Counseling Area (Small Mtg. + Office) (3 @ 140)	420	
Counseling Admin Asst. (120)	120	
Conference Room (10 people) (180)	180	
Teacher Toilet Room (3 @ 50)	150	
ACADEMIC AREAS - HOUSE 1		
Two Teams per House (Math, Science, Social Science, English)		11,142
General Classroom (6 @ 925) Science	5,550	
Lab Classroom (2 @ 1,150)	2,300	
Shared Prep Lab/Storage	325	
Special Use Classroom (Spec Ed)	925	
Special Use Classroom Toilet Multi-	90	
Use Lab / Living Room Space	720	
Teacher's Planning Area	500	
Student Toilets (2 @ 250)	500	
Janitor's Closet	72	
Student Lockers (270 - 1/2 lockers)	160	

Activity Area	Sq.Ft.	Total
ACADEMIC AREAS - HOUSE 2		11,382
General Classroom (6 @ 925)	5,550	
Science Lab Classroom (2 @ 1,150)	2,300	
Shared Prep Lab/Storage	325	
English as a Second Language Classroom	925	
Special Use Small Group Room/Testing	250	
Multi-Use Lab	720	
Teacher's Planning Area	500	
IT Storage (laptop charge room) Student	80	
Toilets (2 @ 250)	500	
Janitor's Closet	72	
Student Lockers (270 - 1/2 lockers)	160	
ACADEMIC AREAS - HOUSE 3		11,222
General Classroom (6 @ 925)	5,550	
Science Lab Classroom (2 @ 1,150)	2,300	
Shared Prep Lab/Storage	325	
Special Use Classroom (Spec Ed)	925	
Special Use Classroom Toilet	90	
Multi-Use Lab / Living Room Space	720	
Teacher's Planning Area	500	
IT Storage (laptop charge room)	80	
Student Toilets (2 @ 250)	500	
Janitor's Closet	72	
Student Lockers (270 - 1/2 lockers)	160	
COMMUNITY CENTER		0
Community Center	0	

Activity Area	Sq.Ft.	Total
MEDIA CENTER		5,835
Reading Area / Book Stacks	2,300	
Reference Area	540	
Circulation Desk	160	
Workroom	360	
Media Specialist's Office	100	
Equipment Storage	225	
Computer Lab	1,100	
Computer Equipment (MDF -Main Distribution Frame) Room	300	
Control Room (CC, DL, LC)	200	
Media Assistant Office	100	
Textbook Storage	450	
APPLIED ARTS		4,900
Family and Consumer Studies Classroom (6 kitchens)	1,500	
Art Classroom (Clean working space)	1,300	
Outdoor Patio - 1000sf (Art/Tech Activities)	-	
Kiln Room (vented)	100	
Storage - Equipment	200	
Technology Education Classroom	1,350	
Technology Education Storage	450	
PERFORMING ARTS		4,980
Choir Room	1,200	
Choir Room Storage	200	
Choir Riser Storage	100	
Band/Orchestra Room	1,400	
Instrument Storage (200 instruments)	300	
Shared Practice Room (various sizes) 3 @80	240	
Materials Storage	240	
Offices (3 @ 100)	300	
Drama on stage	1,000	

Activity Area	Sq.Ft.	Total
FOOD SERVICE / COMMONS /LEADERSHIP		11,765
Commons (3 shifts @ 267 each) (storage included)	6,000	
Storage for chairs and tables	700	
Leadership Classroom	925	
Staff Lunch Room	860	
Kitchen	2,700	
Dry Storage		
Cold Storage - cooler, freezer		
Office		
Locker / Storage / Toilets		
Laundry / Custodial	80	
Receiving	400	
Student Store	100	
PHYSICAL EDUCATION		18,205
Gymnasium 1 (Bleacher seating for 800 @ games, 50x75 court)	10,440	
Gymnasium 2	0	
Health Classroom	925	
Interior Storage Rooms (2 @ 300)	600	
Community Storage Room	200	
Exterior Equipment Storage Room	400	
Locker Room (2 @ 1800 sf)	3,600	
Office (2 @ 170) w/shower and dressing (2 people each) men/women	340	
Fitness Room	1,500	
Wrestling Mat Storage	200	
TOTAL NET ASSIGNABLE AREA		83,374
SUPPORT		6,060
Main custodial / storage / receiving	800	
Custodial closets (2 @ 80)	160	
Technology closets		
MDF (Main Distribution Frame) at Media Center	0	
IDF (Individual Distribution Frame) 3 @ 60sf each	180	
Toilets (Gym/Commons)	1,200	
Boiler / Mechanical	480	
Electrical Room	240	
Fan Rooms	3,000	

TOTAL NET PROGRAM AREA	89,434
Walls & Circulation - 26% of gross area	31,423
TOTAL GROSS AREA	120,857
Efficiency Ratio of Net to Gross Area 74/26 (900 max.) 151 sf per student	

SITE PROGRAM (Ideal)

- Parking for 130 Automobiles or per code
- Bus Area (loading space for 12-14 buses)
- Service Area Parking
 - Food service
 - Maintenance
 - Garbage
 - Trash/Recycling
- Bicycle Parking for 80 bicycles or per code - 50% covered
- Physical Education Fields
 - 2 - Soccer/Multi-Purpose fields (220'x360')
 - 1 - Baseball field (350' deep)
 - 2 - Softball fields
- Hard Surface Covered Play Area (4000 sf)
- Track (1/8 mile loop)

Detailed Room Specifications

ADMINISTRATION

see HS ed spec - general use description

540 sf

RECEPTION / ADMINISTRATIVE SUPPORT

add 234sq ft storage

OCCUPANCY

- 1 Receptionist
- 2 Secretaries
- 2 Student Aides
- Waiting Area

RELATIONSHIPS

- Prominent location near main entry on ground floor
- Access to all other admin areas

FUNCTION

- Main reception for Student and public contact
- General office and admin support
- Reading and Preparing Reports

STORAGE / CASEWORK

- Counter work surface
- Under counter cabinets
- Closet for personal belongings with locks
- Reception counter with seated and standing height work surfaces located between receptionist and waiting areas.
- ADA accessible

FINISHES

- Floor: Carpet
- Walls: Painted wall surfaces
- Ceiling: Suspended acoustical tile ceiling

WINDOWS

- Daylighting or solar tubes

PLUMBING

- None

UTILITIES

- Power/ data/ communications
- Floor outlets in open office areas
- Infrastructure for wireless network
- Air conditioning

LIGHTING

- Direct/ indirect fixtures with occupancy and light level sensors
- Task lighting at workstations

EQUIPMENT

- 1 computer workstation for visitor check in
- Large display screen mounted for school announcements in or adjacent to lobby
- Intercom head end unit
- District wide emergency radio system
- AED
- First Aid

FURNITURE

- Provide comfortable seating and tables for students and visitors.
- Standing height and ADA height desk for visitors to use for completing paperwork.

SPECIALTIES

- 1 bulletin board for notices
- 1 Clock
- 1 Student Phone

ACCESS AND SECURITY

- One entry door
- Provide adequate screening per district window covering guidelines
- Ability to secure front entrance
- District wide emergency radio system

REMARKS

- Provide work area that permits sharing of equipment with staff
- Provide information kiosk outside reception area

ADMINISTRATION

WORKROOM

385 sf

OCCUPANCY

Used by all staff

RELATIONSHIPS

Central location within administration area

FUNCTION

Copying
Supplies storage
Collating/assembly of documents

STORAGE / CASEWORK

Adjustable shelving within
cabinets
Counter work surfaces
Under counter cabinets
75 Staff mailboxes

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS OR SKYLIGHTS

Daylighting or solar tubes

PLUMBING

Sink

UTILITIES

Power/data/communications per NCSD
data standards
Outlets above counters
Wireless network
Air conditioning

LIGHTING

Direct/indirect fixtures with occupancy and
light level sensors
Day lighting or solar tube

EQUIPMENT

Copier
Telephone

SPECIALTIES

Tackboard
Whiteboards
Refrigerator and coffee service if staff
room is not adjacent

ACCESS AND SECURITY

Open to administrative area

REMARKS

Flexible work area able to handle traffic

ADMINISTRATION

PRINCIPAL'S OFFICE

144 sf

OCCUPANCY

Private office for individual

RELATIONSHIPS

Adjacent to Reception, Conference Room
Near main entrance
Access to other admin areas

FUNCTION

Administrative / management function
Private offices

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Visibility to main building access point
Solid door with adjacent window to main
admin area and blinds

PLUMBING

None

UTILITIES

Power/data/communications
Wireless network
Air conditioning

LIGHTING

Direct/indirect fixtures with occupancy and
light level sensors
Task lighting

EQUIPMENT

Clock
PA Speaker with ability to adjust volume

SPECIALTIES

Tackboard
Whiteboard

ADMINISTRATION

ASSISTANT PRINCIPAL'S OFFICE

(2 @ 126 sf) 252 sf

OCCUPANCY

Private office for individual

RELATIONSHIPS

Adjacent to Reception, Principal's Office,
Student Management Office, Conference Room
Near main entrance
Access to other admin areas

FUNCTION

Administrative / management function
Private offices

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Visibility to main building access point
Solid door with adjacent window to main
admin area and blinds

PLUMBING

None

UTILITIES

Power / data / communications
Wireless network
Air conditioning

LIGHTING

Direct / indirect fixtures with occupancy and
light level sensors
Task lighting

EQUIPMENT

Clock
Speaker

SPECIALTIES

Tackboard
Whiteboard

ADMINISTRATION

ATTENDANCE OFFICE

126 sf

OCCUPANCY

1 Secretary

RELATIONSHIPS

Adjacent to Main Reception
Easy parent access for check-in/ check-out purposes

FUNCTION

Attendance/Record Keeping

STORAGE / CASEWORK

Open adjustable shelving
Work counter under transaction window
Coat closet with lock

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Lockable interior transaction window to main corridor with blinds

PLUMBING

None

UTILITIES

Power/data/communications
Air conditioning

LIGHTING

Direct/indirect fixtures with occupancy and light level sensors
Task lighting

EQUIPMENT

Clock

SPECIALTIES

Tackboard
Whiteboard

ADMINISTRATION

HEALTH ROOM

180 sf

OCCUPANCY

1 nurse and 5 students

RELATIONSHIPS

Adjacent to Reception
Access to other admin areas
Convenient access for students and parents

FUNCTION

Care of sick students
First Aide
Health consultation with parents, staff, and students
Health/first aide supply storage
Dispensing medication

STORAGE / CASEWORK

Counter work surface with sink
Lockable upper and lower cabinets for medication, supplies, medical equipment

FINISHES

Floor: Easily-cleaned hard-surface flooring
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Solid door with central interior window to main admin with blinds

PLUMBING

Sink

UTILITIES

Power/data/communications
Air conditioning

LIGHTING

Direct/indirect fixtures with occupancy and light level sensors and dimming capability
Task lighting

EQUIPMENT/FURNITURE

Clock
Telephone
Under-counter refrigerator
Wheelchair
Scale
Sharp objects disposable container
Counter-top ice maker
2 cots with curtain divider

SPECIALTIES

Tackboard
Mirror

ACCESS AND SECURITY

Easy emergency access
Separate access from hallway

REMARKS

Window to allow supervision by admin staff when nurse is absent
Design as calm and comforting space
Adjacent restroom should have shower and changing area
Must have privacy space for medication distribution

ADMINISTRATION

NURSE'S RESTROOM

90 sf

OCCUPANCY

1 person plus nurse/aide

RELATIONSHIPS

Adjacent to Nurse's office

FUNCTION

Restroom for sick students

STORAGE / CASEWORK

None

FINISHES

Floor: Durable, easily-cleaned, non-porous floor

Walls: Durable, easily-cleaned, non-porous wall surfaces on "wet" walls
Durable painted wall surfaces elsewhere

Ceiling: Suspended acoustical tile ceiling

PLUMBING

1 toilet handicap accessible

1 Sink

1 Shower

UTILITIES

Air conditioning

LIGHTING

Direct fixtures with occupancy sensors

EQUIPMENT

None

FURNITURE

None

REMARKS

Exhaust fan with timer

Design for privacy and acoustical isolation

ADMINISTRATION

CONFERENCE ROOM

180 sf

OCCUPANCY

general description with room for mtg space
for up to 10 people

RELATIONSHIPS

Adjacent to reception area

STORAGE / CASEWORK

Built-in storage cupboards
Open casework shelving beneath
display screen

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Solid door with adjacent window to
main admin area
Blinds on all windows

PLUMBING

None

UTILITIES

Power/data/communications
Air Conditioning

LIGHTING

Direct/indirect fixtures with occupancy and
light level sensors and dimming capacity

EQUIPMENT

Wall mounted display screen
Clock
Telephone

SPECIALTIES

Tackboard
Whiteboard

ADMINISTRATION

STAFF RESTROOMS

(2 @ 72 sf) 144 sf

OCCUPANCY

2 single user ADA restrooms

RELATIONSHIPS

Convenient to central Administration

STORAGE / CASEWORK

None

FINISHES

Floor: Durable, easily-cleaned, non-porous floor
Walls: Durable, easily-cleaned, non-porous wall surfaces on "wet" walls
Durable painted wall surfaces elsewhere
Ceiling: Suspended acoustical tile ceiling

PLUMBING

Single user toilets
Sinks

UTILITIES

Air conditioning

LIGHTING

Direct fixtures with occupancy sensors

EQUIPMENT

Baby changing station

FURNITURE

None

REMARKS

Exhaust fan with timer
Design for privacy and acoustical isolation

ADMINISTRATION

STORAGE

234 sf

OCCUPANCY

None

RELATIONSHIPS

Adjacent to Administration Support area and
Workroom

FUNCTION

General storage for administrative offices
Student record storage

STORAGE / CASEWORK

Open adjustable shelves
Closed cabinetry
Lockable, fireproof cabinets for student records

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

None

PLUMBING

None

LIGHTING

Direct fixture with door sensor

EQUIPMENT

None

FURNITURE

None

SPECIALTIES

None

REMARKS

None

ADMINISTRATION

STUDENT MANAGEMENT MEETING SPACE

88 sf

OCCUPANCY

1-3 students

RELATIONSHIPS

Adjacent to Assistant Principal's Office
Convenient to Reception, Principal, Assistant
Principal, and Restroom

FUNCTION

Space for student and parent meetings
Quiet workspace for students

STORAGE / CASEWORK

None

FINISHES

Floor: Easily cleaned hard-surface flooring
Walls: Durable painted wall
surfaces/laminate
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Solid door with adjacent window to main admin
area
Blinds on all windows

PLUMBING

None

UTILITIES

Air conditioning

LIGHTING

Direct/indirect fixtures with occupancy sensors

EQUIPMENT

None

SPECIALTIES

Clock

REMARKS

Good visibility for supervision important

GENERAL CLASSROOM

925 sf

GENERAL DESCRIPTION

OCCUPANCY

1 teacher
30-32 students

RELATIONSHIPS

Dependent on school delivery model (teams, small learning communities)

FUNCTION

Flexible teaching environment for changing curricula and space needs
Large and small group instruction
Display of student projects – bulletin boards
Storage of classroom materials and student projects (long drawers for posters)
Computer use with space for charging cart

STORAGE / CASEWORK

Built-in casework along one wall with Teacher's wardrobe storage and min 12ft counterspace

FINISHES

Floor: Carpet
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable exterior windows
Narrow reight in door without blinds
Narrow sidelight on side of door without blinds
Interior clerestory windows to hallway
Maximize natural lighting
Blinds on all windows

PLUMBING

None

M/E/P & TECH

Provide audio wiring and wifi hotspots for every classroom. Students should be able to stream wirelessly to the screen.
Provide charging stations with separate circuit for mobile laptop carts in each classroom. Provide space for storage of cart with good ventilation for heat-generating equipment.
Provide climate controls for individual classrooms to promote a comfortable learning environment.

LIGHTING

LED fixtures with occupancy sensors
Dimming capability or ability to switch every other row off

EQUIPMENT

Telephone
Display screen
Intercom speaker

SPECIALTIES

Tackboard
2 - 4'x8' white boards
1 Pencil Sharpener
1 Clock

ACCESS AND SECURITY

Manual turn locks on interior doors

REMARKS

Acoustical considerations per industry standard

SCIENCE CLASSROOM

1150 sf

OCCUPANCY

1 teacher
30-32 students

RELATIONSHIPS

Adjacent to Science Lab Prep, Multi-Use Lab
and other Classrooms
Convenient to Student Toilets, Lockers

FUNCTION

Small and large group instruction
Individual and group work
Demonstrations
Science experiments and activities
Computer analysis/ testing
Short and long term student project storage
Equipment storage

STORAGE / CASEWORK

Acid Resistant perimeter lab top counter space
for 8 workstations with sinks for students
working in groups of 4
Open adjustable shelves above and below
counters
Moveable storage/ shelves (under counter)
Two tall storage cabinets
Instructor's station with sink and eyewash
Teacher's wardrobe storage

FINISHES

Floor: Resilient flooring
Walls: Durable painted wall surfaces +
bulletin board (maximize)
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows for passive ventilation
Maximize views to exterior
High performance glazing with shading devices

PLUMBING

8 Durcon sinks at work stations and instructor's
station with gooseneck faucets
Eye wash station
Gas - 4 dual cocks

UTILITIES

Fiber optic computer network
Power/ data/ communication for 4-6 computers
Floor outlet in center of room 10' from front wall
Accessory exhaust system on timer

LIGHTING

Indirect fixtures with occupancy and light level
sensors and dimming capability
40-50 footcandles average illumination
Under cabinet full spectrum lighting, suitable
for grow lights

EQUIPMENT

VCR/DVD mounted in cabinet
1 ceiling mounted projector
Telephone – VOIP
1 pull down screen
1 ELMO/overhead projector

FURNITURE

16 Student Tables (2 ups) regular height
w/ wheels
32 Student Chairs
2 4-Drawer Lockable Filing Cabinets
1 Chair w/ wheels
1 Teacher's Desk
1 Wardrobe Unit
1 round group work table

SPECIALTIES

Window shades for daylight control
Extensive tackboard
4'x8' white boards with map rails on two walls
1 Atomic Clock
1 Pencil Sharpener
8 Towel Dispensers
8 Soap Dispensers

ACCESS AND SECURITY

Single door from corridor with 70 PD function
(Two doors required if net floor area exceeds
1,000 square feet or if classroom is considered
a lab)
View window in classroom entry door
Secure classroom from public when school is not
in session
Organized for enhanced passive supervision
and ease of access

REMARKS

Ample, even natural daylight without glare

ACADEMIC HOUSE

SCIENCE LAB PREP

325 sf

OCCUPANCY

2 teachers

RELATIONSHIPS

Adjacent to Science Classroom

FUNCTION

Support for science lab experiments
Storage of lab materials, chemicals, glassware
Storage and cleaning of equipment
Preparing labs for students

STORAGE / CASEWORK

Perimeter lab top counter with lockable base cabinets
Upper wall mounted cabinets with glass fronts
Open adjustable shelving for projects
Moveable storage units for equipment (i.e. microscopes, balances...)

FINISHES

Floor: Resilient flooring
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Relite into Science Classroom

PLUMBING

Durcon sink with gooseneck faucet
Eye wash station

UTILITIES

Fiber optic computer network
Power / data / communication
Accessory exhaust system on timer

LIGHTING

Indirect fixtures with occupancy and light level sensors and dimming capability
40-50 footcandles average illumination
Under cabinet full spectrum lighting, suitable for grow lights

EQUIPMENT

Refrigerator
Gas cylinders: N, H, O, and CO2
First-aide kit
Fire Blanket

FURNITURE

2 SST lab carts
1 Acid cabinet

SPECIALTIES

Window blind at relite
Towel Dispenser
Soap Dispenser

ACCESS AND SECURITY

Lockable entry door w/ view window from Science Classroom
Lockable entry door w/ view window from corridor

REMARKS

Some equipment and supplies to be shared between the three Lab Prep rooms

ACADEMIC HOUSE

SPECIAL USE CLASSROOM (SPECIAL EDUCATION)

925 sf

OCCUPANCY

- 1 teacher
- 1 Educational Assistant
- 14-16 students with academic disabilities

RELATIONSHIPS

- Adjacent to Multi-Use Lab and other Classrooms
- Convenient to Special Education Offices, Student Toilets, Lockers, Bus

FUNCTION

- Specialized instruction in basic academic and vocational areas
- Flexible teaching environment for changing curricula and space needs
- Large and small group instruction
- Display of student projects
- Storage of classroom materials and student projects
- Computer use

STORAGE / CASEWORK

- Built-in counter along one wall with sink and upper and lower storage cabinets
- Teacher's wardrobe storage

FINISHES

- Floor: Tile in sink areas, carpet in direct academic areas
- Sound attenuation between floors
- Walls: Durable painted wall surfaces
- Fixed non-structural walls between classroom with 47 STC rating
- Ceiling: Suspended acoustical tile ceiling

WINDOWS

- Operable windows for passive ventilation
- Maximize views to exterior
- High performance glazing with shading devices

PLUMBING

- SST sink with gooseneck faucet and bubbler
- ADA accessible

UTILITIES

- Fiber optic computer network for 4-6 computers
- Power/ data/ communication at 10 feet on center at walls

LIGHTING

- Indirect fixtures with occupancy and light level sensors and dimming capability
- 40-50 footcandles average illumination

EQUIPMENT

- VCR/DVD mounted in cabinet
- 1 ceiling mounted projector
- 4 computers
- 1 printer
- Telephone - VOIP

FURNITURE

- 16 Student Desks
- 1 Round Group Work Table w/ 6 Chairs
- 2 4-Drawer Lockable Filing Cabinets
- 1 Chair
- 1 Teacher's Desk
- 1 Wardrobe Unit

SPECIALTIES

- Window shades for daylight control
- Extensive tackboard
- 4'x8' white boards with map rails on two walls
- 1 Atomic Clock
- 1 Pencil Sharpener
- 1 Towel Dispenser
- 1 Soap Dispenser

ACCESS AND SECURITY

- Single door from corridor with 70 PD function
- Secure classroom from public when school is not in session
- Organized for enhanced passive supervision and ease of access

REMARKS

- Should be integrated in Small Learning Community
- Flexible space for varied seating arrangements
- Create space for small group work
- Ample, even natural daylight without glare

ACADEMIC HOUSE

SPECIAL USE CLASSROOM (ELL)

925 sf

OCCUPANCY

1 teacher
16 students

RELATIONSHIPS

Adjacent to Multi-Use Lab and other
Classrooms
Convenient to Student Toilets, Lockers

FUNCTION

Flexible teaching environment for changing
curricula and space needs
Supplementary instruction in reading and math
Large and small group instruction
Display of student projects
Storage of classroom materials and student
projects
Computer use

STORAGE / CASEWORK

Built-in counter along one wall with sink and
upper and lower storage cabinets
Teacher's wardrobe storage

FINISHES

Floor: Tile in sink area. Carpet in direct
academic area
Sound attenuation between floors
Walls: Durable painted wall surfaces
Fixed non-structural walls between
classroom with 47 STC rating
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows for passive ventilation
Maximize views to exterior
High performance glazing with shading
devices

PLUMBING

SST sink with gooseneck faucet and bubbler
ADA accessible

UTILITIES

Fiber optic computer network for 4-6
computers
Power / data / communication at 10 feet on
center at walls

LIGHTING

Indirect fixtures with occupancy and light level
sensors and dimming capability
40-50 footcandles average illumination

EQUIPMENT

VCR/DVD mounted in cabinet
1 ceiling mounted projector
4 computers
1 printer
Telephone - VOIP

FURNITURE

16 Student Desks
1 Round Group Work Table w/ 6 Chairs
2 4-Drawer Lockable Filing Cabinets
1 Chair
1 Teacher's Desk
1 Wardrobe Unit

SPECIALTIES

Window shades for daylight control
Extensive tackboard
4'x8' white boards with map rails on two walls
1 Atomic Clock
1 Pencil Sharpener
1 Towel Dispenser
1 Soap Dispenser

ACCESS AND SECURITY

Single door from corridor with 70 PD function
View window in classroom entry door
Secure classroom from public when school is not
in session
Organized for enhanced passive supervision and
ease of access

REMARKS

ELL classroom should be integrated in Small
Learning Community
Flexible space for varied seating arrangements
Create space for small group work
Ample, even natural daylight without glare

ACADEMIC HOUSE

MULTI-USE LAB / LIVING ROOM SPACE

720 sf

OCCUPANCY

30-40 students

RELATIONSHIPS

Central open space at heart of Academic House
Adjacent to Classrooms, Science Classroom,
Teacher Planning
Convenient to Student Toilets, Lockers

FUNCTION

Work area in support of classrooms
Lab space for integrated, hands-on learning
Flexible space for varied work assignments
Large and small group instruction
Science Lab activities
Computer access/work
Art activities
Demonstration
Physical testing of project models
Long-term student project storage
Equipment storage

STORAGE / CASEWORK

Work counter with base cabinet storage
6 drawer flat file storage for poster size sheets
Tall storage cabinets with flexible shelving for
material and project storage
Sink counter
All storage should be lockable

FINISHES

Floor: Linoleum, VCT, or concrete
Walls: Durable painted wall surfaces –
bulletin boards
Ceiling: Acoustical ceiling as high as possible

WINDOWS

Operable clerestory windows for passive
ventilation
Skylights

PLUMBING

SST 2 or 3 compartment utility sink with plaster
trap
Drinking fountain

UTILITIES

Fiber optic computer network for 8 computers
Power/data/communication at walls and in
floor receptacles

LIGHTING

Indirect fixtures with occupancy and light level
sensors and dimming capability
40-50 footcandles average illumination

EQUIPMENT

VCR/DVD mounted in cabinet
1 ceiling mounted projector
8 computers
1 mobile media cart (32 computers)

FURNITURE

8 Worktables and chairs

SPECIALTIES

Window/skylight shades for daylight control
Tackboard
Whiteboards
1 Atomic clock

ACCESS AND SECURITY

Open space with circulation at the perimeter
Lockable storage to secure equipment and
materials in an open high traffic area

REMARKS

This space is the "living room" of each "house"
Ample, even natural daylight without glare

ACADEMIC HOUSE

TEACHER PLANNING AREA

500 sf

OCCUPANCY

10 Teachers

RELATIONSHIPS

Adjacent to Multi-Use Lab, Conference Room,
Teacher Toilet Room
Near to Classrooms

FUNCTION

Office space for teachers
Class preparation
Collaborative planning with other teachers
Small conferences
Lockable storage of teacher's personal items
Storage of instructional materials
Lunchroom function

STORAGE / CASEWORK

Coat closet
Open adjustable shelving for books

FINISHES

Floor: Carpet
Walls: Durable painted wall surfaces &
bulletin board
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows for passive ventilation
Maximize views to exterior
High performance glazing with shading devices

PLUMBING

Sink

UTILITIES

Fiber optic computer network
Power / data / communication at walls and in
floor receptacles

LIGHTING

Indirect fixtures with occupancy and light level
sensors and dimming capability
Task lighting at each workstation

EQUIPMENT

10 Computers
1 Printer
10 Telephones
1 Small refrigerator

FURNITURE

10 Teacher workstations with "L" shaped desk
10 Chairs w/wheels
10 Visitor chairs
10 Tackable partitions
10 4-drawer lockable filing cabinets
Small refrigerator
Small microwave

SPECIALTIES

Window shades for daylight control
Extensive tackboard
Whiteboards
1 Atomic clock
1 Pencil sharpener

ACCESS AND SECURITY

Provide secure drawers and cabinets at teacher
desks
1 Lockable entry door

REMARKS

This open office space is the hub of teacher
collaboration and planning for each Academic
House
Ample, even natural daylight without glare

ACADEMIC HOUSE

COUNSELOR'S OFFICE

140 sf

OCCUPANCY

Private office for individual

RELATIONSHIPS

Adjacent to Student/Teams
Adjacent to Conference Room
Close to a restroom for easy access for students
Adjacent to receptionist or student aide office.

FUNCTION

Counseling students and parents
Conducting conferences
Administrative duties
Preparing records and reports

STORAGE / CASEWORK

Wall-mounted or moveable bookshelves
Folder storage for on-going student files
Lockable student record files

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows for passive ventilation
High performance glazing with shading devices

PLUMBING

None

UTILITIES

Fiber optic computer network
Power/data/communications

LIGHTING

Direct/indirect fixtures with occupancy and
light level sensors
Task lighting
Options for natural light from windows

EQUIPMENT

Computer
Clock
Speaker
Telephone

FURNITURE

1 Desk
1 Chair
4 drawer vertical filing cabinet
2 Waiting chairs
1 Small table

SPECIALTIES

Tackboard
Whiteboard

ACADEMIC HOUSE

COUNSELING ADMINISTRATIVE ASSISTANT

80 sf

OCCUPANCY

1 Secretary and 1 student assistant

RELATIONSHIPS

Proximity to Academic House
Teacher planning room
Conference room

FUNCTION

Counselor support
Parent/student waiting room

STORAGE / CASEWORK

Lost and found storage
Open adjustable shelving
Work counter (credenza)
Coat closet with lock

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows for passive ventilation
High performance glazing with shading devices

PLUMBING

None

UTILITIES

Fiber optic computer network
Power/data/communications
Air conditioning

LIGHTING

Direct/indirect fixtures with occupancy and
light level sensors
Task lighting

EQUIPMENT

Computer
Clock
Speaker
Telephone

FURNITURE

1 Desk
1 Chair
1 Lateral filing cabinet at credenza
3-4 Waiting chairs

SPECIALTIES

Tackboard
Whiteboard

ACADEMIC HOUSE

COUNSELING / TEAM CONFERENCE ROOM

180 sf

OCCUPANCY

10 people

RELATIONSHIPS

Adjacent to reception area, Counselor's office, restroom

FUNCTION

Small group meetings and counseling discussions with students, staff, and parents

STORAGE / CASEWORK

Cabinet to store materials, if not near storage area

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Relites to admit daylight

PLUMBING

None

UTILITIES

Fiber optic computer network
Power/data/communications

LIGHTING

Direct/indirect fixtures with occupancy and light level sensors and dimming capacity

EQUIPMENT

Clock
Telephone

FURNITURE

1 Conference Table
10 Chairs

SPECIALTIES

Window shades for room darkening
Tackboard
Whiteboard
Projector

ACCESS AND SECURITY

REMARKS

Will there be a conference room by each counselors office/team area?

ACADEMIC HOUSE

INFORMATION TECHNOLOGY STORAGE

80 sf

OCCUPANCY

Mobile Computer Lab

RELATIONSHIPS

Adjacent to Teacher Planning, Conference Room
Convenient to Classrooms, Multi-Use Lab

FUNCTION

Storage of instructional materials
Classroom support

STORAGE / CASEWORK

Adjustable shelves

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

None

PLUMBING

None

UTILITIES

Fiber optic computer network
Power / data / communications

LIGHTING

Direct fixture with occupancy sensor

EQUIPMENT

None

FURNITURE

None

SPECIALTIES

None

ACADEMIC HOUSE

TEACHER TOILET ROOM (1 male, 1 female)

(2 @ 50 sf) 100 sf

OCCUPANCY

1 person

RELATIONSHIPS

Adjacent to Teacher Planning
Convenient to Conference Room, Classrooms

FUNCTION

Restroom for teachers

STORAGE / CASEWORK

Cabinet under sink
Clothes hook

FINISHES

Floor: Durable, easily-cleaned, non-porous floor
Walls: Durable, easily-cleaned, non-porous wall surfaces on "wet" walls
Durable painted wall surfaces elsewhere
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Non-vision operable windows if possible

PLUMBING

1 Water closet
1 Lavatory

UTILITIES

Typical power requirements

LIGHTING

Direct fixtures with occupancy sensors

EQUIPMENT

Fan

FURNITURE

None

SPECIALTIES

Durable, easily cleaned toilet room accessories

REMARKS

Sufficient ventilation systems
Design for privacy and acoustical isolation

MEDIA CENTER

READING ROOM / BOOK STACKS

2,300 sf

OCCUPANCY

3 staff
70 students

RELATIONSHIPS

Centrally located in the school with easy public access
Adjacent to Computer Lab
Convenient to Administration, Small Learning Communities

FUNCTION

Data access on and off site
Support all academic functions of the school
Large group (2 simultaneous classes of 35 students) formal instruction and research
Small group instruction, test-taking monitoring
Research, reading, studying by large and small groups and individuals
Computer use
Faculty meetings
Library orientation
Using audio/visual equipment
Storing books, video cassettes and reference material
Community meetings

STORAGE / CASEWORK

Flexible adjustable bookshelves for 15,000 volumes
10' high shelving 12" deep along fixed walls
Movable (on coasters) sectional two-sided shelving 42" high in open areas
Casework for display of periodicals and newspapers
Backpack storage cabinet at entry of Media Center

FINISHES

Floor: Carpet
Walls: Durable painted wall surfaces only at height above access. Vary wall surfaces to include maximum of tackable surface area
Ceiling: Acoustical ceiling

WINDOWS

Maximize views to exterior
High performance glazing with shading devices to ensure indirect, glare-free light (preferable if mechanized, but not accessible by students)

PLUMBING

None

UTILITIES

Fiber optic computer network
Power/data/communication receptacles in walls and floor (including ports for laptops)
Infrastructure for future wireless network

LIGHTING

Indirect fixtures with occupancy and light level sensors and dimming capability

EQUIPMENT

Ceiling mounted data projector
VCR/DVD mounted in cabinet
Photocopier (coin operated for student use)
2 computers for electronic "card catalog"

FURNITURE

Tables and chairs for 70
Comfortable seating for leisure reading area
Station for 2 computers for electric "card catalog"

SPECIALTIES

Window shades for daylight control
Extensive tackboard
Display areas for student work
1 Atomic Clock
Numerous Pencil Sharpeners

ACCESS AND SECURITY

Single point of access with security controls
Provide natural ventilation without compromising security
Layout designed for optimal supervision
Convenient access for community use after hours without compromising security of school use only areas

REMARKS

Media Center should be architecturally distinctive and inspiring for students, staff and the community
Space should be quiet and comfortable
Shelving to accommodate changing signage
Ample, even natural daylight without glare

MEDIA CENTER

REFERENCE

540 sf

OCCUPANCY

25 students (media center total)

RELATIONSHIPS

Adjacent and open to Circulation Desk and Reading Room/Book Stacks

FUNCTION

Book and computer reference and research

STORAGE / CASEWORK

Counter work area for 16 computers
10' high shelving 12" deep along fixed walls (very little shelving needed. Most reference work is now done on-line)
Movable (on coasters) sectional two-sided shelving 42" high in open areas (you could eliminate the two-sided sectional, 42" shelving for back-to-back computer work areas.)
Casework for display of periodicals and newspapers

FINISHES

Floor: Carpet
Walls: Durable painted wall surfaces
Tackable surface on lower walls
Ceiling: Acoustical ceiling

WINDOWS

Maximize views to exterior
High performance glazing with shading devices to ensure indirect, glare-free light

PLUMBING

None

UTILITIES

Fiber optic computer network
Power / data / communication receptacles in walls and floor (including ports for laptops)
Infrastructure for future wireless network

LIGHTING

Indirect fixtures with occupancy and light level sensors and dimming capability

EQUIPMENT

16 Computers (Increase x2 & axe area for books)
1 Scanner
1 Printer (located behind Circulation Desk for control)

FURNITURE

4 Study carrels with chairs (study carrels promote vandalism, keep visibility high)

SPECIALTIES

Window shades for daylight control (automated controllably by staff)

ACCESS AND SECURITY

Layout designed for optimal supervision

REMARKS

Ample, even natural daylight without glare

MEDIA CENTER

CIRCULATION DESK

160 sf

OCCUPANCY

- 1 Media Specialist
- 1 Library Assistant

RELATIONSHIPS

- Central control point at Media Center entrance
- Adjacent to Workroom, Office, and Reference

FUNCTION

- Checking materials in and out of the Media Center
- Primary supervision position with visual access to maximum possible area of Media Center

STORAGE / CASEWORK

- ADA compliant built-in sectional circulation desk with standing and sitting workstations, and shelf and drawer storage

FINISHES

- Floor: Carpet
- Walls: Durable painted wall surfaces
- Ceiling: Acoustical ceiling

WINDOWS

- High performance glazing with shading devices to ensure indirect, glare-free light

PLUMBING

- None

UTILITIES

- Fiber optic computer network
- Power/data/communication receptacles in desk (make outlets available on both inside & outside surfaces of counter/work area)
- Infrastructure for future wireless network

LIGHTING

- Indirect fixtures with occupancy and light level sensors and dimming capability
- Task lighting

EQUIPMENT

- Library Automation System
- Networked printer
- Telephone
- Security controls at entrance
- Book drop that is highly visible

FURNITURE

- Bookcase behind desk (42" max – promote 360° visibility, unless this area backs to a wall)
- 2 Tall bookcases in front to shelve temporary collections
- 4 Book carts
- Chair w/ casters (needs to be tall, rolling architect chair)
- 2 chairs for assistants

SPECIALTIES

- Window shades for daylight control

ACCESS AND SECURITY

- Layout designed for optimal supervision

MEDIA CENTER

WORKROOM

360 sf

OCCUPANCY

1 Media Specialist
1 Library Assistant
Teachers

RELATIONSHIPS

Adjacent to Circulation Desk, Office

FUNCTION

Book processing and repair
Collaborative planning
Research
Cataloging

STORAGE / CASEWORK

Standing height perimeter counters w/
lockable base cabinets
Adjustable open shelf upper cabinets
Workstation for library assistant

FINISHES

Floor: Carpet
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Access to daylight through relites
Good natural light

PLUMBING

SST sink

UTILITIES

Fiber optic computer network
Power / data / communication receptacles above
counters
Infrastructure for future wireless network

LIGHTING

Indirect fixtures with occupancy and light level
sensors and dimming capability
Under-cabinet lighting

EQUIPMENT

Computer
Copier
Paper cutter with rolling cutter head
Telephone

FURNITURE

Worktable in center of room – Tall island 36" for
stand-up work (think Kinkos)
3 Chairs

SPECIALTIES

1 Atomic clock
1 Soap dispenser
1 Towel dispenser

ACCESS AND SECURITY

Exterior access door

MEDIA CENTER

MEDIA SPECIALIST'S / ASSISTANT'S OFFICE (Combined)

200 sf

OCCUPANCY

Private office for individual

RELATIONSHIPS

Adjacent to Circulation Desk, Workroom
Convenient to Media Center Reference,
Reading Room

FUNCTION

Private office
Small meetings

STORAGE / CASEWORK

Bookshelf
Coat closet with lock

FINISHES

Floor: Carpet
Walls: Tackboard
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows

PLUMBING

None

UTILITIES

Fiber optic computer network
Power/data/communications

LIGHTING

Direct/indirect fixtures with occupancy and
light level sensors
Task lighting

EQUIPMENT

Computer
Clock
Telephone

FURNITURE

1 Desk and computer desk
1 Chair
1 Lateral filing cabinet
2 Waiting chairs

REMARKS

Window is nice but should be well louvered to
allow privacy.

MEDIA CENTER

EQUIPMENT STORAGE

225 sf

OCCUPANCY

None

RELATIONSHIPS

Adjacent to Workroom, Circulation Desk
Convenient to Media Center entrance

FUNCTION

Storage of audio-visual and library equipment
including replacements parts, lamps, etc.
Repair and cleaning of AV equipment

STORAGE / CASEWORK

Built-in work counter w/ lockable base cabinets
Open adjustable shelf upper cabinets

FINISHES

Floor: Durable easily-cleaned floor
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

None

PLUMBING

None

UTILITIES

Fiber optic computer network
Power/data/communications

LIGHTING

Direct fixtures with occupancy sensor

EQUIPMENT

AV equipment

FURNITURE

None

SPECIALTIES

None

ACCESS AND SECURITY

Lockable entry door
Access to main hall without having to travel
through Media Center

MEDIA CENTER

COMPUTER LAB

1000 sf

OCCUPANCY

1 teacher
32 students

RELATIONSHIPS

Internal to building
Passageway to IMC
Adjacent to Media Center, Computer
Equipment Room
Convenient to Small Learning Centers
Two doors, one from corridor and one from
IMC

FUNCTION

Computer lab with 32 stations for student word
processing, Internet access, and other
computing needs
Large and small group instruction

STORAGE / CASEWORK

Two tall lockable storage closets
Three lockable technology closets

FINISHES

Floor: Carpet
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

No external windows

PLUMBING

None

UTILITIES

1 data jack and circuit for every 4 computers
Fiber optic computer network with wireless
capability within the room
Power/data/communication floor receptacles
and at 10 feet on center at walls
Air conditioning

LIGHTING

Indirect fixtures with occupancy and light level
sensors and dimming capability
40-50 footcandles average illumination

EQUIPMENT

VCR/DVD mounted in cabinet
1 ceiling mounted projector
33 computers
2 printers
Telephone - VOIP

FURNITURE

32 Student computer stations
32 Chairs
1 Teacher's Computer
1 Teacher's Desk
1 Chair
1 Wardrobe Unit

SPECIALTIES

Operable wall partition with high STC rating
between Computer Lab and Media Center
Window shades for daylight control
Extensive tackboard
4'x8' white boards with map rails on two walls
1 Atomic Clock
1 Pencil Sharpener

ACCESS AND SECURITY

Single door from corridor with 70 PD function
View window in classroom entry door
Operable wall connection to Media Center
Organized for enhanced passive supervision and
ease of access

REMARKS

Flexible space for varied seating arrangements
and potential conversion to general classroom
use
Ample, even natural daylight without glare

MEDIA CENTER

CONTROL ROOM

200 sf

OCCUPANCY

1 teacher
6 students

RELATIONSHIPS

Adjacent to Computer Lab
Convenient to Media Center

FUNCTION

Small group instruction in computer
equipment technology and repair
Video production / sound room

STORAGE / CASEWORK

Work counters with open adjustable shelving
below and pegboard above
Lockable cabinets

FINISHES

Floor: Linoleum or VCT
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Relites into Computer Lab

PLUMBING

ADA accessible

UTILITIES

Fiber optic computer network
Power / data / communication receptacles

LIGHTING

Indirect fixtures with occupancy sensors and
dimming capability

EQUIPMENT

Computers
Tools

FURNITURE

6 stools

SPECIALTIES

1 Atomic Clock
1 Towel Dispenser
1 Soap Dispenser

ACCESS AND SECURITY

Single door from corridor with 70 PD function
View window in entry door

MEDIA CENTER

TEXTBOOK STORAGE

400 sf

OCCUPANCY

RELATIONSHIPS

Within the Media Center
Checkout window with hallway

FUNCTION

Textbook storage and checkout

STORAGE / CASEWORK

Adjustable book storage

FINISHES

Floor: Tile
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

None

PLUMBING

None

UTILITIES

Fiber optic computer network
Power/data/communications

LIGHTING

Direct /indirect fixtures w/occupancy and light level sensors

EQUIPMENT

Computer
Clock
Speaker
Telephone

FURNITURE

Stool
3 portable book carts

SPECIALTIES

Countertop inside room by checkout window to hold computer

ACCESS AND SECURITY

Hallway access to locking roller window

APPLIED ARTS

FAMILY AND CONSUMER STUDIES

1,500 sf

OCCUPANCY

1 teacher and 32 students

RELATIONSHIPS

Adjacent to other Applied Arts classrooms and commons
Access to outside (herb garden)/patio
Access to parking lot

FUNCTION

6 kitchens for food/nutrition instruction
General instruction area
Cooking demonstration area

STORAGE / CASEWORK

Kitchen counters with upper and lower cabinets
Pantry storage
Teacher's wardrobe storage

FINISHES

Floor: Tile in cooking area/carpet in general teaching area
Walls: Durable painted wall surfaces, bulletin board
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows for passive ventilation
Maximize views to exterior

PLUMBING

6 sinks with garbage disposals
2 dishwashers
1 clothes washer

UTILITIES

Fiber optic computer network
Wireless capabilities
Natural gas access for 3 stoves
Dryer outlet
Electrical wiring for 3 stoves, 6 microwaves, 2 dishwashers, 2 refrigerators and 1 clothes washer
Electrical outlets above counters for small appliances
Multiple electrical outlets in sewing machine area
Power/data/communication at 10 feet on center at walls

LIGHTING

Indirect fixtures w/light-level and occupancy sensors
Under cabinet lighting

EQUIPMENT

2 refrigerator/freezers
6 microwaves
2 dishwashers
6 oven/stoves with exhaust fan/hood, switch operated w/timers (3 electric /3 gas)
1 washer and 1 dryer
Demonstration table with mirror and 2 burner cook top
15 sewing machine tables which lower to create worktables
VCR/DVD mounted in cabinet
1 ceiling mounted projector
1 overhead/ELMO
1 teacher computer
Telephone
Pencil sharpener
Whiteboard and screen
2- 4 drawer lockable filing cabinets.

FURNITURE

6 large tables (5 students per table)
32 student chairs
1 teacher desk
1 teacher chair w/wheels
1 wardrobe unit

SPECIALTIES

Mirrors at eye level above sinks w/out windows with shelf
No upper cupboard above sinks
Screen for external door
Washer and dryer need to be placed in soundproof closet and dryer vented to outside
Recycling area needed
Microwaves off countertops
6 paper towel and soap dispensers

ACCESS AND SECURITY

Exterior door with access to parking lot for deliveries

APPLIED ARTS

ART CLASSROOM

(1,600 w/storage and kiln room) 1,300 sf

OCCUPANCY

1 teacher
32 students

RELATIONSHIPS

Adjacent to Technology Education Classroom
Convenient to Computer Lab
Locate near center of school

FUNCTION

Flexible teaching environment for fine arts
Large and small group instruction
Working on art projects
Display of student projects
Storage of art supplies and student projects
(storage of projects as they are in progress.)

STORAGE / CASEWORK

Built-in SST counter along one wall with 3
integral sinks
Built-in counter along one wall with a
combination of lockable cabinets and open
adjustable shelving, upper and lower
Teacher's wardrobe storage
Lockable storage for student projects

FINISHES

Floor: Linoleum or VCT
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows for passive ventilation
Maximize views to exterior
High performance glazing with shading devices
as required
North light required

PLUMBING

3 SST sinks with plaster traps
ADA accessible

UTILITIES

Fiber optic computer network
Power/data/communication receptacles at 10
feet on center at walls

LIGHTING

Indirect fixtures with occupancy and light level
sensors and dimming capability
Track lighting for flexibility of lighting art
display, models, still life, etc.

EQUIPMENT

VCR/DVD mounted in cabinet
1 ceiling mounted projector
3 computers
1 printer
Kilns
Telephone - VOIP

FURNITURE

Worktables with space for 32 students
32 Stools/chairs
1 Teacher's demonstration table
1 Teacher stool/chair
1 Wardrobe Unit
1 4-drawer lockable filing cabinet
1 6-drawer flat file

SPECIALTIES

Window shades for daylight control
Extensive tackboard
White board
1 Overhead mirror at demonstration table
1 Fire extinguisher
1 Atomic Clock
1 Pencil Sharpener
1 Towel Dispenser
1 Soap Dispenser

ACCESS AND SECURITY

Two doors from corridor with 70 PD function
View window in classroom entry doors
Organized for enhanced passive supervision
and ease of access

REMARKS

Flexible space for varied seating arrangements
Ample, even natural daylight without glare
Separate room for kilns
Provide ample room for display of student work
An adjacent exterior patio is desirable
Proper ventilation to exhaust fumes from art
activities

APPLIED ARTS

TECHNOLOGY EDUCATION CLASSROOM

(1,800 w/storage) 1,350 sf

OCCUPANCY

1 teacher
30 students

RELATIONSHIPS

Convenient to Computer Lab and Art Classroom
Located near center of school

FUNCTION

Flexible teaching environment for changing curricula and space needs
Computer Aided Design and drafting
Traditional drafting
Large and small group instruction
Display of student projects
Storage of classroom materials and student projects

STORAGE / CASEWORK

Built-in counter along one wall with sink and upper and lower storage cabinets
Teacher's wardrobe storage

FINISHES

Floor: Linoleum or VCT
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows for passive ventilation
Maximize views to exterior
High performance glazing with shading devices

PLUMBING

SST sink with gooseneck faucet and bubbler
ADA accessible

UTILITIES

Fiber optic computer network
Power / data / communication floor receptacles and at 10 feet on center at walls

LIGHTING

Indirect fixtures with occupancy and light level sensors and dimming capability
40-50 footcandles average illumination

EQUIPMENT

VCR/DVD mounted in cabinet
1 ceiling mounted projector
12 computers
1 large-format printer
1 printer
Saws
Drills

FURNITURE

12 Student drafting / computer stations
12 Chairs
1 Teacher's Drafting / computer desk
1 Chair
1 Wardrobe Unit

SPECIALTIES

Window shades for daylight control
Extensive tackboard
4'x8' white boards with map rails on two walls
1 Atomic Clock
1 Pencil Sharpener
1 Towel Dispenser
1 Soap Dispenser

ACCESS AND SECURITY

Two doors from corridor with 70 PD function
View window in classroom entry doors
Organized for enhanced passive supervision and ease of access

REMARKS

Flexible space for varied seating arrangements
Ample, even natural daylight without glare
Divide room 1/2 drafting other 1/2 work room with saws and drills stored on two separate walls

PERFORMING ARTS

CHOIR ROOM

(1,400 w/storage) 1,200 sf

OCCUPANCY

Up to 75 students

RELATIONSHIPS

Adjacent and open to Commons/Stage
Adjacent to Band Room, Drama Room, Riser
Storage, Instrument Storage, Office

FUNCTION

Large group instruction in singing
Drama, choir, and band rehearsals
Public performances and lectures

STORAGE / CASEWORK

Open adjustable shelving for music folios

FINISHES

Floor: Hardwood floor with non-reflective finish
Walls: Durable painted wall surfaces
Ceiling: Suspended gypsum ceiling with absorptive panels as required for acoustic design
Acoustical "eyebrow" canopy at proscenium

WINDOWS

Even diffuse daylight desirable
Skylights with blackout capability

PLUMBING

Sink/water fountain

UTILITIES

Fiber optic computer network
Power/data/communication receptacles at walls and in recessed floor boxes
Recording equipment to record group

LIGHTING

Direct/Indirect fixtures with occupancy sensors and dimming capability
Incandescent track lighting on dimmers for stage productions

EQUIPMENT

Ceiling mounted projector
TV/VCR/DVD, stereo, microphones, mic stands, sound board, speakers

FURNITURE

75 Choir chairs

SPECIALTIES

Portable choir risers
Skylight shades for daylight control
Operable wall partition at proscenium opening

ACCESS AND SECURITY

Back stage acoustical door with gaskets and seals
ADA accessibility
Stage access from Commons

REMARKS

Stage 16" above floor of commons
Ceiling height to be determined by acoustical volume requirements
Design for room acoustics and sound isolation with appropriate materials, details, and systems
Design for easy loading of people, instruments, scenic props, etc.

PERFORMING ARTS

RISER STORAGE

100 sf

OCCUPANCY

RELATIONSHIPS

Adjacent to Band Room, Choir Room/Stage

FUNCTION

Storage of band and choral risers

STORAGE / CASEWORK

None

FINISHES

Floor: Concrete

Walls: Durable painted wall surfaces

Ceiling: Suspended acoustical tile ceiling

WINDOWS

None

PLUMBING

None

UTILITIES

Typical requirements

LIGHTING

Direct/Indirect fixtures with occupancy sensors

EQUIPMENT

None

FURNITURE

None

SPECIALTIES

Riser carts

ACCESS AND SECURITY

Oversize door

REMARKS

Design for easy loading of risers to and from
Band Room and Stage

PERFORMING ARTS

BAND / ORCHESTRA ROOM

(1,640 w/storage) 1,400 sf

OCCUPANCY

Up to 75 students

RELATIONSHIPS

Adjacent to Riser Storage, Instrument Storage, Practice Rooms, Choir Room/Stage, Office
Convenient to Commons, Drama Room

FUNCTION

Large group instruction in band
Listening to music
Rehearsals

STORAGE / CASEWORK

Counter with sink and lockable base cabinets
Open adjustable shelving for music folios

FINISHES

Floor: Linoleum or VCT
Walls: Durable painted wall surfaces
Ceiling: Suspended gypsum ceiling with absorptive panels as required for acoustic design

WINDOWS

Even diffuse daylight desirable
Skylights or windows with blackout capability

PLUMBING

SST sink with gooseneck faucet and bubbler
(sink large enough to hold tuba)

UTILITIES

Fiber optic computer network
Power/data/communication receptacles at 10' on center

LIGHTING

Direct/Indirect fixtures with light level and occupancy sensors and dimming capability

EQUIPMENT

1 ceiling mounted projector
Audio equipment: LP, CD-R, Cassette
Video equipment: TV, VCR, DVD
Speakers
Microphones
Telephone
Recording equipment to record group

FURNITURE

75 Music chairs w/ carts
75 Music stands w/ carts
1 Director's podium
1 Director's chair and music stand

SPECIALTIES

Window/skylight shades for daylight control
2 4'x8' whiteboards (1 with musical staff)
Tackboard
1 Atomic Clock
1 Pencil Sharpener
1 Towel Dispenser
1 Soap Dispenser

ACCESS AND SECURITY

Acoustical door with gaskets and seals

REMARKS

Ceiling height to be determined by acoustical volume requirements
Flat floor
Design for easy loading of instruments – oversize door
Design for room acoustics and sound isolation with appropriate materials, details, and systems

PERFORMING ARTS

INSTRUMENT STORAGE

300 sf

OCCUPANCY

Up to 75 students

RELATIONSHIPS

Adjacent to Band Room, Practice Rooms
Convenient to Choir Room/Stage, Riser Storage,
Office

FUNCTION

Storage of student and school musical
instruments

STORAGE / CASEWORK

Lockable cabinets for 300 musical instruments
(Wenger lockers of various sizes for student
personal & instruments used on daily basis)

FINISHES

Floor: Concrete
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

None

PLUMBING

None

UTILITIES

Typical requirements

LIGHTING

Direct/Indirect fixtures with occupancy sensors

EQUIPMENT

None

FURNITURE

None

SPECIALTIES

None

ACCESS AND SECURITY

Door opens directly to Band Room

REMARKS

Design for easy loading of instruments

PERFORMING ARTS

PRACTICE ROOM

240 sf

OCCUPANCY

2 rooms, one at 160 sf, one at 80 sf

RELATIONSHIPS

Adjacent to Band Room, Instrument Storage

FUNCTION

Individual and small group musical instrument practice

STORAGE / CASEWORK

None

FINISHES

Floor: Carpet
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical ceiling

WINDOWS

None

PLUMBING

None

UTILITIES

Typical requirements

LIGHTING

Direct/Indirect fixtures with occupancy sensors

EQUIPMENT

Upright piano

FURNITURE

None

SPECIALTIES

Mirror

ACCESS AND SECURITY

REMARKS

Design for acoustical isolation

PERFORMING ARTS

TEACHER OFFICES

(3@100 sf) 300 sf

OCCUPANCY

3 private offices for individuals or combination

RELATIONSHIPS

One office each adjacent to Band Room, Drama Room, and Choir Room/Stage

FUNCTION

Private offices for research and teacher preparation
Conferences with students

STORAGE / CASEWORK

Bookshelf
Coat closet with lock

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows for passive ventilation if possible
High performance glazing with shading devices

PLUMBING

None

UTILITIES

Fiber optic computer network
Power/data/communications

LIGHTING

Direct/indirect fixtures with occupancy and light level sensors
Task lighting

EQUIPMENT

Computer
Atomic Clock
Telephone

FURNITURE

1 Desk
1 Chair
1 Lateral filing cabinet
2 Waiting chairs

SPECIALTIES

Tackboard
Whiteboard

PERFORMING ARTS

DRAMA ROOM (STAGE)

1000 sf

OCCUPANCY

30 students

RELATIONSHIPS

Adjacent to Choir, Band Rooms, Office
Convenient to Commons

FUNCTION

Small and large group instruction in dramatic arts
Rehearsals

STORAGE / CASEWORK

Counter with sink and lockable base cabinets
Open adjustable shelving
Wardrobe closet

FINISHES

Floor: Linoleum or VCT
Walls: Durable painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Even diffuse daylight desirable
Skylights or windows with blackout capability

PLUMBING

SST sink with gooseneck faucet and bubbler

UTILITIES

Fiber optic computer network
Power / data / communication receptacles at 10'
on center

LIGHTING

Direct / Indirect fixtures with light level and occupancy sensors and dimming capability
Incandescent theatrical track lighting with dimming capability

EQUIPMENT

VCR / DVD mounted in cabinet
Speakers
Ceiling mounted projector
Telephone

FURNITURE

30 chairs

SPECIALTIES

Whiteboard
Tackboard
1 Atomic Clock
1 Pencil Sharpener
1 Towel Dispenser
1 Soap Dispenser

ACCESS AND SECURITY

Acoustical door with gaskets and seals

REMARKS

Ceiling height to be determined by acoustical volume requirements
Design for room acoustics and sound isolation with appropriate materials, details, and systems

COMMONS

6,000 sf

OCCUPANCY

3 lunches with 267 students each
500 chair seating for plays, concerts, speakers

RELATIONSHIPS

Adjacent to kitchen, storage, performing arts, stage
Accessible to the community for after hours use
Access/adjacent to outside play area
Student store

FUNCTION

3 student lunches
Student socializing
Drama productions
Music performances
Community meetings

STORAGE / CASEWORK

Chairs/tables

FINISHES

Floor: Tile
Walls: Durable painted wall surfaces, bulletin board
Ceiling: Acoustical for speakers and performances

WINDOWS

Generous daylight and natural ventilation
Blackout capability

PLUMBING

None

UTILITIES

Fiber optic computer network
Power/data/communication receptacles at walls and in recessed floor boxes

LIGHTING

Direct fixtures with light-level and occupancy sensors and dimming capability
Incandescent theatrical track lighting on dimmers for drama productions

EQUIPMENT

Ceiling mounted data projector
Public announcement and sound system
Several TVs mounted throughout commons
VCR/DVD mounted in cabinet

FURNITURE

500 chairs with storage carts
Portable tables for 350
Clocks

SPECIALTIES

Built in risers for seating for 200

ACCESS AND SECURITY

Highly visible, easy access from main entry

REMARKS

Design architecturally distinctive space that serves as the "living room" of the school

LEADERSHIP CLASSROOM / STUDENT STORE

(1,025 w/student store) 925 sf

OCCUPANCY

- 1 teacher
- 30-32 students
- 2 students within student store

RELATIONSHIPS

- Adjacent to commons and student store
- Student store access to main student circulation through coiling window

FUNCTION

- Flexible teaching environment for changing curricula and space needs
- Large and small group instruction
- Display of student projects – bulletin boards
- Storage of classroom materials and student projects (long drawers for posters)
- Computer use

STORAGE / CASEWORK

- Built-in counter along one wall with sink and upper and lower storage cabinets
- Teacher's wardrobe storage
- Student store shelving on all walls with counter at window

FINISHES

- Floor: Tile
- Walls: Durable painted wall surfaces
Bulletin board
- Ceiling: Suspended acoustical tile ceiling

WINDOWS

- Operable windows for passive ventilation
- Maximize views to exterior
- High performance glazing with shading devices

PLUMBING

- Sink/drinking fountain

UTILITIES

- Fiber optic computer network for 4-6 computers
- Power/data/communication at 10 feet on center at walls
- Wireless capabilities

LIGHTING

- Indirect fixtures with occupancy and light level sensors and dimming capability
- 40-50 footcandles average illumination

EQUIPMENT

- VCR/DVD mounted in cabinet
- 1 ceiling mounted projector
- Overhead, ELMO
- 1 teacher's computer
- Telephone – VOIP
- Whiteboard, screen

FURNITURE

- 16 student tables w/32 chairs
- 2, 4-Drawer Lockable Filing Cabinets (moveable)
- 1 Chair w/wheels
- 1 Teacher's Desk
- 1 Wardrobe Unit

SPECIALTIES

- Window shades for daylight control
- Extensive tackboard
- 4'x8' white boards with map rails on two walls
- 1 Atomic Clock
- 1 Pencil Sharpener

ACCESS AND SECURITY

- Single door from corridor with 70 PD function (magnetized)
- View window in classroom entry door
- Secure classroom from public when school is not in session
- Organized for enhanced passive supervision and ease of access

REMARKS

- Flexible space for varied seating arrangements
- Create space for small group work
- Ample, even natural daylight without glare

FOOD SERVICE / COMMONS / LEADERSHIP

STAFF LUNCH ROOM

860 sf

OCCUPANCY

20-25 staff for lunch

RELATIONSHIPS

Adjacent to kitchen or administration
Connection to extension hardscape patio

FUNCTION

Lunchroom for teachers and staff

STORAGE / CASEWORK

Counter w/lockable base and upper cabinets

FINISHES

Floor: Tile by sink / carpet in eating and sitting areas
Walls: Durable wall painted surfaces w/bulletin boards
Ceiling: Suspended acoustical tile

WINDOWS

Generous daylight and natural ventilation
Windows/skylights

PLUMBING

Sink w/garbage disposal

UTILITIES

Fiber optic computer network
Power/data/communication receptacles

LIGHTING

Direct/indirect fixtures w/light level and occupancy sensors

EQUIPMENT

VCR/DVD mounted in cabinet
2 microwaves
2 refrigerator/freezers
Telephone

FURNITURE

6 tables
25 chairs
2 couches
Telephone carrel

PHYSICAL EDUCATION

GYMNASIUM

10,440 sf

OCCUPANCY

2 simultaneous classes with 1 teacher and 35 students each
Bleacher seating for 800 for events and all-school assemblies

RELATIONSHIPS

Adjacent to Locker Rooms, Storage, Staff Locker Rooms and Offices
Convenient to outside fields, public restrooms, health classroom, community offices, commons

FUNCTION

Physical Education classes
All-school assemblies, fairs
Athletic practice and games
Community use

STORAGE / CASEWORK

Community storage, PE storage, athletic storage

FINISHES

Floor: Resilient hardwood maple gym floor
Walls: Durable walls with acoustical treatment (w/ dry erase boards and areas for posters and student work)
Ceiling: Exposed structure w/ acoustical treatment

WINDOWS

Natural daylight and ventilation required
Skylights and/or clerestory glazing that produces diffuse glare-free lighting conditions

PLUMBING

Drinking fountains in corridor just outside gym

UTILITIES

Power / data / communication receptacles in walls
Power / data / communication for scoreboards, public address system, audio equipment

LIGHTING

Direct fixtures with light level and occupancy sensors

EQUIPMENT

6 Electric retractable glass backboards
2 Sets volleyball standards and nets
1 Ceiling-hung divider curtain
Public address / audio system
Microphone

FURNITURE

1 desk for score clock / teacher desk

SPECIALTIES

2 Clocks w/ protective grille
2 Scoreboards
Wall pads at ends of courts

ACCESS AND SECURITY

Lockable doors w/ view window from school corridor
Lockable doors directly to exterior
Well-marked public event entry directly to Gymnasium corridor
Secure school corridor system from Gymnasium area during after-hours community events

REMARKS

Court requirements:
1 50'x75' basketball court
2 46'x75' volleyball courts (superimposed on basketball courts)
High quality natural daylighting and natural ventilation
Design for supervision from Staff Offices

PHYSICAL EDUCATION

HEALTH CLASSROOM

925 sf

OCCUPANCY

1 teacher
30 students

RELATIONSHIPS

Adjacent to Gymnasium
Convenient to Staff Locker Room and Offices,
Locker Rooms, Storage

FUNCTION

Flexible teaching environment for changing
curricula and space needs
Large and small group instruction in health
education
Display of student projects
Storage of classroom materials and student
projects
Computer use

STORAGE / CASEWORK

Built-in counter along one wall with sink and
upper and lower storage cabinets
Teacher's wardrobe storage

FINISHES

Floor: Linoleum or VCT
Sound attenuation between floors
Walls: Durable painted wall surfaces
Fixed non-structural walls between
classroom with 47 STC rating
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Operable windows for passive ventilation
Maximize views to exterior
High performance glazing with shading devices

PLUMBING

SST sink with gooseneck faucet and bubbler
ADA accessible

UTILITIES

Fiber optic computer network
Power / data / communication at 10 feet on center
at walls

LIGHTING

Indirect fixtures with occupancy and light level
sensors and dimming capability
40-50 footcandles average illumination

EQUIPMENT

VCR/DVD mounted in cabinet
1 ceiling mounted projector
4 computers
1 printer
Telephone - VOIP

FURNITURE

30 Student Desks
30 Student Chairs
2 4-Drawer Lockable Filing Cabinets
1 Chair
1 Teacher's Desk
1 Wardrobe Unit

SPECIALTIES

Window shades for daylight control
Extensive tackboard
4'x8' white boards with map rails on two walls
1 Atomic Clock
1 Pencil Sharpener
1 Towel Dispenser
1 Soap Dispenser

ACCESS AND SECURITY

Single door from corridor with 70 PD function
View window in classroom entry door
Secure classroom from public when school is not
in session
Organized for enhanced passive supervision
and ease of access

REMARKS

Flexible space for varied seating arrangements
Create space for small group work
Ample, even natural daylight without glare

PHYSICAL EDUCATION

STORAGE

(600 sf interior/400 sf exterior) 1000 sf

OCCUPANCY

None

RELATIONSHIPS

Adjacent to Gymnasium
Convenient to Outdoor Play Areas, Staff Locker
Rooms and Offices

FUNCTION

Storage for Gymnasium equipment and supplies including balls, rackets, bats, mitts, bases, cones, nets, hockey sticks, hockey goals, track high jump mats (large equipment) sound system equipment, etc.

STORAGE / CASEWORK

Tall open shelving and cabinets

FINISHES

Floor: Concrete
Walls: Durable painted wall surfaces
Ceiling: Exposed structure

WINDOWS

None

PLUMBING

None

UTILITIES

Typical power requirements

LIGHTING

Direct fixture with door sensor

EQUIPMENT

None

FURNITURE

None

SPECIALTIES

Movable carts for transporting equipment (ball and equipment carts)

ACCESS AND SECURITY

Lockable door from Gymnasium

REMARKS

PHYSICAL EDUCATION

COMMUNITY STORAGE

200 sf

OCCUPANCY

None

RELATIONSHIPS

Adjacent to Gymnasium, Locker Rooms

FUNCTION

Storage for community athletic equipment

STORAGE / CASEWORK

Shelving

FINISHES

Floor: Concrete

Walls: Painted wall surfaces

Ceiling: Suspended acoustical tile ceiling

WINDOWS

None

PLUMBING

None

UTILITIES

Typical power requirements

LIGHTING

Direct fixtures with occupancy sensors

EQUIPMENT

None

FURNITURE

None

SPECIALTIES

None

ACCESS AND SECURITY

Lockable door from Gymnasium corridor

Secure school corridor system from Gymnasium area during after-hours community events

PHYSICAL EDUCATION

LOCKER ROOM

(2 @ 1,800 sf) 3,600 sf

OCCUPANCY

70 students (4 PE/ activity classes)

RELATIONSHIPS

Adjacent to Gymnasium, Outdoor Play Areas,
Staff Locker Rooms and Offices
Convenient to Storage

FUNCTION

Physical Education class clothes changing
Showering, dressing
Community use

STORAGE / CASEWORK

Built-in benches

FINISHES

Floor: Non-slip, easily-cleaned, non-porous
floor, Ceramic tile at showers
Walls: Durable, easily-cleaned, non-porous
walls Ceramic tile at showers
Bulletin board
Ceiling: Suspended painted gypsum board

WINDOWS

Daylighting required
Non-vision operable windows and/or skylights

PLUMBING

5 Water closets
3 Lavatories
4 Showers w/ privacy stalls
Floor drains

UTILITIES

Typical power requirements

LIGHTING

Direct fixtures with light-level and occupancy
sensors

EQUIPMENT

400 Half-height lockers w/ vents and locks
2 Hand dryers
2 Soap dispensers

FURNITURE

None

SPECIALTIES

Durable, easily cleaned toilet room accessories
Clock
Mirrors

ACCESS AND SECURITY

Door to gymnasium
Door to exterior near Outdoor Play Areas
Secure school corridor system from Gymnasium
area during after-hours community events
Area in between locker stalls need to be visible
from staff office area.

REMARKS

Meet ADA requirements throughout space
Sufficient ventilation systems
Design for privacy and acoustical isolation

PHYSICAL EDUCATION

OFFICE

(2 @ 170 sf) 340 sf

OCCUPANCY

Office for physical education teachers

RELATIONSHIPS

Adjacent to Staff Locker Room, Gymnasium,
Locker Rooms
Convenient to Health Classroom

FUNCTION

Office space for class preparation, file storage
Small conferences
Gymnasium supervision

STORAGE / CASEWORK

Bookshelf
2 coat closets with locks

FINISHES

Floor: Carpet
Walls: Painted wall surfaces
Ceiling: Suspended acoustical tile ceiling

WINDOWS

Relite with view into Gymnasium

PLUMBING

None

UTILITIES

Fiber optic computer network
Power/data/communications

LIGHTING

Direct/indirect fixtures with occupancy and
light level sensors
Task lighting

EQUIPMENT

Computer
Clock and speaker
Telephone
Printer

FURNITURE

2 Desk
2 Chair
1 Lateral filing cabinet
2 Waiting chairs

SPECIALTIES

Tackboard
Whiteboard
Window blinds for relite

ACCESS AND SECURITY

Lockable door from Gymnasium corridor

REMARKS

Elevated office space to supervise locker
room

PHYSICAL EDUCATION

PHYSICAL EDUCATION / HEALTH ROOM

1,500 sf

OCCUPANCY

Class with one teacher and 30 students

RELATIONSHIPS

Adjacent to locker rooms and gym

FUNCTION

Fitness classes
After school open fitness time
Community use

STORAGE / CASEWORK

Lockable storage cabinet

FINISHES

Floor: Rubber mat
Walls: Painted wall surfaces – acoustical control on walls that neighbor classrooms
Ceiling: Suspended acoustical tile ceiling

WINDOWS

On gym wall into Fitness Room
Natural daylight and ventilation required

PLUMBING

Sink
Drinking fountain

UTILITIES

Power / data / communication receptacles in walls

LIGHTING

Direct fixtures with light level and occupancy sensors

EQUIPMENT

7-10 cardio machines
2 universal / multi-station weight machines
Free weights
VCR/DVD mounted in cabinet
Ceiling mounted projector
Computer
Clock and speaker
Telephone

FURNITURE

1 teacher's desk
1 chair
1 wardrobe unit
1 4-drawer lockable filing cabinet

SPECIALTIES

1 wall with mirrors

ACCESS AND SECURITY

From gym, outside and hall