



Southington Public Schools
Southington, Connecticut

ELEMENTARY EDUCATIONAL SPECIFICATIONS

for

Urbin T. Kelley Elementary School

March 12, 2026

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I. INTRODUCTION

The Southington Public Schools is committed to consistently maintaining our facilities and planning for the future of our buildings as 21st century learning environments. To initiate planning for a new PK-5 Kelley Elementary School, the Southington Board of Education engaged the services of Colliers Project Leaders, and Daniel Hansen, educational consultant, to assist with the development of these educational specifications. The following individuals participated in the initial specific program meetings to provide input for these educational specifications:

Marge Appleby, Paraeducator
Cindy Arduini, Secretary to the Principal
Barabara Bartlett, Manager, Food Services
Lauren Berko, Social Worker
Penny Bianchini Victor, Teacher, Grade 1
Missy Boneski, Teacher, Kindergarten
Alexis Borelli, Teacher, Grade 1
Barbara Bottiglieri, Teacher, Grade 4
Mary Cannan, Paraeducator
Lisa Christensen, Paraeducator
Melissa D'Orazio, Teacher, Special Education
Lisa Doucette, Teacher, Literacy Intervention
Darleen Folcik, Paraeducator, Media Center
Alicia Gauvin, Teacher, Special Education
Ali Grigerek, Teacher, Math Intervention
Scott Herman, Teacher, Grade 4
Rob Jacques, Teacher, Grade 3
Marilyn Kahl, Principal, Kelley School
Lisa Kelly, Teacher, Grade 2
Eric Korp, Teacher, Physical Education
Larry Lacombe, Head Custodian
Amy Lasbury, Teacher, Kindergarten
Dea Laviero, Teacher, Special Education
Stephanie Lawlor, District Curriculum Coordinator (ELA/SS)
Lauren Liberatore, Teacher, Visual Arts

Rachel Lyles, Occupational Therapist
Steven Madancy, Superintendent
Marigrace Maley, Teacher, General Music
Jennifer Manware, Teacher, Grade 3
Amie Miron, School Nurse, RN
Christine Monahan, Physical Therapist
Valerie Moriarty, Teacher, Grade 5
Amanda Newland, Media Specialist
Frank Pepe, Assistant Superintendent
Rachel Pitino, Teacher, Grade 5
Lynn Potamis, Teacher, Grade 2
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Tyler Savage, Technology Network Manager
Matthew Schmidt, Teacher, General Music
Amanda Schroder, Teacher, Speech & Language
Heather Shane, Teacher, Instrumental Music
Andrea Silva, Psychologist
Dan Spatafore, Custodian
Lindsay Veroneau, Teacher, Intervention
Candace Zakrzewski, Teacher, BCBA
Amy Zappone, District Curriculum Coordinator (Math/Science)

II. SOUTHINGTON CORE DOCUMENTS

Southington Public Schools Mission Statement

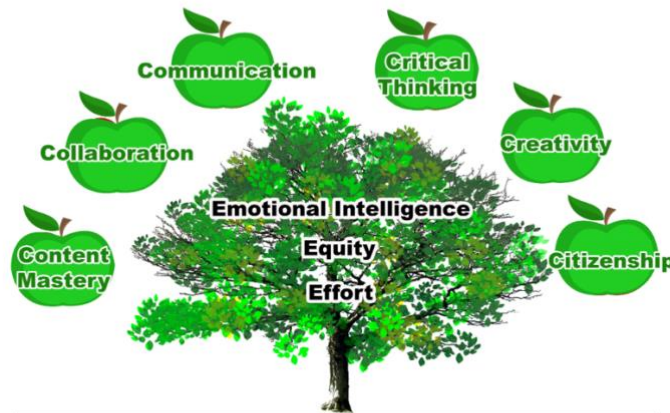
The Mission of the Southington Public Schools is to have:

Students engage in a range of educational experiences to become informed, adaptive problem solvers who effectively communicate, rise to challenges, and are committed to improve themselves and their communities.

Curriculum & Instruction

The Southington Public Schools are committed to offering all of its students outstanding curriculum and instruction that is aligned to state and national standards, the developmental needs of students and preparatory for success in the 21st century.

Southington Public Schools Vision of a Graduate



A graduate of the Southington Public Schools will be college or career ready and prepared for life beyond by mastering the knowledge and demonstrating the skills to communicate effectively, think creatively and critically, and contribute to the global community.

III. PROJECT RATIONALE

This project seeks to provide a school building that:

- Creates learning environments designed for current instructional strategies as captured in Southington's Core Documents;
- Benefits from needed technology upgrades;
- Complies with current building and fire codes;
- Incorporates contemporary design for school safety;
- Utilizes modern, efficient heating and cooling systems; and
- Provides accessibility to all by meeting the requirements of the Americans with Disabilities Act.

IV. THE PROJECT

Objective: To ensure all Southington children are able to attend a school that is safe, modern, compliant with current building codes and able to support their educational program.

The following project specifications for the new Kelley Elementary School were developed using data from the population capacity study conducted in 2025 by the MP Planning Group. A forthcoming 2026 projection is expected shortly:

- School: Kelley Elementary School (PK – 5)
- Project Type: New Construction
 - Total Program Area: **61,225** square feet
- Anticipated Referendum: June 2026

- Design Enrollment: **494** students (K-5); **136** (PreK)

V. ENROLLMENT AND CAPACITY DATA

The Kelley Elementary School enrollment as of October 1, 2025 was 288 students in grades K-5. The eight-year maximum enrollment projection for the new K-5 Kelley Elementary School is 494, which takes into consideration redistricting efforts throughout the Southington elementary school districts. The new Kelley Elementary School will also include seven (7) Preschool classrooms serving students from throughout the district.

Source: *School Enrollment Projections, MP Planning Group, 2025*

VI. OVERVIEW OF PROGRAMS

GENERAL EDUCATION

The features of the elementary classrooms at Kelley can be divided into three classifications: Early Childhood – Full-Day Kindergarten; Early Elementary - grades one and two; and Intermediate - grades three, four and five. The classroom needs of all elementary children will require flexibility of space, portability of furniture and acoustical treatment of environment. This will be accommodated while providing low height furnishings and more space for group instruction and movement that will range from total class involvement to three or four separate groups doing different activities at the same time. Specific to Southington’s instructional approach, whole class gathering spaces are required for class meetings, language arts and mathematics mini lessons. Space should also be provided for students to read, write, research, and study for either individual or small group projects. The learning environment must also accommodate space for multiple adults (specialists and para educators) who work with students within the general classroom environment. All instructional classrooms require storage space for items such as classroom libraries, texts, reference materials, supplemental books, supplies, curriculum materials, and student technology. Equally important is wall space to post anchor charts and other instructional reference materials for students to access on a daily basis. In addition to the subject areas of Health & Wellness, Mathematics, Reading/Language Arts, Science, and Social Studies, our General Education program includes curriculum focused on Art, Music, and Physical Education. Additionally, an instrumental program is provided for all students in grades 4 and 5. Support Services include a Library/Media Center and technology support integrated throughout the learning environments. Facilities for these areas need to be specific to each program’s purpose yet allow for flexibility of space as with the K-5 classrooms. As the K – 5 program requires that students travel to these various program areas periodically during the day, consideration should be given to the student traffic that will result from this academic arrangement.

A platform off of the gymnasium will serve as a stage area for school assemblies, performances and other events. It will be adjacent to the gymnasium and accessible from the main corridor. The platform will be accessible and code compliant with ramp access. Included in the design will be a high-quality built-in sound system, stage draperies and main curtains, as well as adjustable stage and general lighting. An electronically controlled acoustical wall will be installed at the proscenium to allow the space to be used for instrumental music lessons and ensemble practice on the platform while the gymnasium is in use.

Additional instructional space is necessary to provide support for non-identified students, as prescribed in the Scientific Researched Based Intervention (SRBI) requirements of the

Connecticut State Department of Education. General Education Intervention/Support Services is comprised of Reading, Mathematics and Multi Language Learner support (ML). Each of these rooms will be centrally located within the academic area of the building. These rooms will be utilized for individual testing, individual and small group instruction. Additionally, an office is required for a school-based Climate Specialist who provides behavioral supports for students. The outside play area for the early elementary and intermediate levels must be extensive and varied to accommodate activities that range from the minimal space demands of individual and partner activities, to larger areas needed for larger group activities. Ideally, this play area should be in close proximity to gymnasium and cafeteria for easy access, yet away from instructional classroom spaces, if possible. The early childhood play area should be near the kindergarten classrooms, depending on the design of the school and proximity to other classrooms.

SPECIAL EDUCATION

Southington Public Schools invest significantly in their special education programming to best serve their students and in order to avoid costly outplacement services for their students. Special Education programs at the new Kelley Elementary include: K-5 Special Education Resource, Occupational/Physical Therapy (OT/PT) Services and Related Services (Social Work, Psychologist, Speech/Language/Hearing, BCBA).

Program spaces for special education/related service teachers should be able to meet the needs of small group instruction. They will need to be of sufficient size to accommodate children who require specialized equipment. Rooms will be used for individual testing, confidential meetings with parents and/or students, individual and small group instruction, counseling, and staff conferences.

PRE-SCHOOL PROGRAM

Based on current enrollment projections of 136 students, seven classrooms of the Preschool program will be required to meet the needs of special education students. Of the 136 students served, 112 would attend at a time. By design, and to meet the legal requirements for inclusive education, the classes include eligible students with special needs and at least equal numbers of typical same age peers. All of the furnishings, toilet and sinks should be at a level appropriate for children aged three to five. These classrooms should have space to accommodate gross and fine motor activities as well as lessons and an area for the children to sit together as a group. The classroom needs to have ample space to accommodate children who use wheelchairs, standers or other adaptive equipment, and several adults.

SUPPORT SERVICES

MEDIA CENTER

The Library Media Center of an elementary school is a multi-purpose room and preferred to be located as a central “hub” of the school and can be referred to as a Learning Commons. It should be bright, colorful, attractive, warm and inviting. It is important that the media center be designed with the student’s safety in mind. There should be freestanding, moveable, low, double-faced shelving allowing a staff member to see the entire area. The area must be spacious enough to house an appropriate print and media collection. There should be room for multiple classrooms to use this resource on an independent basis. The room is divided for multiple purposes: a small story corner, a large group instructional “classroom” space, a student project area, a production area for teachers, provision for computer workstations for research and access

to online card catalogue as well as a circulation area located near an entrance/exit door is also required.

TECHNOLOGY

A contemporary elementary school must be able to support varied uses of technology. In particular, the school's infrastructure should reflect the latest in wiring and cabling, which would support current technology applications as well as the capacity to support future requirements. Computers should support the full range of educational and operational functions in the school. Wiring for all classrooms will include multiple network drops and multiple electrical outlets. The entire facility will have wireless connectivity to support the implementation of one-to-one mobile devices such as laptops, netbooks, and other Internet-ready devices.

VII. PROGRAM SPECIFICATIONS (Detailed Description)

Unless otherwise noted, the standard furnishings for every classroom noted below are expected to include the following:

- Room darkening shades
- Acoustical insulation for soundproofing
- Air conditioning
- ADA compliant building standards
- Wireless/internet access to support at least 30 mobile devices
- Multiple electric outlets
- Sound Field System
- Telephone
- Intercom for communication with office

GENERAL EDUCATION PROGRAMS

EARLY CHILDHOOD: FULL-DAY KINDERGARTEN	
<u>SPACE:</u> 1,200 square feet including student toilet room (each)	
<u>NUMBER:</u> Five (5) classrooms	
Toilet	• Toilet room with a sink within classroom at a level appropriate for children ages 4-6
Sinks	• Stainless steel sink with laminate countertops appropriate for 4 and 5-year olds • Soap and towel dispenser
Classroom Storage	• Consider placement of classroom door in center of wall to maximize storage and center areas • Built-in bookcases • Storage areas for anchor charts, large bins/kits • Classroom library storage • Counters under windows where possible
Teacher Storage	• Lockable teacher storage wardrobe for 3 adults • One (1) lockable four-drawer filing cabinet • Additional instructional storage closet in corridor to be shared by Grades K-1 (with copier)
Student Storage	• Coat and personal storage area for twenty-four (24) located within the classroom • Built in to allow for maximum site-lines for teachers • Student mailboxes
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile and area rugs
Display	• Magnetic whiteboards, at appropriate height • Bulletin Boards

EARLY CHILDHOOD: FULL-DAY KINDERGARTEN	
Student Furniture	• Two (2) tables • Flexible seating/tables to accommodate up to twenty-four (24) students (flexible/adaptable workstations)
Teacher Furniture	• One (1) Teacher desk/chair
Other Furniture	• Desk and chair for classroom para
Classroom Technology	• Large screen interactive projection system, at appropriate height for K • Document camera
Computers (each)	• 1-to-1 chromebooks for each student with charging station • One (1) teacher computer

EARLY ELEMENTARY – GRADES ONE and TWO	
SPACE: 890 square feet (each classroom) 50 square feet (in-class toilet room) NUMBER: Eight (8) classrooms	
Toilet	• Toilet room with sink within classroom at a level appropriate for children ages 6-8
Sinks	• Stainless steel sink with laminate counters • Soap and towel dispenser
Classroom Storage	• Built-in bookcases • Storage areas for anchor charts, large bins/kits • Classroom library storage • Counters under windows where possible
Teacher Storage	• Lockable teacher storage wardrobe for three (3) adults • One (1) lockable four-drawer filing cabinet • Additional instructional storage closet in corridor to be shared by Grades K-1; Grades 2-3 (each with copier)
Student Storage	• Coat and personal (non-locking) lockers for twenty-four (24)/classroom located in the corridor
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile and area rugs
Display	• Magnetic whiteboard • Bulletin Boards
Student Furniture	• Two (2) tables • Flexible seating/desks/tables to accommodate up to twenty-four (24) students
Teacher Furniture	• Teacher desk/chair, possibly built into counter area to save space
Other Furniture	• Desk and chair for classroom para
Special Needs/Equipment	• Common space outside classroom desirable
Classroom Technology	• Large screen interactive projection system • Document camera
Computers (each)	• 1-to-1 Chromebook device for each student with charging station • One (1) teacher computer

INTERMEDIATE – GRADES THREE, FOUR, and FIVE	
SPACE: 890 square feet (each) NUMBER: Twelve (12) classrooms	
Toilet	• Toilet facilities located in close proximity to classrooms
Sinks	• Stainless steel sink with laminate counter • In-room water fountain • Soap and towel dispenser

INTERMEDIATE – GRADES THREE, FOUR, and FIVE	
Classroom Storage	• Consider classroom door placed in middle of wall versus corner to maximize usable space • Built-in bookcases • Storage areas for anchor charts, large bins/kits • Classroom library storage • Counters under windows where appropriate
Teacher Storage	• Lockable teacher storage wardrobe for three (3) adults • One (1) lockable four-drawer filing cabinet • Additional instructional storage closet in corridor to be shared by Grades 2-3; Grades 4-5 (each with copier)
Student Storage	• Coat and personal storage areas are located in the corridors for up to twenty-six (26) students per classroom (one (non-locking) locker per student; double stacked)
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile and area rugs
Display	• Magnetic whiteboard • Bulletin Boards
Student Furniture	• Table and appropriate student seating for twenty-six (26)
Teacher Furniture	• Teacher desk/chair, possibly built into counters to save space
Other Furniture	• Desk and chair for classroom para
Special Needs/Equipment	• Common small group space outside classroom desirable
Classroom Technology	• Large screen interactive projection system • Document camera
Computers (each)	• 1-to-1 Chromebook device for each student with charging station • One (1) teacher computer

VISUAL ARTS	
SPACE: 1,450 square feet (includes 350 s.f. for kiln room and separate storage room)	
Sinks	• Minimum two (2) deep sinks with clay traps in addition to one (1) student accessible sink all in same location; sinks should be accessible to primary-age students • Paint-resistant countertops
Access	• Close to workroom and STEM classroom, if possible
Classroom Storage	• Lockable closets • Easily accessible cabinets and shelves • Vertical file tub-storage cabinets with locks • Two (2) kitchen-type mobile carts with shelves • Draftsman cabinet file for large paper/poster storage
Teacher Storage	• Lockable teacher storage wardrobe • One (1) lockable four-drawer filing cabinet
Student Storage	• Space to store student work in progress; one area per classroom
Lighting	• North facing classroom, preferable
Flooring	• Vinyl enhanced tile; carpet area
Display	• Locked showcase on room's corridor wall • Magnetic whiteboard • Bulletin Board
Student Furniture	• Twenty-six (26) adjustable chairs/stools
Teacher Furniture	• Teacher desk/chair, possibly built into counters to save space • Demonstration table
Other Furniture	• Six (6) adjustable worktables (rectangular) to seat six (6)

VISUAL ARTS	
Special Needs/Equipment	• One (1) kiln (to be appropriately located and sized) with ventilation system • Drying racks • Book racks and magazine shelves (fine arts area) • Four (4) sturdy wooden adjustable painting easels • Two (2) large rolling waste barrels • Eyewash station • Paper cutter
Classroom Technology	• Large screen interactive projection system • Document camera
Computers (each)	• One (1) teacher computer

GENERAL AND INSTRUMENTAL MUSIC	
SPACE: 1,000 square feet for General Music 1,000 square feet for Instrumental Music (including instrument storage) NUMBER: One (1) room for General Music (K – 5), and one (1) space for Instrumental Music (Gr. 4-5)	
Sinks	• Large sink in Instrumental Music room to submerge brass instruments for cleaning (3' wide by 8" deep) • Small sink/fountain area in both Music rooms
Access	• In proximity to gymnasium and platform (stage) • Instrumental room ideally located near bus entrance for easy drop off/pick up of instruments
Classroom Storage	• Music cabinets for sheet music storage (each room) • Built-in bookcases • Open storage for Orff instruments for general music classroom (accessible to students)
Teacher Storage	• Lockable teacher storage wardrobe in each space • One (1) lockable four-drawer filing cabinet in each area
Student Storage	• Built-in lockable storage for instruments (low built-in cubbies at instrumental music room entrance) • Rack storage for large string instruments
Lighting	• Soft color, dimmable lighting
Flooring	• Carpet in both music classrooms
Display	• Two 8 ft. whiteboards, one with permanent musical staff lines (each room)
Student Furniture	• Eighty (80) stackable chairs for instrumental room • Twenty-six (26) stackable seating in general music room
Teacher Furniture	• Teacher desk/chair
Other Furniture	• Eighty (80) music stands for instrumental room • Two (2) conductor's stands • Large Move and Store cart for music stands • Electronic keyboard in both music rooms • Flexible, adjustable platforms/risers (such as "Flip Forms") in general music room
Special Accommodations	• General music room needs open space for movement and varied activities • Sound deadening/soundproof walls • Acoustical divider built between platform and gymnasium • Instrumental lessons and large group ensembles require 48" of space per student
Classroom Technology	• Sound systems in both rooms • Large screen interactive projection system in each room
Computers (each)	• One (1) teacher computer with access to high quality sound system control (each room)

PHYSICAL EDUCATION	
SPACE: Gymnasium: 4,700 square feet PE Office/Storage: 600 square feet (includes 140 s.f. office) Platform/Stage: 900 square feet	
Sinks	• Recessed drinking fountains located inside gymnasium
Access	• Capacity to hold entire student body, staff and faculty
Storage	• Folding seating/table/carts/storage for entire student body, staff and faculty (separate storage from PE equipment) • Storage area will have access from both the interior of the gymnasium, as well as the exterior of the building (for outdoor sports and playground activities); a roll-up exterior access door is desired • Six (6) shelving units (48"x18"x72") inside storage facility
Lighting	• Lighting with safety cages or equivalent
Flooring	• Synthetic rubberized "poured in place" floor system with essential markings for basketball and volleyball, each with distinct color markings • Protective matting
Special Accommodations	• Sound deadening/soundproof walls including acoustical wall dividing platform (stage) from gymnasium • Clerestory windows with remote room darkening shade system • High ceiling, the lowest features should be a minimum of 22 ft. from the floor • Wall matting around entire perimeter, from height of wall base to 6'-0" minimum above finish floor • Removable wall matting along front of platform as well. • Two (2) main and four (4) side baskets for basketball (all adjustable for height and electrically operated) • Volleyball post recessed floor sleeves • Chinning bars • Horizontal bar • Divider curtain • Ceiling mounts for cargo nets and rope climbing • One wall to be designated for future climbing "bouldering wall" • Two (2) sections of portable risers for use with the gymnasium platform (one on the gymnasium floor, and one on the platform) for musical presentations • Movable cart for storage/equipment • Two (2) AED with audible alarm box will be installed; one (1) in the public access hallway outside nurse's office, and one (1) outside the gymnasium • Scoreboard
Classroom Technology	• One (1) teacher computer • Portable SMART Board system, or similar device for classroom instruction • Built-in sound system for assemblies and programs • Remote control screen with appropriate rear projection device

LIBRARY MEDIA CENTER	
SPACE: 2,750 square feet (includes 200 s.f. office for media staff and 200 s.f. work room with copier)	
Sinks	• Sink in media center workroom
Access	• Centrally located in the school • Access to outdoor garden area, desirable • Close proximity to STEM lab, desirable
Storage	• Audio-visual storage cabinets • Over-size vertical filing cabinet • Storage/display for teacher resources and professional development materials

LIBRARY MEDIA CENTER	
Teacher Storage	• One (1) lockable four-drawer filing cabinet • Two (2) lockable teacher wardrobe closets
Lighting	• Remote control room darkening blinds
Flooring	• Wall to wall carpeting
Display	• Magnetic whiteboards • Bulletin Boards • Well-placed and secure space for displays and promotional materials
Student Furniture	• Tables and chairs with sleigh legs; easy to reconfigure • Computer furniture/workstations for two (2) student computers
Teacher Furniture	• Two (2) teacher desks/chairs; Two (2) adult visitors chairs
Other Furniture	• 48-inch free standing, double-faced shelving for student print materials; on wheels for adjusting space layout • Comfortable lounge style seating – adult and student
Space Considerations	• Small tiered story corner • Area for independent study; • Separate area for whole class instruction with partial wall • Maker Space area (Robotics) • Informal seating or an informal area with comfortable chairs • Space should be able to accommodate staff professional development activities
Classroom Technology	• Sufficient outlets to support all technology • Sound system for large group events • Online circulation system (2 circulation stations) • Large screen interactive projection system (2 – one for classroom area; one for general media center area)
Computers (each)	• Two (2) student computers • One (1) Chromebook cart (class set) • Two (2) teacher computers

SMALL BREAKOUT ROOM	
SPACE: 125 square feet (each) for individual assessment with teachers and/or small group work with para educators NUMBER: Two (2) rooms	
Access	• In close proximity to general education classrooms
Teacher Storage	• Secured closet for testing materials
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile
Display	• Magnetic whiteboard • Bulletin Board
Furniture	• One (1) table • Six (6) student chairs • One (1) teacher chair

READING/MATH COACH'S OFFICE	
SPACE: 175 square feet (each) for meetings with teachers NUMBER: Two (2) rooms	
Access	• In close proximity to general classroom areas
Teacher Storage	• Bookshelves, cabinets, lockable teacher wardrobe
Lighting	• Soft color, dimmable lighting
Flooring	• Carpet
Display	• Magnetic whiteboard • Bulletin Board

READING/MATH COACH'S OFFICE	
Teacher Furniture	Teacher desk, small table with four (4) chairs
Computers (each)	Teacher computer

CLIMATE SPECIALIST OFFICE	
SPACE: 175 square feet for meetings with teachers	
NUMBER: One (1) room	
Access	In close proximity to general classroom areas
Teacher Storage	Bookshelves, cabinets, lockable teacher wardrobe
Lighting	Soft color, dimmable lighting
Flooring	Carpet
Display	- Magnetic whiteboard - Bulletin Board
Teacher Furniture	Teacher desk, small table with four (4) chairs
Computers	Teacher computer

GENERAL EDUCATION INTERVENTION SERVICES – READING AND MATH	
SPACE: 890 square feet (each) for Reading and Math Intervention, each space to accommodate 4 adults working with small groups	
NUMBER: Two (2) rooms	
Sinks	- Stainless steel sink with laminate counters - Soap and towel dispenser
Access	In close proximity to primary education classrooms and Reading/Math Coach offices and SPED Resource
Classroom Storage	- Built-in bookcases - A walk-in supply closet with shelving installed in each room - Wall length countertop with wall storage cabinets and electrical strips. - Counters under windows where possible - Separate literacy closet adjacent to Reading Room
Teacher Storage	- Lockable teacher storage wardrobe for four (4) adults - Two (2) lockable four-drawer filing cabinets
Lighting	Soft color, dimmable lighting
Flooring	Vinyl enhanced tile and area rugs
Display	- Magnetic whiteboards - Bulletin Boards
Student Furniture	Differentiated student tables and chairs to accommodate K-5 students
Teacher Furniture	One (1) Teacher desk/chair
Other Furniture	Visitor's chairs
Classroom Technology	Large screen interactive projection system
Computers (each)	- Eight (8) student computer devise with charging station - One (1) teacher computer

SPECIAL SERVICES PROGRAMS

PRE-SCHOOL PROGRAM

PRE-SCHOOL CLASSROOM	
SPACE: 1,200 square feet (each) (includes 50 s.f. in-class toilet room)	
NUMBER: Seven (7) classrooms	
Toilet	• Separate toilet room within classroom for ages 3-5 with shelves and extra storage space
Sinks	• Two (2) stainless steel sinks with laminate counters (one adult, one children) • Soap and towel dispenser
Access	• In close proximity to all PreK services
Classroom Storage	• Storage area for large equipment (adaptive chairs, prone standers, supine standers, walkers, gait trainers, therapy balls, etc.). • Built-in bookcases • Storage areas • Counters under windows where appropriate • Large drawer storage (posters, large books, etc.)
Teacher Storage	• Lockable teacher storage wardrobe for three (3) adults • One (1) lockable four-drawer filing cabinet
Student Storage	• Coat and cubby storage for eighteen (18) students
Lighting	• Soft color, dimmable lighting
Flooring	• Carpet with vinyl tile near sink and toilet area
Display	• Whiteboard • Bulletin Boards
Student Furniture	• PreK tables and chairs • Computer workstations
Teacher Furniture	• Teacher Desk/Chair
Other Furniture	• Center Instruction: three (3) small tables with four (4) chairs each • Activity Groups: one (1) table with six (6) chairs
Special Needs/Equipment	• Block carts • Easel • Play equipment for centers • Full-length mirror (Mylar)
Classroom Technology	• Large screen interactive projection system
Computers (each)	• One (1) teacher computer • Five (5) student laptops

PRE-K SPEECH LANGUAGE	
SPACE: 250 square feet (each)	
NUMBER: Two (2) rooms	
Classroom Storage	• Closed built-in bookcases • Storage areas • Counters under windows where appropriate
Teacher Storage	• Lockable teacher storage wardrobe • One (1) lockable built-in four-drawer filing cabinet
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile and area rugs
Display	• Whiteboard • Bulletin Board
Student Furniture	• Pupil tables and chairs (adjustable and movable)
Teacher Furniture	• Teacher Desk/Chair
Other Furniture	• Activity Groups: One (1) kidney-shaped table with six (6) chairs • Adult size visitor's chair • Play equipment for centers • Full length mirror (Mylar)

PRE-K SPEECH LANGUAGE	
Classroom Technology	• Per district standard
Computers (each)	• One (1) teacher computer

PK ABA CLASSROOM	
SPACE: 450 square feet	
NUMBER: One (1) classroom	
Sinks	• Stainless steel sink with laminate counter (limit “climbable” countertops) • Soap and towel dispenser
Access	• Close proximity to PK classrooms
Classroom Storage	• Built-in bookcases, storage areas, large-drawer storage • Storage areas • Counters under windows where possible • Soft edges on all storage units
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile and area rugs
Display	• Magnetic whiteboards • Bulletin Boards
Student Furniture	• Four-section low partition work stations (cubicles) large enough for one adult/one child and four-tiered storage unit • One student table/chair and one adult chair per cubicle • Sensory area with carpet
Teacher Furniture	• Teacher Desk/Chair
Classroom Technology	• Large screen interactive projection system
Computers (each)	• One (1) teacher computer

PK O.T./P.T. RESOURCE	
SPACE: 450 square feet	
NUMBER: One (1) room shared by two (2) staff	
Sinks	• Stainless steel sink with laminate counters • Soap and towel dispenser
Access	• Adjacent to PK program
Classroom Storage	• Storage closet (walk-in) for large equipment (large adaptive chairs, swings, balance beams, large walkers, gait trainers, large therapy balls, etc.) • Built-in bookcases, storage areas, large-drawer storage • Open shelving and counter area • Counters under windows where possible
Teacher Storage	• Two (2) lockable teacher storage wardrobes • Two (2) lockable built-in four-drawer filing cabinets
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile
Display	• Magnetic whiteboard • Bulletin Boards
Student Furniture	• Small tables with student chairs • Sensory break area
Teacher Furniture	• Two (2) Teacher desk/chair workstations
Other Furniture	• Adult visitor chairs
Special Needs/Equipment	• Trampoline, Balance Beam, Swing suspended from ceiling beam (6' radius), Stairs, Floor Mats • Area for gross motor activities.
Computers	• Two (2) teacher computers

PK PSYCHOLOGIST OFFICE	
SPACE: 175 square feet	
Access/Location	• Close proximity to PK services and conference room
Storage	• One (1) large wall unit bookcase with closed shelving • Lockable lateral files
Lighting	• Soft color, dimmable lighting
Flooring	• Wall to wall carpeting
Office Furniture	• Desk/Chair • Visitor's seating for four (4)
Other Accommodations	• Bulletin board
Technology	• Polycom telephone
Computers	• One (1) laptop with docking station

PK CONFERENCE ROOM	
SPACE: 250 square feet each	
NUMBER: One (1) room	
Access/Location	• Adjacent to PK classrooms and related services.
Storage	• One (1) credenza
Lighting	• Soft color, dimmable lighting
Flooring	• Wall to wall carpeting
Office Furniture	• Conference Table • Seating for ten (10)
Other Accommodations	• Magnetic whiteboard • Bulletin board
Technology	• Polycom telephone • Large screen interactive projection system • Copier
Computers (each)	• One (1) computer

Grades K-5 Special Services Programs

SPECIAL EDUCATION RESOURCE	
SPACE 890 square feet (each) with 100 square feet assessment rooms	
NUMBER: Two (2) classrooms (each to be shared by two resource teachers)	
Sinks	• Stainless steel sink with laminate counter • Soap and towel dispenser
Access	• Close proximity to general education classrooms and to each other • Close proximity to related services (SW/Psych/SLH), preferred • Quiet area of school; away from Music, PE, playgrounds
Classroom Storage	• Built-in bookcases • Storage areas • Counters under windows where possible
Teacher Storage	• Lockable teacher storage wardrobe for four (4) adults • Two (2) lockable four-drawer filing cabinets • Access to shared testing materials
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile and area rugs

SPECIAL EDUCATION RESOURCE	
Display	• Magnetic whiteboards • Bulletin Boards
Student Furniture	• Student tables/chairs (adjustable/movable)
Teacher Furniture	• Two (2) Teacher desks/chairs
Other Furniture	• Adult visitor's chairs • Activity Groups: Two (2) tables with six (6) chairs (each) • Portable dividers • Sensory area with storage
Classroom Technology	• Large screen interactive projection system
Computers (each)	• Two (2) teacher computers • Six (6) student desktop computers with large screens

K-5 O.T./P.T. RESOURCE	
SPACE: 450 square feet	
NUMBER: One (1) room shared by two (2) staff	
Sinks	• Stainless steel sink with laminate counters • Soap and towel dispenser
Classroom Storage	• Storage closet (walk-in) for large equipment (large adaptive chairs, swings, balance beams, large walkers, gait trainers, large therapy balls, etc.) • Built-in bookcases, storage areas, large-drawer storage • Open shelving and counter area • Counters under windows where possible
Teacher Storage	• Two (2) lockable teacher storage wardrobes • Two (2) lockable built-in four-drawer filing cabinets
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile
Display	• Magnetic whiteboard • Bulletin Boards
Student Furniture	• Small tables with student chairs • Sensory break area
Teacher Furniture	• Two (2) Teacher desk/chair workstations
Other Furniture	• Adult visitor chairs
Special Needs/Equipment	• Trampoline, Balance Beam, Swing suspended from ceiling beam (6' radius), Stairs, Floor Mats • Area for gross motor activities.
Computers	• Two (2) teacher computers

K – 5 RELATED SERVICES – SOCIAL WORKER/PSYCHOLOGIST/SPEECH	
SPACE: 700 square feet (total)	
NUMBER: Three (3) offices @ 200 s.f. each: Social Worker; Psychologist; K-5 Speech/Language Pathologist; with 100 s.f. common area	
Access	• Close proximity to the main office and sped resource rooms (first floor) • Consider these offices as a suite with common area • Away from Music and gymnasium
Storage	• One (1) lockable built-in four-drawer filing cabinet (each office) • Closed bookcase and shelving • Walk-in supply closet (common area) • Laminate counters and shelving (common area)
Lighting	• Soft color, dimmable lighting
Flooring	• Wall to wall carpeting
Display	• Magnetic whiteboard

K – 5 RELATED SERVICES – SOCIAL WORKER/PSYCHOLOGIST/SPEECH	
	• Bulletin Board
Teacher Furniture	• Teacher desk/chair (each office)
Other Furniture	• Two (2) adult chairs (each office) • One (1) table, with 6 student chairs (each office) • Small play/cozy area
Special Needs/Equipment	• Built-in mirror wall (6’ wide x 4’ tall) (Speech only) • Observation room between offices
Computers	• One (1) teacher computer (each office) • Large screen interactive projection system

ADMINISTRATION AND SUPPORT SERVICES

Unless otherwise noted, the standard furnishings for every area noted below are expected to include the following:

- Room darkening shades
- Acoustical insulation for soundproofing
- Year-round air conditioning
- ADA compliant building standards
- Wireless/internet access
- Multiple electric outlets
- Telephone

PRINCIPAL’S OFFICE	
SPACE: 200 square feet	
Access/Location	• Close proximity to secretary’s workstation and conference room
Storage	• One (1) large wall unit bookcase • Lockable lateral files
Lighting	• Soft color, dimmable lighting
Flooring	• Wall to wall carpeting
Office Furniture	• Desk/Chair • Visitor’s seating for six (6)
Other Accommodations	• Bulletin board • Private lavatory
Technology	• Polycom telephone • Building security system monitor • Security “panic” button with dedicated phone line
Computers	• One (1) laptop with docking station • Large screen interactive projection system

ADMINISTRATIVE OFFICE	
SPACE: 175 square feet	
Access/Location	• Close proximity to Main Office and conference room
Storage	• One (1) large wall unit bookcase • Lockable lateral files
Lighting	• Soft color, dimmable lighting
Flooring	• Wall to wall carpeting
Office Furniture	• Desk/Chair • Visitor’s seating for six (6)
Other Accommodations	• Bulletin board

ADMINISTRATIVE OFFICE	
Technology	• Polycom telephone • Building security system monitor • Security “panic” button with dedicated phone line
Computers	• One (1) laptop with docking station • Large screen interactive projection system

MAIN OFFICE (SECRETARIAL AREA)	
SPACE: 700 square feet	
Access/Location	• Adjacent to principal’s office • Main hallway wall should have multiple windows, and the Main Office should be able to view main entranceway of school and bus traffic • Connecting door between office and health suite preferred • Staff lavatories should be adjacent to office
Storage	• Safe • Staff mailboxes within main office area • Base and wall cabinets with counter space • Lockable files to fit dimensions of student confidential records within separate workroom
Lighting	• Soft color, dimmable lighting
Flooring	• Wall to wall carpeting
Office Furniture	• Secretarial workstations (2); Clerk workstation (1) • Secretarial chairs (2); clerk chair (1) • Additional worktable/counter area • Visitor’s seating
Other Accommodations	• Bulletin boards • Closet for coats • Kitchenette counter, small refrigerator, sink, microwave
Technology	• Network copier/fax machine • Building security system monitor (secretary/clerk) • Security “panic button with dedicated phone line (secretary/clerk) • Radio charging station • Parent access Kiosk computer
Computers	• Three (3) computers for secretaries and clerk

CONFERENCE ROOM	
SPACE: 250 square feet each	
NUMBER: Two (2) rooms	
Access/Location	• One adjacent to Main Office/Principal’s Office and one near SPED resource rooms wing
Storage	• One (1) credenza
Lighting	• Soft color, dimmable lighting
Flooring	• Wall to wall carpeting
Office Furniture	• Conference Table • Seating for ten (10)
Other Accommodations	• Magnetic whiteboard • Bulletin board
Technology	• Polycom telephone • Large screen interactive projection system • Copier
Computers (each)	• One (1) computer

HEALTH SERVICES	
SPACE: 650 square feet	
Toilet	• Oversized accessible toilet room
Sink	• Sink with foot pedal controls (outside Toilet room) • Sink with eye wash
Access/Location	• Access to main office for assistance during times of emergency • Access through main corridor • Access to natural light; windows that open
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile
Storage	• Lockable cabinets for medication • Three (3) four-drawer lockable filing cabinets • Closet and extra storage for materials
Office Furniture	• Desk/chair facing room entry • Bookcase • Table in separate area for testing/conferences (private) • Four (4) student chairs for waiting area
Space Considerations	• Recovery area with 4 cots with privacy curtains • Private space where nurse can speak privately with students/parents • Examination room • Isolation Room with dedicated exhaust system • 25-ft space to conduct vision screenings • Waiting area for students
Medical Equipment	• Wheelchair/evac chair • Magnifying lamp • Rolling cart (portable emergency cart) • Examination table
Other Accommodations	• AED with audible alarm box will be installed in the public access hallway. Additional AED located near gymnasium • Refrigerator with separate frost-free freezer compartment
Technology	• Telephone with direct access to an outside line and ability to access classrooms • Portable phone for nurse • Fax machine • Printer
Computers	• One (1) computer

TEACHER WORKROOM	
SPACE: 440 square feet	
Sink	• Stainless steel sink with laminate counter tops • Soap and towel dispenser
Access/Location	• Close proximity to Main Office area
Lighting	• Soft color, dimmable lighting
Flooring	• Vinyl enhanced tile
Storage	• Shelving and ample counter space • Locked cabinet
Furniture	• Table and six (6) chairs
Other Accommodations	• Die press (letter cutting machine) • Laminating machine • General office supplies
Technology	• Network copier/fax machine/scanner
Computers	• One (1) teacher computer

FOOD SERVICES – CAFETERIA	
SPACE: 2,800 square feet <i>(Based on 3 lunch waves: 33% enrollment x 17.5 square feet)</i>	
Access/Location	• Adjacent to full kitchen and serving area • Exits to outdoors • Close proximity to playground and fields
Lighting	• Soft color, dimmable lighting
Flooring	• Resilient rubber flooring – needs to be easy to sweep and mop
Storage	• Storage room to accommodate tables/benches and chairs
Furniture	• Folding roll-away tables/benches, long type with built-in seating, to accommodate projected number of students in a lunch wave plus 25% • Chair and desk for cafeteria supervisor
Other Accommodations	• Recessed drinking fountains • Sound reducing measures • Soundproof divider between kitchen and cafeteria • Bulletin boards
Technology	• Localized public address system – must integrate with building system • Screen and projection device (matrix of flat panel LED's or multi-cast to multiple LED's) for Professional Development activities • Electronic Signage sized appropriately for the space • WIFI – full coverage

FOOD SERVICES – KITCHEN	
SPACE: 1,200 square feet – Kitchen 100 square feet – Food Manager's Office	
Toilet	• Locker room for five (5) with adjacent unisex toilet room
Sink	• One (1) three bay deep sink with drain board • One (1) double well stainless-steel produce sink • One (1) triple well stainless-steel pot wash sink • Three (3) hand sinks with soap and towel dispensers
Access/Location	• In close proximity to loading/delivery dock
Lighting	• Task lighting over preparation areas
Flooring	• Epoxy flooring – stable non-slip surface, must be easy to sweep and mop • Appropriately pitched floor with multiple floor drains and water source for custodial purposes.
Storage	• Safe • Four (4) stainless steel utility carts, three shelves, #300/#400 capacity • Two (2) stainless steel cart for tray storage, ADA accessible • Adequate space for annual supplies (dry storage)
Furniture	• Teacher desk/chair • Visitor's chair
Space Considerations (required)	• Large walk-in storeroom with heavy-duty wire mesh chrome-mate shelving • Dishwasher room with necessary utilities (racks and tray carts) • High capacity appropriate commercial grade dishwasher that can accommodate large sheet pans • Two (2) serving lines with built-in hot and cold units • Can washing area (outside, near dock – custodial)

FOOD SERVICES – KITCHEN	
Food Services Equipment	• One (1) slicer on stand • One (1) 30-gallon mixer • One (1) combi-oven (steam/convection) example Alto-shaam • One (1) commercial microwave oven • Two (2) side-by-side convection ovens • Stove top to hold six (6) pots • One (1) small double kettles • Pasta cooker • One (1) food processor (Robo Coupe) • Two (2) food warmers • Walk-in freezer, minimum 196 square ft. with shelving for 3 weeks of food • Walk-in refrigerator, minimum 144 square ft. with shelving • Dry storage room • Paper goods and chemical storage • Two (2) pass-thru refrigerator near serving line • Steam table with five (5) wells • Cold well in serving line for fruits, vegetables and salads • Four (4) preparation tables (stainless steel) at least 5' from ovens; one with locking drawer for knives; shelves to store pots, pans, etc. • Three (3) Milk coolers in kitchen, not cafe • Two (2) ice cream freezers • Exhaust fans (ventilation) for ovens, skillet, stove, etc. • Exhaust fans (ventilation) in washroom and pantry areas • Laundry area
Technology	• Two (2) cash registers and stands (point of sale system – including data drops) • One (1) computer (Food Services Office – requires data drop) • Two (2) telephones (one in Manager's Office and one in Kitchen Prep Area (amplified ringers))

FACULTY LOUNGE	
SPACE: 600 square feet	
Toilet	• Faculty toilets adjacent to faculty lounge
Sink	• Stainless steel sink with laminate counter • Soap and towel dispenser
Access/Location	• Close proximity to the major instructional section of the school
Lighting	• Provide windows and maximize natural light
Flooring	• Vinyl enhanced tile
Storage	• Built-in upper and lower cabinets
Furniture	• Soft seating • Tables and seating for twenty (20) people
Equipment	• Microwave oven • Refrigerator • Coffee maker

CUSTODIAL OFFICE	
SPACE: 150 square feet	
Toilet	• Locker room for four (4) with adjacent unisex toilet room
Access/Location	• In close proximity to Cafeteria; loading/receiving dock/mechanical room
Flooring	• Vinyl enhanced tile
Storage	• Locked cabinet • Storage for outdoor equipment (separate space) with access from outside

CUSTODIAL OFFICE	
Furniture	• Desk/Chair • Two (2) adult chairs
Computers	• One (1) computer • Video surveillance system

STORAGE
SPACE: 800 square feet – Instructional Storage (Literacy closet; K-1 storage; 2-3 storage; 4-5 storage) 600 square feet – General Storage (These storage spaces are separate from custodial storage/washroom spaces for supplies and equipment; accounted for in CORE Factor.)

VIII. COMMUNITY USE

The community uses Southington elementary schools before and after school hours. Some of the groups that regularly use the facilities include:

- Southington Parks and Recreation Department
- Registrar of Voters
- Scouting organizations
- Civic organizations
- PTO

IX. ENVIRONMENT – SYSTEMS – EQUIPMENT

SYSTEM	SPECIFICATIONS
Building Systems	• The building systems incorporated into the new construction will be designed in accordance with Connecticut High Performance Building standards, equivalent in performance to a LEED Silver rating.
Heating/Cooling (HVAC) System	• Heating & cooling should be produced with natural gas with a boiler for heating and roof top DX cooling. • All spaces are to receive air conditioning, but only those areas with summertime use will have the systems running year-round; all other areas will have systems set to dehumidification only during summer months. • Energy recovery units, VFD fan systems and pumps to be utilized in the design. • Perimeter heating will be provided by ceiling mounted radiant panels, cooled by a VAV system with each room served by a dedicated VAV box and hydronic reheat coil. • The use of “chill beams” will be considered for general heating and cooling. Designer to provide additional information on chill beam systems to Owner. • The gymnasium/auditorium and cafeteria will be served by separate variable speed air handlers. Air handlers shall include a hot water heating coil and DX cooling coils.

SYSTEM	SPECIFICATIONS
Climate Controls/ Ventilation System	• The building will be designed with Direct Digital Control (DDC) systems (Distech or Automate logic) centrally tied into the School Facilities Department via Graphical User Interface. • Spaces should have independent, on demand heating, cooling and ventilation control for operational efficiency. • Each classroom will be provided with a temperature sensor and carbon dioxide sensor. The carbon dioxide sensor is an energy saving device. By sensing the carbon dioxide within the room, the outside air intake is adjusted, reducing the amount of outside air being heated or cooled, resulting in less energy used. • Climate controls/ventilation systems need to meet current codes and standards. • MDF and IDFs must be climate controlled (A/C)
Lighting System	• Efficient and appropriate natural lighting will be maximized within the facility as appropriate for the programmatic use of the spaces. • Motion sensors and dual switching will be installed in classrooms. • The use of LEDs throughout, with exceptions in specialty areas. • Attention should be given to security lighting for both interior and exterior of the building. • Emergency back-up will be via local battery ballasts. • The use of light shelves and light sensors for natural light to reduce electrical load shall be considered in locations where possible.
Electrical (Power) System	• Power to be provided by local utility company. • Consider solar roof mounted. • Distribution will include customer metering. • Emergency (whole building) generator to accommodate Life Safety needs. • Generator must be sufficient to support critical IT equipment in MDF and all IDFs as well as administrative offices and Nurse's office. • Generator must support critical kitchen equipment with the intention being to cook, serve, and store food. (Hoods, ovens, serving line, freezer, refrigeration, etc.)
Technology	• There shall be a combined voice/data system with "VOIP" (Voice Over Internet Protocol) design. • Video streaming devices in every classroom and meeting space. • Chrome Book charging stations in every room. • Multiple data drops with sufficient power in every classroom and meeting space. • Latest generation full WIFI coverage throughout the entire building. • Shared printing stations to support multiple classrooms in convenient locations throughout the building. • Head end equipment to be housed in an MDF with 24-hour environmental control. • All IDF closets require 24-hour environmental control. • Horizontal cabling shall be Category 6e plenum rated or contemporary equivalent. • Cable shall be run in corridors to support horizontal cable structure. • Fiber backbone between the MDF and IDF rooms shall be capable of at least 10GB minimum anticipating future growth. • Fiber optical cable from street to MDF also must support 10 GB as well as anticipate future growth. • Office space and workspace for Technology Personnel with sufficient data drops and power to support technology in the building. • Storage for Technology Department is critical.

SYSTEM	SPECIFICATIONS
Security	• Digital video surveillance of exterior/interior areas of the building integrated with District system. • Electronic security system with keypad access control installed into the school. • Design the plan to prevent access to instructional areas of the school when community events take place in assembly areas during non-school hours. • Motion sensors shall be mounted in corridors. • Respond to future state and/or federal mandates related to security requirements for elementary facilities (i.e. panic button systems) • Door locks shall be Corbin Russwin and integrated with existing SPS system.
Phone System	• A comprehensive, district-integrated phone system (dial-out) will be integrated into technology scope of the project, including hands-free and handle options. • Must be capable of reporting originating room identification as part of E911 call. • Install phones in every room of the facility occupied by teachers or students at any given time, including all meeting, support and instructional spaces. • Provide Voice Over “IP” options.
Public Address	• The building’s public address system is comprehensive and will be addressed as part of the technology component of the project to incorporate internal building communications as well as external communications. • The PA system should be developed in conjunction with the phone, clock, data, voice and DIVOS video distribution system of the school. • Secondary access to security and public address systems will be located in the MDF/Head End Room.
Clocks	• Clocks, similar to the phone system will be integrated into the technology component of the project. • All support and instructional spaces will be included. • System to have manual override capability in the event that Daylight Saving Times are adjusted by the Federal Government.
Plumbing System	• Plumbing fixtures/system will be designed per current and applicable codes. • Fixtures will be self-operating • Plastic piping to be considered for domestic water and heating where possible. • Floor drains with trap primers in gang toilet areas • Plumbed for full whole building sprinkler system
Fire Protection	• Building will be fully protected by a sprinkler system installed per NFPA 13. • Waterless fire suppression systems required in MDF and IDFs with appropriate redundant detection.
Fire Alarm	• The building will be protected by a fully addressable analog, manual and automatic fire alarm system. SPS use Notifier fire system in all schools.
Acoustics	• The building will comply with ANSI S12.60-2002: Acoustical Performance Criteria, Design Requirements and Guidelines for Schools. • Suspended acoustical ceilings and/or acoustical decks will be installed throughout the building. • Corridor walls should be constructed of glazed concrete masonry units, or materials with a comparable NRC rating, and provide an adequate separation for sound control. • In specialized areas, such as media centers, appropriate acoustical treatments will be installed. • Sound field system will be provided in each classroom.
Windows/Doors	• Windows should be high efficiency, non-operational type with low e-glazing. • Emergency egress windows and rated doors will be installed in accordance with applicable codes. • Consider key fobs, thumb latches, vision panels – review with District and integrate with security section. • Door locks shall be Corbin Russwin and integrated with existing SPS system.

X. SITE DEVELOPMENT

There will be three primary entrance areas to the building: (1) the Main Entrance for visitors and parent drop off/pick up; (2) K-5 student entrance for bus drop-off/pick up; and (3) Drop off and pick up for the PK program. Passive security measures, such as visual control of the entrances from the adjacent office area, must be planned for. Active security measures and systems will be developed with the building design. Adequate lighting for monitoring activities and ensuring safety are of paramount importance at the building entrances. Entry overhangs or covered walkways will be provided for inclement weather to the extent practicable.

Bus loading areas should be configured as a one-way drive in a direction to assure that loading and unloading of students occurs from the right-hand side of the vehicle adjacent to the building. The drive will have two lanes: one for travel, and one for stopping and unloading. The bus loading driveway should be located such that buses exit upstream of automobiles, thereby reducing delays.

Parent drop-off areas will also be configured as a one-way drive in a direction to ensure that loading and unloading of students occurs from the right-hand side of the vehicle adjacent to the building. Student drop-off and pick-up areas are to be separated from the bus loading area, and preferably should be separate from other parking lots.

A receiving/loading dock should accommodate 18-wheeler vehicles and should be located in such a way as not to interfere with primary entrance areas yet be close to kitchen/custodial area. Parking for staff and visitors will be developed to take the multiple uses of the building into account. In determining the size and location of the parking lots, consideration will be given to the use of the building for community access as well as student safety. ADA and other code requirements will be addressed in the design of parking.

Sidewalks will be featured around the perimeter of the school and shall be concrete with monolithic concrete curbing. Access to the parking lots, playfields, bus and parent pickup/drop-off areas, and access for student walkers will be addressed. Sidewalks should be designed to accommodate students who walk or ride bicycles to school. The number of driveways that are crossed by sidewalks should be eliminated/minimized as much as practicable.

Playgrounds will include paved (dry) play areas, replacement multi-purpose fields, and new playscape equipment. The PK playground should be located in close proximity to the PK classrooms and enclosed by a fence. The Kindergarten- Grade 1 play area should be located in close proximity to their classrooms and enclosed by a fence. Grades 2-5 play area should be located away from classroom areas, and in close proximity to the gymnasium and/or cafeteria. Playfields, parking, service drives, drop-off zones and bus zones should be located to reduce the need for pedestrians to cross vehicular traffic lanes. The location of driveways, walkways and landscaping must permit adequate sight distances for both vehicles and pedestrians.

Site utilities and physical plant components, including drives and access roads, will be located to avoid conflict with student and vehicular traffic, as well as the planned future growth of building components. Staging areas for snow removal is required with Cape Cod style curbing preferred. Landscaping will be designed to allow the school to blend with the environment as well as to provide passive cooling and windbreaks when possible. Trees and other greenery will be of a hearty variety, native specimens, and require little maintenance and which complement the building and site. Trees will be planted a sufficient distance from the building to avoid future maintenance problems. Consideration will be given to safety and security when placing foliage around walkways and areas of building access.

KELLEY ELEMENTARY ED SPECS SPACE SUMMARY				
Room Description	# of Students Per Room	Required # of Rooms	Square Feet Per Room	Total Area (Sq. Feet)
GENERAL EDUCATION PROGRAMS				
Early Childhood: Full-Day Kindergarten	18 max	5	1,200	6,000
Early Elementary: Grade 1 and 2	21-22 max	8	940	7,520
Intermediate: Grades 3-5	24 max	12	890	10,680
Visual Arts – Classroom	18-24	1	1,100	1,100
Visual Arts - Kiln Room and Storage		1	350	350
Music - General Music/Instrumental Music	18-24	2	1,000	2,000
Physical Education - Gymnasium		1	4,700	4,700
Physical Education - Office and Storage		1	600	600
Platform (Stage)		1	900	900
Media Center		1	2,750	2,750
Reading/Math Coach Office		2	175	350
Climate Specialist Office		1	175	175
Small group breakout rooms	1-5	2	125	250
General Ed. Intervention Services (Math)	6-8	1	890	890
General Ed. Intervention Services (Reading)	6-8	1	890	890
Total				39,155
SPECIAL EDUCATION PROGRAMS				
Preschool Classroom		7	1,200	8,400
Preschool Speech & Language Office		2	250	500
Preschool OT/PT		1	450	450
Preschool ABA Classroom		1	450	450
Preschool Psychologist Office		1	175	175
Preschool Conference Room		1	250	250
Special Education Resource Room	4-8	2	890	1,780
K-5 OT/PT Resource Room		1	450	450
K-5 Related Services (Social Worker/Psychologist/Speech)		1	700	700
Total				13,155
ADMINISTRATION AND SUPPORT FACILITIES				
Principal's Office		1	200	200
Administrative Office		1	175	175
Main Office Secretarial Area		1	700	700
Conference Room		2	250	500
Health Services		1	650	650
Teacher Workroom		1	440	440
Food Services – Cafeteria		1	2,800	2,800
Food Services – Kitchen and Manager's Office		1	1,300	1,300
Faculty Lounge		1	600	600
Custodial Office Area		1	150	150
Instructional Storage (Literacy Closet, K-1, 2-3, 4-5 storage)		1	800	800

March 12, 2026

General Supply Storage		1	600	600
Total				8,915
Total Program Area				61,225