



South Windsor Public Schools  
South Windsor, Connecticut

## **ELEMENTARY EDUCATION SPECIFICATIONS**

for Orchard Hill Elementary School

Approved by South Windsor Board of Education on December 10, 2013

### ***Education Specifications Committee:***

*Dr. Kate Carter, Superintendent of Schools*

*Daniel S. Hansen, Assistant Superintendent for Curriculum & Instruction*

*Chris Chemerka, Director of Finance and Operations*

*Allan Motherssele, Director of Technology Systems and Programs*

*Denise Epps, Director of Special Education and Pupil Services*

*Patrick Hankard, Director of Facility Operations*

*John Szalkiewicz, Supervisor of Elementary Special Education*

*Michael Tortora, Principal, Orchard Hill Elementary School*

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## I. INTRODUCTION

On September 12, 2011 the South Windsor Board of Education adopted the *South Windsor Public Schools 2011-2014 Strategic Plan*. Among other initiatives, the plan calls for the development of a “long-range elementary facilities plan that promotes a safe, engaging learning environment that is accessible to all students and community members.” Further, it specifically calls for a “staggered” construction and referenda approach. In response to the Board of Education’s directive, the superintendent brought forth a formal recommendation regarding such a plan on October 15, 2013. After several sessions of deliberation, the Board of Education unanimously and enthusiastically adopted the “South Windsor Public Schools Elementary Schools Master Plan” on October 29, 2013.

South Windsor Board of Education engaged the services of Friar Associates, an architecture and engineering firm, to assist with the creation of these educational specifications. Architects Michael Sorano and Robert Roach met with the following individuals during the development process:

Tom Arey, K-5 Art Curriculum Coordinator  
Kelly Burke, Reading Consultant, Philip R. Smith  
Kate Carter, Superintendent  
Sara Chamberlain, Administrative Secretary  
Denise Epps, Director, Special Services  
Ray Favreau, Director of Parks and Recreation  
Patrick Hankard, Director of Facility Operations  
Daniel S. Hansen, Assistant Superintendent  
Laura Hickson, Principal, Wapping Elementary  
Ryan Kane, Asst. Director, Parks and Recreation  
Ellen King, Library Manager, Orchard Hill  
Susan Klosowski, Grade 4, Philip R. Smith  
Steve Landry, Custodian  
Julie Leech, Administrative Secretary, Orchard Hill  
Joyce Lombardo, Grade 3, Pleasant Valley  
Eva Longo, Library Media Specialist, TEMS  
MaryAnn Lopez, Director, Food Services  
Jean Luddy, Media Center Specialist, SWHS

Scott Matchett, Director, Instructional Technology  
MaryAnn McAndrew, Grade 5, Pleasant Valley  
Janet McEleney, Grade 4, Orchard Hill  
Sheryl Mortensen, K-12 Science Curriculum Specialist  
Al Mothersele, Director, Technology Systems & Programs  
Lisa Mulé, Speech Language, Orchard Hill  
Marilyn Sevick, Principal, Eli Terry Elementary  
Maureen Shepard, Social Worker, Orchard Hill  
Kelly Smagacz, Kindergarten, Orchard Hill  
Robert Smith, Head Custodian, Orchard Hill  
Anita Stapleton, Nurse, Orchard Hill  
Karen Stoj, K-12 ELL/World Language Curr. Specialist  
John Szalkiewicz, K-5 Special Education Supervisor  
Jo-Ann Thomas, K-12 Music Curriculum Coordinator  
Michael Tortora, Principal, Orchard Hill  
Christine Wanner, Director, PE, Health & Athletics  
Jennifer Wilson, Library Manager, Pleasant Valley

## II. LONG RANGE PLAN / PROJECT RATIONALE

South Windsor Public Schools currently has five elementary buildings. These buildings range in age from 48 to 60 years old. The Elementary Schools Master Plan provides for school buildings that:

- Create learning environments designed for current instructional strategies;
- Benefit from needed technology upgrades;
- Comply with current building and fire codes;
- Incorporate contemporary design for school safety;
- Utilize modern, efficient heating and cooling systems; and
- Provide accessibility to all by meeting the requirements of the Americans with Disabilities Act.

The plan consists of a three-phase approach that will use multiple referenda and staggered construction schedules to address our needs over the next decade. Specifically, the plan consists of the following overarching components:

- Three-phase approach/staggered referenda
- Operate one fewer elementary school, moving from five (5) schools to four (4)
- 1-2-1 Referenda Schedule
  - Phase One: Address one school in first referendum
  - Phase Two: Address two schools in second referendum
  - Phase Three: Address final school in third referendum

**Phase One** calls for the construction of a new PK-5 school on the Orchard Hill site which allows for the original Orchard Hill Elementary School to serve as “swing space” for future phases of the Elementary Schools Master Plan. The creation of swing space is necessary so that when the other school buildings are being renovated, students are able to attend the original Orchard Hill Elementary School during the renovation period. At the close of Phase One, Wapping Elementary School students will be redistricted to one of three other elementary schools. Ultimately, the Wapping Elementary School building will be turned over to the town.

**Phase Two** calls for the construction of a new K-5 school at the Eli Terry site and a complete renovation of the existing Philip R. Smith Elementary School. Ultimately, the original Eli Terry school building would be razed to allow for the construction of playgrounds and replacement ball fields. Eli Terry students will remain in the original Eli Terry building while their new school is being built. Philip R. Smith students will attend the original Orchard Hill Elementary School while their school is being renovated.

**Phase Three** calls for the complete renovation of Pleasant Valley Elementary School. Pleasant Valley students will attend the original Orchard Hill Elementary School while their school is being renovated. Once the original Orchard Hill Elementary School is no longer needed for swing space, the building would be turned over to the town. The Town Council would determine if the building should be razed or repurposed.

## III. THE PROJECT

**Objective:** To ensure all South Windsor children are able to attend a school that is safe, modern, compliant with current building codes and able to support their educational program; to facilitate completion of the Elementary School Facilities Master Plan by exploring the feasibility of consolidating populations and improving school buildings to support programs that meet the needs of South Windsor students, their families, and the Community.

The following project costs were developed using data from the October 2013 Prowda population study. “Design enrollment” is the highest projected 8-year enrollment used to calculate the maximum size of a facility that would not exceed the State’s Space Standards Percentage. The project costs represent the district’s aspiration to attain the maximum State grant reimbursements available, based upon projected population and school size.

## Phase One

- **School:** Orchard Hill Elementary School
- **Project Type:** New Construction; new building approximately 71,000 s.f.
- **Construction Timeline:** Summer 2015 – Late Winter 2017 (1.5 years)
- **Design Enrollment:** 564 students\*
- **Upon Completion:**
  - Orchard Hill students will move into new building in Summer 2017
  - The original Orchard Hill building will be used as swing space for Philip R. Smith Elementary and Pleasant Valley Elementary while their schools are being renovated during future phases of the long-range plan.

*\* Includes space for 70 Pre-School Outreach Program (POP) students from Eli Terry Elementary and 125 students from Wapping Elementary.*

## IV. CAPACITY DATA

Orchard Hill Elementary currently houses 387 students in grades K - 5. Phase One calls for the construction of a new Pre-K - 5 facility that is projected to serve 564 students. The increase in enrollment is due to consolidating from five (5) schools to four (4), resulting in the transfer of 125 students from Wapping Elementary to the new Orchard Hill facility. Additionally, the projected enrollment increase includes the relocation of the Pre-School Outreach Program currently housed at Eli Terry Elementary School, as well as the relocation of the Medically Fragile Program currently housed at Wapping Elementary School, to the new Orchard Hill School.

## V. OVERVIEW OF PROGRAMS

### GENERAL EDUCATION

The features of elementary classrooms that have to be considered when housing groups of school children for instructional purposes can be divided into three (3) classifications: (1) Early Childhood - Pre-K and Full-Day Kindergarten; (2) Early Elementary - grades one and two; and (3) Intermediate grades three, four and five. The classroom needs of early elementary children will require flexibility of space, portability of furniture and acoustical treatment of environment. This will be accommodated, while still providing low height furnishings and more space for group instruction that will range from total class involvement to three or four separate groups doing different activities at the same time. The learning environment for Intermediate grades must accommodate large-group and small-group instructional activities which are teacher directed. Space should also be provided for students to read, write, research, and study for either individual or small group projects. Intermediate instructional classrooms require storage space for classroom libraries, textbooks, reference materials, supplemental books, supplies, science equipment, charts, globes, computers, calculators and audio-visual equipment.

The outside play area for the intermediate level must be extensive and varied to accommodate activities that range from the minimal space demands of jump rope to larger areas needed to play soccer, kickball, softball, etc. This play area should be away from instructional spaces, if possible. Ideally, this play area should be in close proximity to gymnasium and cafeteria for easy access.

Grades K – 5 require that the students change classes periodically during the day. Consideration should be given to the student traffic that will result from this academic arrangement. Student proximity to the library/media center, gymnasium/auditorium, instrumental music and art/music rooms should also be noted.

Our General Education program includes curriculum focused on STEM, World Languages, Art, Music, and Physical Education. Support Services include Media Center and Technology Support. Facilities for these areas need to be specific to the purpose yet flexible enough to accommodate the variety of services offered. Further, these facilities should be pleasant and inviting to encourage students, staff and the community to fully support them and to benefit from them. 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 in close proximity to the cafeteria, and accessible from the main corridor. The platform will be accessible and code compliant with ramp access. Included in the design will be

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 holding musical instruction and/or rehearsals on the platform while the gymnasium is in use.

Additional classroom 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 Services is comprised of Reading, Mathematics and English Language Learner support (ELL). Each of these three rooms will be centrally located within the classroom area of the building. The reading and math areas will be staffed by the reading consultant, early literacy and math interventionists. These rooms will be utilized for individual testing, individual and small group instruction.

## **SPECIAL EDUCATION**

Special Education programs include Early Childhood Pre-School Outreach Program (POP)/Intensive Pre-School Outreach Program (IPOP), Early Elementary/Intermediate: Medically Fragile Program, Early Elementary/Intermediate: Special Education Resource, Occupational/Physical Therapy (OT/PT) Services and Related Services (Social Work, Psychologist, Speech/Language).

Classrooms for special education/related service teachers should be able to meet the needs for 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 and counseling, and staff conferences.

## **SUPPORT SERVICES**

### **MEDIA CENTER**

The Library Media Center of an elementary school is a multi-purpose room. It should be bright, colorful and attractive as well as warm and inviting, and meet the needs of the students it services. It is important that the media center be designed with the student's safety in mind. There should be freestanding 4 ft. high, double-faced shelving allowing one (1) adult 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 so that most space is used as the public area. A small story corner, a production area for teachers, provision for six (6) computer workstations for research and access to online card catalogue as well as a circulation area located near an 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 future requirements. The school should have a networking capability as well as being adaptable for single computer use. Computers should support the full range of educational and operational functions in the school.

The elementary schools should have available two (2) computer lab facilities (each to serve the needs of twenty-six students) as well as classroom networking. Internet access must be readily available throughout the school. The computer labs will be equipped with LCD projection and Interactive Touch Screen White Boards.

A video conference/production lab is a multi-media technology studio.

Wiring for all classrooms will include network drops and multiple electrical outlets. The entire facility will have wireless connectivity to support the implementation of mobile devices such as laptops, netbooks, and other internet ready devices.

## VI. CLASSROOM SPECIFICATIONS

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

### GENERAL EDUCATION PROGRAMS

<b>EARLY CHILDHOOD: FULL-DAY KINDERGARTEN</b>	
<b>SPACE:</b> 1,100 square feet (each)	
<b>NUMBER:</b> Four (4) classrooms	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• Toilet room with sink within classroom at a level appropriate for children ages 4-6</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Stainless steel sink with laminate countertops</li> <li>• In-room drinking fountain</li> <li>• Soap and towel dispenser</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Direct access to outdoor play areas is required</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Built-in bookcases</li> <li>• Storage areas</li> <li>• Counters under windows where appropriate</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• One (1) lockable four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>• Coat and personal storage area for twenty-four (24) located within the classroom</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Boards</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Two (2) kidney-shaped tables</li> <li>• Student chairs/tables to accommodate up to twenty-four (24) students</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• Six (6) student computers</li> <li>• One (1) teacher computer</li> <li>• One (1) Chrome cart with twenty-eight (28) devices per grade level</li> </ul>

<b>EARLY ELEMENTARY – GRADES ONE AND TWO</b>	
<b>SPACE:</b> 900 square feet (each)	
<b>NUMBER:</b> Eight (8) classrooms (four (4) for each grade)	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>Toilet room with sink within classroom at a level appropriate for children ages 6-8</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>Stainless steel sink with laminate counters</li> <li>In-room drinking fountain</li> <li>Soap and towel dispenser</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>Direct access to outdoor play area is desirable</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>Built-in bookcases</li> <li>Storage areas</li> <li>Counters under windows where appropriate</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>Lockable teacher storage wardrobe</li> <li>One (1) lockable four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>Coat and personal storage area for twenty-four (24) located within the classroom</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>Whiteboard</li> <li>Bulletin Boards</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>Two (2) kidney-shaped tables</li> <li>Student chairs/desks/tables to accommodate up to twenty-four (24) students</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li></li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li></li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>Document Camera</li> <li>Interactive Touch Screen White Board</li> <li>LCD Projector</li> <li>AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>Six (6) student computers</li> <li>One (1) teacher computer</li> <li>One (1) Chrome cart with twenty-eight (28) devices per grade level</li> </ul>

<b>INTERMEDIATE – GRADES THREE, FOUR AND FIVE</b>	
<b>SPACE:</b> 900 square feet (each)	
<b>NUMBER:</b> Twelve (12) classrooms (four (4) for each grade)	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>Toilet facilities located in close proximity to classrooms</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>Stainless steel sink with laminate counter</li> <li>In-room water fountain</li> <li>Soap and towel dispenser</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li></li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>Built-in bookcases</li> <li>Storage areas</li> <li>Counters under windows where appropriate</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>Lockable teacher storage wardrobe</li> <li>One (1) lockable four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>Coat and personal storage areas are located in the corridors for up to twenty-six (26) students per classroom</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>Vinyl enhanced tile and area rugs</li> </ul>



<b>INTERMEDIATE – GRADES THREE, FOUR AND FIVE</b>	
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Boards</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Kidney shaped table and appropriate student seating for twenty-six (26)</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• Six (6) student computers</li> <li>• One (1) teacher computer</li> <li>• One (1) Chrome cart with twenty-eight (28) devices per grade level</li> </ul>

<b>VISUAL ARTS</b>	
<b>SPACE:</b> 1,650 square feet (includes 200 s.f. for kiln room, and 250 s.f. for storage)	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Minimum two (2) deep sinks with clay traps in addition to one (1) student accessible sink all in same location</li> <li>• In-room drinking fountain</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Lockable closets</li> <li>• Easily accessible cabinets and shelves</li> <li>• Vertical file tub-storage cabinets with locks</li> <li>• Two (2) kitchen-type mobile carts with shelves</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• One (1) lockable four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Two-sided fully locked showcase on room's corridor wall</li> <li>• Whiteboard</li> <li>• Bulletin Board</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Twenty six (26) stools</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Butcher block work tables (rectangular)</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>• Two (2) small kilns (to be appropriately located and sized)</li> <li>• Drying racks</li> <li>• Book racks and magazine shelves (fine arts area)</li> <li>• Four (4) sturdy wooden adjustable painting easels</li> <li>• Two (2) large rolling waste barrels</li> <li>• Eyewash station</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer</li> </ul>

<b>GENERAL AND INSTRUMENTAL MUSIC</b>	
<b>SPACE:</b> 1,000 square feet (each)	
<b>NUMBER:</b> Two (2) rooms, one for General Music (K – 5), and one for Instrumental Music (gr. 4 and 5)	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Large sink in Instrumental Music room to submerge brass instruments for cleaning</li> <li>• Small sink/fountain area in General Music room</li> <li>• In-room drinking fountain</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• In proximity to gymnasium and platform (stage)</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Built-in storage for instruments (low built-in cubbies at room entrance)</li> <li>• Music cabinets for sheet music storage (each room)</li> <li>• Built-in bookcase (16" x 15')</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• One (1) lockable four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Carpet tiles</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Two 8 ft. whiteboards, one with permanent musical staff lines (each room)</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Eighty (80) stackable chairs</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Eighty (80) music stands for instrumental room</li> <li>• Three (3) Conductor's stands</li> </ul>
<b>Special Accommodations</b>	<ul style="list-style-type: none"> <li>• Sound deadening/sound proof walls</li> <li>• Acoustical divider built across the instrumental music room to divide the space into two separate practice rooms</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer</li> <li>• Two (2) student computers (SMART Music)</li> </ul>

<b>PHYSICAL EDUCATION</b>	
<b>SPACE:</b> Gymnasium: 4,700 square feet (50 ft x 94 ft)	
PE Office/Storage: 600 square feet (includes 144 s.f. office plus 64 s.f. faculty lavatory)	
Platform/Stage: 900 square feet	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• Two (2) accessible multi-stall lavatories (one for boys and one for girls)</li> <li>• Faculty lavatory inside PE Office</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Recessed drinking fountains located inside gymnasium</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Capacity to hold entire student body, staff and faculty</li> <li>• Convenient access to ball fields</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Folding seating/carts/storage for entire student body, staff and faculty</li> <li>• 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</li> <li>• Six (6) shelving units (48"x18"x72") inside storage facility</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Lighting with safety cages or equivalent</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• All purpose wood floor system with essential markings</li> <li>• Removable protective matting</li> </ul>

<b>PHYSICAL EDUCATION</b>	
<b>Special Accommodations</b>	<ul style="list-style-type: none"> <li>• Sound deadening/sound proof walls</li> <li>• Clerestory windows with remote room darkening shade system</li> <li>• High ceiling, the lowest features should be a minimum of 22 ft. from the floor</li> <li>• Wall matting around entire perimeter, from height of wall base to 6'-0" minimum above finish floor</li> <li>• Removable wall matting along front of platform as well.</li> <li>• Two (2) main and four (4) side baskets for basketball (all electrically operated)</li> <li>• Volleyball post recessed floor sleeves</li> <li>• Chinning bars</li> <li>• Horizontal bar</li> <li>• Divider curtain</li> <li>• One wall to be designated for future climbing, wall mounted equipment, and the masonry cores filled with concrete</li> <li>• Scoreboard (optional)</li> <li>• Two (2) sections of portable risers for use with the gymnasium platform (one on the gymnasium floor, and one on the platform)</li> <li>• Movable cart for storage/equipment</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Portable whiteboard</li> <li>• Cart with projector/screen for classroom instruction</li> <li>• One (1) teacher computer</li> </ul>

<b>SCIENCE, TECHNOLOGY, ENGINEERING, MATHEMATICS (STEM) LAB</b>	
<b>SPACE:</b> 900 square feet	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Three (3) stainless steel sinks with laminate counter tops</li> <li>• In-room drinking fountain</li> <li>• Soap and towel dispensers</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• In close proximity to general education classrooms</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Built-in bookcases</li> <li>• Locked closet for audio-visual equipment and science equipment</li> <li>• Cabinets to be deep, with adjustable / removable shelving, and space for large bin storage.</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• Two (2) lockable four-drawer filing cabinet</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Two-sided fully locked showcases on room's corridor wall</li> <li>• Whiteboard</li> <li>• Bulletin Boards</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Age-appropriate student furniture (26 students)</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Thirteen (13) movable laboratory tables with grommets and integral wire management tray</li> </ul>
<b>Special Accommodations</b>	<ul style="list-style-type: none"> <li>• Mobile, flexible, work top areas with water for science activities.</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> <li>• Retractable, overhead electrical outlets</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• Twelve (12) student tablets</li> <li>• One (1) teacher computer</li> </ul>

<b>WORLD LANGUAGES</b>	
<b>SPACE:</b> 900 square feet	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Stainless steel sink with laminate counters</li> <li>• In-room drinking fountain</li> <li>• Soap and towel dispenser</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• In close proximity to general education classrooms</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Built-in bookcases</li> <li>• Storage areas</li> <li>• Counters under windows where appropriate</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• One (1) lockable four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>• Coat and cubby storage for 26 students</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Boards</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Appropriate seating for twenty-six (26) students</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Special Accommodations</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer</li> </ul>

<b>LIBRARY MEDIA CENTER</b>	
<b>SPACE:</b> 3,000 square feet (includes 200 s.f. office for media staff)	
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Sink in media center workroom</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Centrally located in the school</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Audio-visual storage cabinets</li> <li>• Over-size vertical filing cabinet</li> <li>• Storage for teacher resources and professional development materials</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• One (1) lockable four-drawer filing cabinet</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Remote control room darkening blinds</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Wall to wall carpeting</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Boards</li> <li>• Well-placed and secure space for displays and promotional materials</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Tables and chairs with sleigh legs</li> <li>• Computer furniture/workstations for six (6) student computers</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Two (2) teacher desks/chairs</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• 48-inch free standing, double-faced shelving for student print materials</li> <li>• Two (2) adult visitor's chairs</li> <li>• Comfortable lounge style seating – adult and student</li> </ul>

<b>LIBRARY MEDIA CENTER</b>	
<b>Space Considerations</b>	<ul style="list-style-type: none"> <li>• Small tiered story corner</li> <li>• Area for independent study (for approximately 50 students)</li> <li>• Informal seating or an informal area with comfortable chairs</li> <li>• A stack area to accommodate approximately 15,000 volumes of student print materials</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• Six (6) student computers</li> <li>• Two (2) teacher computers</li> <li>• One (1) Chrome cart with twenty-eight (28) devices</li> </ul>
	<ul style="list-style-type: none"> <li>• Security with particular regard to the increasing amount of expensive, attractive, and popular electronic equipment housed in the media center.</li> </ul>

<b>COMPUTER LABS</b>	
<b>SPACE:</b> 900 square feet (each)	
<b>NUMBER:</b> Two (2) rooms	
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Access from Corridor and Media Center</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Wall to wall carpeting</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Boards</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Computer furniture/workstations and seating for twenty-six (26) students</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control Ssystem</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer</li> <li>• Twenty-six (26) student computers</li> </ul>

<b>VIDEO CONFERENCE / PRODUCTION LAB</b>	
<b>SPACE:</b> 200 square feet	
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• In proximity to the Media Center</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Wall to wall carpeting</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Board</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Computer furniture/workstations and seating for six (6) student computers</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Interactive Touch Screen White Board</li> <li>• AV Switcher Control System</li> <li>• Video backdrop screen</li> <li>• Amplifier</li> <li>• Ceiling Mounted Speakers</li> </ul>

<b>VIDEO CONFERENCE / PRODUCTION LAB</b>	
	<ul style="list-style-type: none"> <li>• Video Conferencing Unit - codec, camera, microphones</li> <li>• Camera for announcements</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer with DIVOS software installed</li> </ul>

<b>GENERAL EDUCATION INTERVENTION SERVICES – READING, MATH, ELL</b>	
<b>SPACE:</b> 400 square feet (each) [including a small private office area within each room]	
<b>NUMBER:</b> Three (3) rooms	
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• In close proximity to general education classrooms</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Built-in bookcases</li> <li>• A supply closet with shelving will be installed in each room,</li> <li>• Wall length counter top with wall storage cabinets and electrical strips.</li> <li>• Counters under windows where appropriate</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• One (1) lockable four-drawer filing cabinet</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Board</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Kidney-shaped table</li> <li>• Five (5) student chairs</li> <li>• Computer furniture/workstations</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Visitor's chair</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• Five (5) student computers</li> <li>• One (1) teacher computer</li> </ul>

## SPECIAL EDUCATION PROGRAMS

### **PRE-SCHOOL OUTREACH PROGRAMS – POP and IPOP**

Based on current projections, three classrooms of the Pre-school Outreach Program (POP), and two classrooms for the Intensive Pre-school Outreach Program (IPOP) will be required to meet the needs of special education students. 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. Like kindergarten children, these children will spend a lot of time sitting on the floor for activities. All of the furnishings, toilet and sinks should be at a level appropriate for children ages three to five. Snacks are served as part of the daily routine. This classroom should have space to accommodate gross and fine motor activities as well as pre-academic lessons and an area for the children to sit together as a group. The classroom needs to have ample space to accommodate up to 20 children, 5 adults and students who use wheelchairs, standers or other adapted equipment.

<b>PRE-SCHOOL OUTREACH PROGRAM (POP)</b>	
<b>SPACE:</b> 1,100 square feet (each)	
<b>NUMBER:</b> Three (3) classrooms	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• Separate toilet room within classroom for ages 3-5 with shelves and storage</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Three (3) stainless steel sinks with laminate counters (one adult, two children)</li> <li>• In-room drinking fountain</li> <li>• Soap and towel dispenser</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Door leading outside is required</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Storage area for large equipment (adaptive chairs, prone standers, supine standers, walkers, gait trainers, therapy balls, etc.).</li> <li>• Built-in bookcases</li> <li>• Storage areas</li> <li>• Counters under windows where appropriate</li> <li>• Large drawer storage (posters, large books, etc.)</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• One (1) lockable four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>• Coat and cubby storage for fifteen (15) students</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Boards</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Pre-K tables and chairs</li> <li>• Computer workstations</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Center Instruction: three (3) small tables with four (4) chairs each</li> <li>• Activity Groups: one (1) kidney-shaped table with six (6) chairs</li> <li>• Whole Group Instruction: four (4) rectangular tables with twenty (20) chairs</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>• Block carts</li> <li>• Easel</li> <li>• Play equipment for centers</li> <li>• Full-length mirror (Mylar)</li> </ul>
<b>Space Considerations</b>	<ul style="list-style-type: none"> <li>• Large common gathering area for POP/IPOP to accommodate activities for students, parents and staff (CORE factor)</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computers</li> <li>• Two (2) student computers</li> </ul>

<b>INTENSIVE PRE-SCHOOL OUTREACH PROGRAM (IPOP)</b>	
<b>SPACE:</b> 1,000 square feet (each)	
<b>NUMBER:</b> Two (2) rooms	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• Toilet room within classroom at a level appropriate for children ages 3-5 with space for a changing table.</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Two (2) stainless steel sinks with laminate countertops (one adult, one student)</li> <li>• In-room drinking fountain</li> <li>• Soap and towel dispenser</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• In the vicinity of Pre-K OT/PT classroom</li> </ul>

<b>INTENSIVE PRE-SCHOOL OUTREACH PROGRAM (IPOP)</b>	
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Storage area for large equipment (adaptive chairs, prone standers, supine standers, walkers, gait trainers, therapy balls, etc.).</li> <li>• Built-in bookcases</li> <li>• Storage areas</li> <li>• Cabinets with large drawers</li> <li>• Counters under windows where appropriate</li> <li>• Storage area for diapers, wipes, extra clothes</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• Two (2) lockable four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>• Coat and cubby storage for 15 students</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Boards</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Pre-K pupil tables/chairs</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Center Instruction: Three (3) small tables with four (4) chairs</li> <li>• Activity Groups: Two (2) kidney-shaped tables with six (6) chairs</li> <li>• Adult visitor's chair</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>• 60" flexible dividers, able to configure the room into six (6) separate areas</li> <li>• Staff work area (for teachers, aides, conferences)</li> <li>• Dishwashing and food preparation area with microwave, sink and small refrigerator and food storage.</li> <li>• Easel for "Big Books" and large posters</li> <li>• Full-length mirror (Mylar)</li> <li>• Play equipment for centers</li> </ul>
<b>Space Considerations</b>	<ul style="list-style-type: none"> <li>• Large common gathering area for POP/IPOP to accommodate activities for students, parents and staff (CORE factor)</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer</li> <li>• One (1) student computer</li> </ul>

<b>MEDICALLY FRAGILE PROGRAM</b>	
<b>SPACE:</b> 1,200 square feet	
<b>NUMBER:</b> One (1) classroom for 8-10 students	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• Toilet room within classroom at a level appropriate for children ages 5-12 with space for a changing table, including a storage area for diapers, wipes, extra clothes.</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Stainless steel sink with laminate counter</li> <li>• In-room drinking fountain</li> <li>• Soap and towel dispenser</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Door leading outside is required</li> <li>• Adjacent to K-5 O.T./P.T. room</li> </ul>



<b>MEDICALLY FRAGILE PROGRAM</b>	
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Storage for large equipment (large adaptive chairs, prone standers, supine standers, large walkers, gait trainers, large therapy balls, etc.); Built-in bookcases, storage areas, large-drawer storage</li> <li>• Built-in bookcases</li> <li>• Storage areas</li> <li>• Counters under windows where appropriate</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• Two (2) lockable four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>• Coat and cubby storage for 10 students</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Boards</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Kidney-shaped table and appropriate student furniture</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer</li> <li>• Two (2) student computers</li> </ul>

<b>SPECIAL EDUCATION RESOURCE</b>	
<b>SPACE</b> 400 square feet (each)	
<b>NUMBER:</b> Two (2) classrooms (one for Early Elementary, and one for Intermediate Elementary)	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Stainless steel sink with laminate counter</li> <li>• In-room drinking fountain</li> <li>• Soap and towel dispenser</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Close proximity to general education classrooms</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Built-in bookcases</li> <li>• Storage areas</li> <li>• Counters under windows where appropriate</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• One (1) lockable four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Board</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Pupil tables/chairs (adjustable/movable)</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Adult visitor's chair</li> <li>• Activity Groups: Two (2) kidney-shaped table with six (6) chairs (each)</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>•</li> </ul>

<b>SPECIAL EDUCATION RESOURCE</b>	
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>• Document Camera</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer</li> <li>• Four (4) student computers</li> </ul>

<b>PRE-K O.T. / P.T. RESOURCE</b>	
<b>SPACE:</b> 400 square feet	
<b>NUMBER:</b> One (1) room (includes two small offices within room for small group work)	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Adjacent to POP/IPOP areas and Pre-K parent drop-off area</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Storage for large equipment (large adaptive chairs, prone standers, supine standers, large walkers, gait trainers, large therapy balls, etc.)</li> <li>• Built-in bookcases, storage areas, large-drawer storage</li> <li>• Built-in bookcases</li> <li>• Storage areas</li> <li>• Counters under windows where appropriate</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• One (1) lockable four-drawer filing cabinets (each)</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Board</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Pupil tables and chairs (adjustable - movable)</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• One (1) teacher desk/chair (each)</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Activity Groups: One (1) small table with four (4) chairs (each office)</li> <li>• One (1) adult size visitor's chair (each office)</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>• Full length mirror (Mylar)</li> <li>• Play equipment for centers</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer (each office)</li> </ul>

<b>K-5 O.T./P.T. RESOURCE</b>	
<b>SPACE:</b> 600 square feet (includes two (2) small offices within room for small group work)	
<b>NUMBER:</b> One (1) room	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Adjacent to Medically Fragile Classroom</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Storage for large equipment (large adaptive chairs, prone standers, supine standers, large walkers, gait trainers, large therapy balls, etc.)</li> <li>• Built-in bookcases, storage areas, large-drawer storage</li> <li>• Open shelving and counter area</li> <li>• Counters under windows where appropriate</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• Two (2) lockable built-in four-drawer filing cabinet</li> </ul>

<b>K-5 O.T./P.T. RESOURCE</b>	
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Boards</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Small tables with student chairs for each office</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair in each office</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Adult visitor chairs</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>• Trampoline, Balance Beam, Swing, Stairs, Floor Mats</li> <li>• Area for gross motor activities.</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• Two (2) teacher computers</li> </ul>

<b>K-5 RELATED SERVICES – SOCIAL WORKER/PSYCHOLOGIST/SPEECH</b>	
<b>SPACE:</b> 800 square feet	
<b>NUMBER:</b> Three (3) offices, one each for Social Worker, Psychologist, and K-5 Speech/Language Pathologist	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• Stainless steel sink with soap and towel dispenser (common area)</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Close proximity to the main office</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• One (1) lockable built-in four-drawer filing cabinet (each office)</li> <li>• Bookcase and shelving</li> <li>• Walk-in supply closet</li> <li>• Laminate counters and shelving (common area)</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Wall to wall carpeting</li> </ul>
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Board</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair (each office)</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Two (2) adult chairs (each office)</li> <li>• One (1) rectangle or kidney shaped table, with 6 student chairs (each office)</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>• Built-in mirror (Speech only)</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer (each office)</li> </ul>

<b>PRE-K SPEECH LANGUAGE</b>	
<b>SPACE:</b> 250 square feet (each)	
<b>NUMBER:</b> Two (2) rooms	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sinks</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Access</b>	<ul style="list-style-type: none"> <li>• Adjacent to Pre-K OT/PT areas and Pre-K parent drop-off area</li> </ul>
<b>Classroom Storage</b>	<ul style="list-style-type: none"> <li>• Built-in bookcases</li> <li>• Storage areas</li> <li>• Counters under windows where appropriate</li> </ul>
<b>Teacher Storage</b>	<ul style="list-style-type: none"> <li>• Lockable teacher storage wardrobe</li> <li>• One (1) lockable built-in four-drawer filing cabinet</li> </ul>
<b>Student Storage</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and area rugs</li> </ul>

<b>PRE-K SPEECH LANGUAGE</b>	
<b>Display</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin Board</li> </ul>
<b>Student Furniture</b>	<ul style="list-style-type: none"> <li>• Pupil tables and chairs (adjustable and movable)</li> </ul>
<b>Teacher Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> </ul>
<b>Other Furniture</b>	<ul style="list-style-type: none"> <li>• Activity Groups: One (1) kidney-shaped table with six (6) chairs</li> <li>• Adult size visitor's chair</li> <li>• Play equipment for centers</li> <li>• Full length mirror (Mylar)</li> </ul>
<b>Special Needs/Equipment</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Classroom Technology</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer</li> </ul>

## **VII. ADMINISTRATION AND SUPPORT FACILITIES**

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

<b>PRINCIPAL'S OFFICE</b>	
<b>SPACE:</b> 200 square feet	
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• Two entrances: one to main office/secretarial area and one to conference room</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• One (1) large wall unit bookcase</li> <li>• Lockable lateral files</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Wall to wall carpeting</li> </ul>
<b>Office Furniture</b>	<ul style="list-style-type: none"> <li>• Desk/Chair</li> <li>• Visitor's seating for six (6)</li> </ul>
<b>Other Accommodations</b>	<ul style="list-style-type: none"> <li>• Bulletin board</li> <li>• Private lavatory</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• Polycom telephone</li> <li>• Building security system monitor</li> <li>• Security "panic button with dedicated phone line"</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) computer</li> </ul>

<b>MAIN OFFICE (SECRETARIAL AREA)</b>	
<b>SPACE:</b> 600 square feet	
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• Adjacent to principal's office with a closable connecting door.</li> <li>• Hallway wall should have multiple windows, and the Main Office should be able to view main entranceway of school and bus traffic</li> <li>• Connecting door between office and health suite</li> <li>• Staff lavatories should be adjacent to office</li> </ul>

<b>MAIN OFFICE (SECRETARIAL AREA)</b>	
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Safe</li> <li>• Staff mailboxes</li> <li>• Base and wall cabinets with counter space</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Wall to wall carpeting</li> </ul>
<b>Office Furniture</b>	<ul style="list-style-type: none"> <li>• Secretarial workstation (2)</li> <li>• Secretarial chair (2)</li> <li>• Additional work table</li> <li>• Visitor's seating</li> <li>• Tables</li> </ul>
<b>Other Accommodations</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin boards</li> <li>• Closet for coats</li> <li>• Chairs/benches for visitors</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• Network copier/fax machine</li> <li>• Building security system monitor (secretary)</li> <li>• Security "panic button with dedicated phone line (secretary)</li> <li>• Parent access Kiosk computer</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• Two (2) computers</li> </ul>

<b>SPECIAL EDUCATION SUPERVISOR'S OFFICE</b>	
<b>SPACE:</b> 150 square feet	
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• Adjacent to Special Education Clerk's area and in close visual proximity to Pre-K parent drop-off area</li> <li>• In close proximity to Conference Room</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• One (1) large wall unit bookcase</li> <li>• Lockable lateral files</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Wall to wall carpeting</li> </ul>
<b>Office Furniture</b>	<ul style="list-style-type: none"> <li>• Desk/Chair</li> <li>• Visitor's seating</li> </ul>
<b>Other Accommodations</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin board</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• Polycom telephone</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) computer</li> </ul>

<b>SPECIAL EDUCATION CLERK'S OFFICE</b>	
<b>SPACE:</b> 150 square feet	
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• Adjacent to Special Education Supervisor's Office</li> <li>• Close proximity to Pre-K parent drop-off area</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Two (2) fire rated four-drawer lockable filing cabinets</li> <li>• Base and wall cabinets with counter space for storage</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Wall to wall carpeting</li> </ul>
<b>Office Furniture</b>	<ul style="list-style-type: none"> <li>• Secretarial workstation</li> <li>• Secretarial chair</li> <li>• Visitor's seating</li> </ul>

<b>SPECIAL EDUCATION CLERK'S OFFICE</b>	
<b>Other Accommodations</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Two (2) bulletin boards</li> <li>• Coat closet</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) computer</li> </ul>

<b>CONFERENCE ROOMS</b>	
<b>SPACE:</b> 200 square feet (each)	
<b>NUMBER:</b> Two (2) rooms	
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• One conference room adjacent to Main Office/Principal's Office</li> <li>• One conference room adjacent to Pre-School area</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• One (1) credenza</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Wall to wall carpeting</li> </ul>
<b>Office Furniture</b>	<ul style="list-style-type: none"> <li>• Conference Table</li> <li>• Seating for ten (10)</li> </ul>
<b>Other Accommodations</b>	<ul style="list-style-type: none"> <li>• Whiteboard</li> <li>• Bulletin board</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• Polycom telephone</li> <li>• Interactive Touch Screen White Board</li> <li>• LCD Projector</li> <li>• AV Switcher Control System</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) computer</li> </ul>

<b>HEALTH SERVICES</b>	
<b>SPACE:</b> 450 square feet	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• Oversized accessible toilet room with changing table</li> </ul>
<b>Sink</b>	<ul style="list-style-type: none"> <li>• Sink with foot pedal controls (outside Toilet room)</li> <li>• Sink with eye wash</li> </ul>
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• Access to main office for assistance during times of emergency</li> <li>• Access through main corridor</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Soft color, dimmable lighting</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Lockable cabinets for medication (if controlled meds are not stored in the same cabinet as non controlled meds, it does not require to be double locked)</li> <li>• Three (3) four-drawer lockable filing cabinets</li> <li>• Closet and extra storage for materials</li> </ul>
<b>Office Furniture</b>	<ul style="list-style-type: none"> <li>• Bookcase</li> <li>• Table for testing/conferences</li> <li>• Four (4) student chairs for waiting area</li> </ul>
<b>Space Considerations</b>	<ul style="list-style-type: none"> <li>• Recovery area with 3 cots</li> <li>• Nurse's space where nurse can speak privately with students</li> <li>• Examination room</li> <li>• 25-ft space to conduct vision screenings</li> <li>• Waiting area for students</li> </ul>
<b>Medical Equipment</b>	<ul style="list-style-type: none"> <li>• Wheelchair/evac chair</li> <li>• Rolling cart (portable emergency cart)</li> <li>• Examination table</li> </ul>

<b>HEALTH SERVICES</b>	
<b>Other Accommodations</b>	<ul style="list-style-type: none"> <li>• AED with audible alarm box will be installed in the public access hallway.</li> <li>• Refrigerator with separate freezer compartment</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• Telephone with direct access to an outside line</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) computer</li> </ul>

<b>TEACHER WORKROOM</b>	
<b>SPACE:</b> 500 square feet	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sink</b>	<ul style="list-style-type: none"> <li>• Stainless steel sink with laminate counter tops</li> <li>• Soap and towel dispenser</li> </ul>
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• Adjacent to Main Office</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Shelving</li> <li>• Locked cabinet</li> </ul>
<b>Furniture</b>	<ul style="list-style-type: none"> <li>• Table and six (6) chairs</li> </ul>
<b>Other Accommodations</b>	<ul style="list-style-type: none"> <li>• Dye press (letter cutting machine)</li> <li>• Laminating machine</li> <li>• General office supplies</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• Network copier/fax machine/scanner</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer</li> </ul>

<b>FOOD SERVICES – CAFETERIA</b>	
<b>SPACE:</b> 2,500 square feet	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Sink</b>	<ul style="list-style-type: none"> <li>• Bay sink with foot pedal for handwashing and Purell stations for students</li> </ul>
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• Adjacent to full kitchen and serving area</li> <li>• Exits to outdoors</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Resilient textured rubber flooring</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Storage room to accommodate tables/benches and chairs</li> </ul>
<b>Furniture</b>	<ul style="list-style-type: none"> <li>• Folding roll-away tables/benches, long type with built-in seating, to accommodate 140 students</li> <li>• Chair and desk for paraprofessional/Cafeteria supervisor</li> </ul>
<b>Other Accommodations</b>	<ul style="list-style-type: none"> <li>• Recessed drinking fountains</li> <li>• Sound reducing measures</li> <li>• Sound proof divider between kitchen and cafeteria</li> <li>• Bulletin boards</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• Localized public address system</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

<b>FOOD SERVICES – KITCHEN</b>	
<b>SPACE:</b> 1,200 square feet – Kitchen 150 square feet – Food Manager’s Office	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• Locker room for five (5) with adjacent unisex toilet room</li> </ul>

<b>FOOD SERVICES – KITCHEN</b>	
<b>Sink</b>	<ul style="list-style-type: none"> <li>• One (1) three bay sinks with drain board, garbage disposal</li> <li>• One (1) double well stainless steel produce sink</li> <li>• One (1) triple well stainless steel pot wash sink</li> <li>• Three (3) hand sinks with soap and towel dispensers</li> </ul>
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• In close proximity to Main Office and Gymnasium</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Task lighting over preparation areas</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Epoxy flooring</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Safe</li> <li>• Four (4) stainless steel utility carts, three shelves, #300/400 capacity</li> <li>• One (1) stainless steel cart for tray storage, ADA accessible</li> <li>• Adequate space for annual supplies</li> </ul>
<b>Furniture</b>	<ul style="list-style-type: none"> <li>• Teacher Desk/Chair</li> <li>• Visitor’s Chair</li> </ul>
<b>Space Considerations</b>	<ul style="list-style-type: none"> <li>• Large walk-in storeroom with heavy-duty wire mesh chrome-mate shelving on casters</li> <li>• Dishwasher room with necessary utilities (racks and tray carts)</li> <li>• Separate area for the cashier to count money with a safe</li> <li>• Two (2) serving lines with built-in hot and cold units</li> <li>• Can washing area (outside, near dock – custodial)</li> </ul>
<b>Food Services Equipment</b>	<ul style="list-style-type: none"> <li>• One (1) slicer on stand</li> <li>• One (1) 30 gallon mixer</li> <li>• One (1) double steamer, pressure-less</li> <li>• One (1) commercial microwave oven</li> <li>• Two (2) double convection ovens with stand: single one-over-one unit</li> <li>• Two (2) small double kettles</li> <li>• One (1) food processor (Robo Coupe)</li> <li>• Walk-in freezer, minimum 100 ft. square with shelving</li> <li>• Walk-in refrigerator, minimum 100 ft. square with shelving</li> <li>• One (1) pass-thru refrigerator near serving line</li> <li>• One (1) pass-thru freezer near serving line</li> <li>• Steam table with five (5) wells</li> <li>• Two (2) preparation tables (stainless steel)</li> <li>• One (1) baking center with table, baking rack with refrigerator underneath</li> <li>• Milk cooler</li> <li>• Ice cream freezer</li> <li>• Exhaust fans (ventilation) for ovens, skillet, stove, etc.</li> <li>• Exhaust fans (ventilation) in washroom and pantry areas</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• One (1) cash register and stand (point of sale system)</li> <li>• One (1) computer (Food Services Office)</li> </ul>

<b>FACULTY LOUNGE</b>	
<b>SPACE:</b> 450 square feet	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• Faculty toilets adjacent to faculty lounge</li> </ul>
<b>Sink</b>	<ul style="list-style-type: none"> <li>• Stainless steel sink with laminate counter</li> <li>• Soap and towel dispenser</li> </ul>
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• Close proximity to the major instructional section of the school</li> </ul>
<b>Lighting</b>	<ul style="list-style-type: none"> <li>• Provide windows and maximize natural light</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile and carpeting</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Built-in upper and lower cabinets</li> </ul>
<b>Furniture</b>	<ul style="list-style-type: none"> <li>• Soft seating</li> <li>• Tables and seating for twenty (20) people</li> </ul>



FACULTY LOUNGE	
<b>Equipment</b>	<ul style="list-style-type: none"> <li>• Microwave oven</li> <li>• Refrigerator</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

CUSTODIAL OFFICE	
<b>SPACE:</b> 150 square feet	
<b>Toilet</b>	<ul style="list-style-type: none"> <li>• Locker room for four (4) with adjacent unisex toilet room</li> </ul>
<b>Access/Location</b>	<ul style="list-style-type: none"> <li>• In close proximity to Cafeteria</li> </ul>
<b>Flooring</b>	<ul style="list-style-type: none"> <li>• Vinyl enhanced tile</li> </ul>
<b>Storage</b>	<ul style="list-style-type: none"> <li>• Locked cabinet</li> </ul>
<b>Furniture</b>	<ul style="list-style-type: none"> <li>• Desk/Chair</li> <li>• Three (3) adult chairs</li> </ul>
<b>Equipment</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Computers (each)</b>	<ul style="list-style-type: none"> <li>• One (1) teacher computer</li> </ul>

## VIII. COMMUNITY USE

All of our schools are used by the community. Some of the groups that regularly use the facilities include:

- South Windsor Parks and Recreation Department
- Scouting organizations
- Civic organizations
- Municipal Boards and groups
- Adult Education
- PTO
- Registrar of Voters

## IX. ENVIRONMENT – SYSTEMS – EQUIPMENT

SYSTEM	SPECIFICATIONS
<b>Building Systems</b>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>
<b>Heating/Cooling (HVAC) System</b>	<ul style="list-style-type: none"> <li>• Heating &amp; cooling should be produced with natural gas with a boiler for heating and roof top DX cooling. Consider including Geo-thermal wells for energy efficiency.</li> <li>• 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.</li> <li>• In-line water heaters for domestic hot water shall be provided during non-heating season usage.</li> <li>• Use in-slab hydronic heat delivery at the lower levels for Pre-K and Kindergarten classrooms.</li> <li>• Energy recovery units, VFD fan systems and pumps to be utilized in the design.</li> <li>• Perimeter heating will be provided by fin tube radiation and the possible use of ceiling mounted radiant panels, cooled by a VAV system with each room served by a dedicated VAV box and hydronic reheat coil.</li> <li>• The use of “chill beams” will be considered for general heating and cooling. Designer to provide additional information on chill beam systems to Owner.</li> <li>• The gymnasium/auditorium and cafeteria will be served by separate variable</li> </ul>

SYSTEM	SPECIFICATIONS
	speed air handlers. Air handlers shall include a hot water heating coil and DX cooling coils.
<b>Climate Controls/ Ventilation System</b>	<ul style="list-style-type: none"> <li>• The building will be designed with Direct Digital Control (DDC) systems (Invensys), centrally tied into the School Facilities Department via Graphical User Interface.</li> <li>• Spaces should have independent, on demand heating, cooling and ventilation control for operational efficiency.</li> <li>• 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.</li> <li>• Climate controls/ventilation systems need to meet current codes and standards.</li> </ul>
<b>Lighting System</b>	<ul style="list-style-type: none"> <li>• Efficient and appropriate natural lighting will be maximized within the facility as appropriate for the programmatic use of the spaces.</li> <li>• Motion sensors and dual switching will be installed in classrooms.</li> <li>• The use of fluorescent lights throughout, with exceptions in specialty areas.</li> <li>• Attention should be given to security lighting for both interior and exterior of the building.</li> <li>• Emergency back-up will be via local battery ballasts.</li> <li>• The use of light shelves and light sensors for natural light to reduce electrical load shall be considered in locations where possible.</li> </ul>
<b>Electrical (Power) System</b>	<ul style="list-style-type: none"> <li>• Power to be provided by local utility company.</li> <li>• Distribution will include customer metering.</li> <li>• Emergency generator to accommodate Life Safety needs.</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• There shall be a combined voice/data system with “VOIP” (Voice Over Internet Protocol) design.</li> <li>• The school shall have ceiling mounted projectors with media controlled both locally from the teacher’s station and with a centralized media system at the head end (“DIVOS system”).</li> <li>• Head equipment to be housed in an MDF with 24 hour environmental control.</li> <li>• Horizontal cabling shall be Category 6e or contemporary equivalent.</li> <li>• Cable shall be run in corridors to support horizontal cable structure.</li> <li>• Fiber back bone between the MDF and IDF rooms shall be multi-mode type (10GB minimum).</li> <li>• Fiber optical cable from street to MDF</li> <li>• Make new Data center</li> </ul>
<b>Security</b>	<ul style="list-style-type: none"> <li>• Digital video surveillance of exterior/interior areas of the building</li> <li>• Electronic security system with keypad access control installed into the school.</li> <li>• Design the plan to prevent access to instructional areas of the school when community events take place in assembly areas during non-school hours.</li> <li>• Motion sensors shall be mounted in corridors.</li> <li>• Respond to future state and/or federal mandates related to security requirements for elementary facilities.</li> </ul>
<b>Phone System</b>	<ul style="list-style-type: none"> <li>• A comprehensive, district-integrated phone system (dial-out) will be integrated into technology scope of the project, including hands-free and handle options.</li> <li>• Install phones in every room of the facility occupied by teachers or students at any given time, including all support and instructional spaces.</li> <li>• Provide Voice Over “IP” options.</li> </ul>
<b>Public Address</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• The PA system should be developed in conjunction with the phone, clock, data, voice and DIVOS video distribution system of the school.</li> <li>• Secondary access to security and public address systems will be located in the MDF/Head End Room.</li> </ul>

SYSTEM	SPECIFICATIONS
<b>Clocks</b>	<ul style="list-style-type: none"> <li>• Clocks, similar to the phone system will be integrated into the technology component of the project.</li> <li>• All support and instructional spaces will be included.</li> <li>• System to have manual override capability in the event that Daylight Saving Times are adjusted by the Federal Government.</li> </ul>
<b>Plumbing System</b>	<ul style="list-style-type: none"> <li>• Plumbing fixtures/system will be designed per current and applicable codes.</li> <li>• Fixtures will be self operating.</li> <li>• Plastic piping to be considered for domestic water and heating where possible.</li> </ul>
<b>Fire Protection</b>	<ul style="list-style-type: none"> <li>• Building will be fully protected by a sprinkler system installed per NFPA 13.</li> </ul>
<b>Fire Alarm</b>	<ul style="list-style-type: none"> <li>• The building will be protected by a fully addressable analog, manual and automatic fire alarm system.</li> </ul>
<b>Acoustics</b>	<ul style="list-style-type: none"> <li>• The building will comply with ANSI S12.60-2002: Acoustical Performance Criteria, Design Requirements and Guidelines for Schools.</li> <li>• Suspended acoustical ceilings and/or acoustical decks will be installed throughout the building.</li> <li>• 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.</li> <li>• In specialized areas, such as media centers, appropriate acoustical treatments will be installed.</li> <li>• Sound field system will be provided in each classroom.</li> </ul>
<b>Windows/Doors</b>	<ul style="list-style-type: none"> <li>• Windows should be high efficiency, non-operational type with low e-glazing.</li> <li>• Emergency egress windows and rated doors will be installed in accordance with applicable codes.</li> <li>• Key fobs, thumb latches, vision panels – review with District and integrate with security section.</li> </ul>

## X. SITE DEVELOPMENT

There will be two primary entrance areas to the building: (1) the Main Entrance, and (2) the Pre-K Parent Drop-Off Entrance. 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. Each entrance area should accommodate a separate bus loading and parent drop-off area. Entry overhangs or covered walkways will be provided for inclement weather.

Bus loading areas should be configured as a one-way drive in a counterclockwise 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 counterclockwise 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 preferable should be separate from other parking lots.

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. 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 baseball and soccer fields, and new playscape equipment. Pre-Kindergarten and Kindergarten play areas should be located in close proximity to their classrooms.

Intermediate play areas should be located away from classroom areas, and in close proximity to the gymnasium. Playfields should be located in close proximity to the Gymnasium.

Playfields, parking, service drives, drop-off zones and bus zones should be located to reduce the cost of connecting elements without requiring 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.

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 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.

## SPACE SUMMARY

Room Description	# of Students Per Room	Required # of Rooms	Square Feet Per Room	Total Area (Square Feet)
<b>GENERAL EDUCATION PROGRAMS</b>				
Early Childhood: Full-Day Kindergarten	24	4	1,100	4,400
Early Elementary: Grades 1-3	24	12	900	10,800
Intermediate: Grades 4-5	26	8	900	7,200
Visual Arts – Classroom		1	1,200	1,200
Visual Arts - Kiln Room and Storage		1	450	450
Music - Choral Room		1	1,000	1,000
Music - Instrumental Room		1	1,000	1,000
Physical Education – Gymnasium		1	4,700	4,700
Physical Education - Office and Storage		1	600	600
Platform (Stage)		1	900	900
STEM Lab Classroom	26	1	900	900
World Languages (Flex Classroom)	26	1	900	900
Media Center		1	3,000	3,000
Technology Support - Computer Lab		2	900	1,800
Technology Support - Video Conference/Production Lab		1	200	200
General Education Intervention Services (Math, Reading, ELL)		3	400	1,200
<b>Total</b>		<b>40</b>		<b>40,250</b>
<b>SPECIAL EDUCATION PROGRAMS</b>				
Preschool Outreach Program (POP)	17	3	1,100	3,300
Intensive Preschool Outreach Program (IPOP)	10	2	1,000	2,000
K-5 Medically Fragile Classroom	10	1	1,200	1,200
Special Education Resource Room		2	400	800
Pre-K OT/PT Resource Room		1	400	400
K-5 OT/PT Resource Room		1	600	600
Related Services Suite (Social Worker/Psychologist/K-5 Speech)		1	800	800
Pre-K Speech/Language		2	250	500
<b>Total</b>		<b>13</b>		<b>9,600</b>
<b>ADMINISTRATION AND SUPPORT FACILITIES</b>				
Principal's Office		1	200	200
Main Office		1	600	600
SPED Supervisor's Office		1	150	150
SPED Clerk's Office		1	150	150
Conference Rooms		2	200	400
Health Services		1	450	450
Teacher Workroom		1	500	500
Food Services – Cafeteria		1	2,500	2,500
Food Services - Kitchen and Manager's Office		1	1,350	1,350
Faculty Lounge		1	450	450
Custodial Office Area		1	150	150
<b>Total</b>		<b>10</b>		<b>6,900</b>
<b>PROGRAM TOTAL</b>				<b>56,750</b>
CORE Factor (x 1.2518) *				<b>71,040</b>

\* The CORE Factor (14,290 s.f.) considerations include, but are not limited to, the following: general supply storage; custodial washrooms; instructional and book storage; MDF/Head (technology server) closet; shared printer/storage areas; chrome book storage/charging areas; boiler/mechanical areas; toilets; corridors; and stairs and elevators (if required).

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