

EDUCATIONAL SPECIFICATION

WEST TECHNICAL EDUCATIONAL CENTER

ANCILLARY & ALTERNATIVE EDUCATION FACILITY

Grades 6 – 12

Modification

New CSR Student Stations: 778

Utilization Factor: 100%

FISH CSR Capacity: 778



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January 2005

DRAFT SCHEDULED FOR JANUARY 2005 BOARD MEETING
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NSF throughout document refers to Net Square Feet.

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INTRODUCTION

These Educational Specifications are intended for use as a planning guide by architects and others responsible for developing physical facilities in Palm Beach County. The general concept embodied in the specifications is to provide general and adequate details for proposed spaces while leaving ample flexibility for creativity and options in design by the architects.

Philosophy and Goals of the School Board of Palm Beach County (SBPBC) are provided as general directions for programs in the School District and are followed by a listing of General Considerations. The facility list is intended to be a summary of the spaces to be provided, but is sufficiently flexible to accommodate design requirements and compatibility with adjacent space.

Specifications for the various program areas include a common listing of informational categories within each of the areas. Specific information relative to each particular area is included under various headings as follows:

- I. Program Philosophy
- II. Program Goals
- III. Program Activities
- IV. Organizational Nomenclature
- V. Innovations, Experimental Ideas, Other Planned Uses
- VI. Justification for Variance from S.R.E.F.
- VII. Program Facilities List
- VIII. Program Furniture and Equipment
- IX. Special Considerations

The graphic representations of Space Relationships are intended only to establish adjacencies and not to set design. Spaces shall be arranged for the various program areas in a configuration compatible with traffic control, site needs and the following considerations:

- 1. Facilities shall be as functional as possible; that is, they shall be organized in a manner responsive to educational programming requirements in an orderly economical way.
- 2. Facilities shall be as responsive as possible to long-term maintenance goals. The architect shall endeavor to produce a product with the lowest possible life cycle cost.
- 3. Facilities shall be as vandal-resistant as is possible within realistic budget constraints.
- 4. Facilities shall be as aesthetically pleasing as possible, considering neighborhood, shape, materials, colors, etc.
- 5. Facilities shall be designed to provide adequate student movement (circulation) without unnecessary waste.

Special attention is directed to planning for community utilization of the plant and campus, maximum energy conservation and capital budget restraints.

PHILOSOPHY AND GOALS

I. PROGRAM PHILOSOPHY

The Board's philosophy is to provide an educational system which is instructionally sound and environmentally stimulating enough to attract and maintain high-quality professional, technical and administrative employees. This system is designed to earn the respect of Palm Beach County, the community, state and nation.

The Board believes that successful implementation of its philosophy is highly dependent upon a positive, active, working partnership which includes the Board, administrators, teachers, staff, students, parents, community, business and industry. For this reason, the support requirements for this project were developed by a participatory process involving committees of educators, the Department of Secondary and Career, and various departments of the School District of Palm Beach County.

II. PROGRAM GOALS

A. Student Goals - Students shall acquire, to the extent of their individual physical, mental and emotional capacities, a mastery of the basic skills required in the curriculum.

1. **Communication and Learning Skills** - All students shall be provided an opportunity to do the following:
 - a. Develop and apply basic skills in reading, writing, speaking, viewing and listening.
 - b. Gain a general education in broader fields of language arts, social studies, science, science, mathematics, humanities and vocational education.
 - c. Develop a desire for learning.
 - d. Develop a capacity for self-evaluation and self-direction.
 - e. Examine, analyze, evaluate and utilize various kinds of information.
2. **Human Relations** - All students shall be provided an opportunity to do the following:
 - a. Develop a pride of accomplishment and a feeling of self-worth.
 - b. Learn to respect and get along with people.
3. **Citizenship Education** - All students shall be provided an opportunity to do the following:
 - a. Develop good character and self-respect.

- b. Be responsible citizens.
 - c. Participate in democratic experiences and processes.
4. **Occupational Interests** - All students shall be provided an opportunity to do the following:
- a. Develop a positive attitude toward work.
 - b. Develop respect for the dignity of all occupations.
 - c. Acquire information needed for making appropriate job selections.
 - d. Develop the ability to use information as it relates to a particular vocation.
5. **Home and Family Relationships** - All students shall be provided an opportunity to do the following:
- a. Broaden an appreciation of the family as a social institution and as a basic unit of society.
 - b. Acquire skills and attitudes for management of family resources.
 - c. Acquire and understand the skills of family living.
6. **Mental and Physical Health** - All students shall be provided an opportunity to do the following:
- a. Develop good health habits and an understanding of the conditions necessary for maintenance of physical and emotional well being.
 - b. Acquire a knowledge of basic psychological and sociological factors affecting human behavior and mental health.
 - c. Develop competence for adjusting to changes.
 - d. Recognize and work to solve environmental health problems.
7. **Aesthetic and Cultural Appreciation** - All students shall be provided an opportunity to do the following:
- a. Develop an understanding and appreciation of human achievement in natural sciences, social sciences, humanities and the arts.
 - b. Broaden interests and prepare for productive use of leisure time.
 - c. Develop skills and creative abilities for self-expression.

B. Management Goals

1. **General Management** - The SDPBC shall refine, implement and utilize management practices which will provide the following:
 - a. Planning and evaluation programs which will ensure accurate and adequate information for decision-making.
 - b. Administrative procedures which ensure that program planning, budgeting and evaluation systems are integrated and cyclical in nature.
 - c. Information services that promote timely acquisition of accurate information regarding district policies, procedures and activities which fulfill the needs of the district and the public.
 - d. Administrative and Instructional support for "school-based management" procedures and techniques.
 - e. System-wide support services for functions, processes and programs.
 - f. Continuing development, refinement, implementation and evaluation of instructional materials, processes and components of the curriculum.
 - g. Flexible organizational structure which clearly defines and delineates authority, responsibility and accountability.
 - h. Fiscal integrity in budgeting and business affairs.

2. **Personnel Management** - The schools district will develop and maintain the following:
 - a. Practices and programs to recruit the best qualified personnel for all positions.
 - b. Programs to orient all employees properly to their job responsibilities, operation and organization of their units, and organization of the school system.
 - c. Staff Development Programs to update employees in their chosen fields and to enhance their professional and career growth.
 - d. Develop programs to teach administrators at all levels how to achieve excellence in managing people, including performance, planning, evaluation and counseling.
 - e. A system to identify high potential employees and their readiness status to qualify for higher career positions within the SDPBC.
 - f. Practices and programs to attain effective affirmative action.

- g. Practices and systems to establish realistic position descriptions for each level and equitable compensation for those levels.

Facility List by Areas
West Technical Educational Center
Ancillary & Alternative Education Facility
Modification
Grades 6 - 12
New CSR Student Stations: 778
Utilization Factor: 100%
FISH Capacity: 78

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE & LAKE SHORE ANNEX - SHARED SPACES						
	Administration					
1	Principal			300		
1	General Reception/Secretary			250		
1	Clerk			125		
1	Data Processor			125		
1	Bookkeeper			125		
1	Records Vault			200		
1	Production/Workroom			200		
1	Textbook Storage			200		
1	Conference			300		
1	Administrative Storage			100		
1	School Store			50		
1	Clinic			725		
1	Video Surveillance			175		
	Restrooms (out of staff restroom allotment)					
	TOTAL			2,875		
	Custodial					
	Central Receiving, Toilets, Showers, Custodial Closets			1,060		
1	Flammable Storage			155		
1	Equipment Storage			500		
1	Golf Cart Storage (from dining)			150		
	TOTAL			1,865		0
	Food Service					
1	Dining (150 NSF to Custodial Golf Cart Storage) (combine with Multipurpose)	3,856		3,706		
1	Kitchen (including office and restroom - prototype)			3,600		
1	Chair Storage			193		
1	Staff Dining/Lounge			700		
	Staff Restrooms (out of allotment)					
	Student Restrooms (out of allotment)					
	TOTAL			8,199		0

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Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
	Media Center					
1	Reading Room/Stacks (150NSF from Tech Processing)	2,367		2,517		
1	Group Projects (combined with Reading/Stacks)			482		
1	Professional Library/Media Production/Copying Room			660		
1	Periodical Storage (combined with Reading/Stacks)			193		
1	AV Storage/Maintenance and Repair/CCTV Storage			665		
1	Library Media Specialist's Office (combine with Tech. Processing)			175		
1	CCTV Studio - Production and Control (100 NSF from Stage Control Booth)(500 NSF for Studio & 275 for Control)	675		775		
1	Technical Processing (combined with Library Media Specialist's office) (150 NSF to Reading/Stacks)	326		176		
1	Small Group Listening (combined with Reading/Stacks)	96		96		
1	Staff Restroom (out of allotment)					
	TOTAL			5,739		0
	Multipurpose					
1	Multipurpose room (combine with Student Dining)			1,494		
	TOTAL			1,494		0
	Physical Education (Middle Prototype)					
2	Dressing Rooms		780	1,560		
2	Lockers		130	260		
2	Showers		130	260		
2	Drying		130	260		
1	PE Storage			587		
2	Restrooms		130	260		
2	Teacher Planning		100	200		
2	Teacher Restrooms>Showers		66	132		
1	Laundry/Towel			130		
1	Activity Lab			3,600		60
	Restrooms (from allotment)					
	TOTAL			7,249		60
	Stage					
1	Stage			990		
1	Stage Storage			482		
2	Dressing Room		241	482		
1	Control Booth (to CCTV Studio-Production)	100		0		
	TOTAL			1,954		0
	Restrooms					
	Staff Restrooms (as required by code)			311		
	Student Restrooms (as required by code)			1,167		

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
LAKE SHORE ANNEX						
	<u>Administration</u>					
1	Assistant Principal			175		
1	General Reception/Secretary			200		
1	Clerk			125		
1	School Police			150		
3	Counselors		175	525		
1	ESE Office			175		
1	Records Vault			200		
1	Administrative Storage			100		
1	Conference Room			200		
	TOTAL			1,850		
	<u>General Classrooms</u>					
10	General Classrooms		756	7,560	25	250
10	Material Storage		90	900		
10	Teacher Planning		54	540		
	TOTAL		900	9,000		250
	<u>Physical Education</u>					
1	Covered Pavilion		1,000	1,000		
1	Outdoor Storage		300	300		
	TOTAL			1,300		0
	<u>Resource Rooms</u>					
1	Resource Room		480	480		
1	Material Storage		90	90		
	TOTAL		570	570		0
	<u>Skills/Computer Laboratory</u>					
2	Skills Development Laboratory & Storage		900	1,800	25	50
	TOTAL		900	1,800		50
	<u>Teacher Planning</u>					
1	Teacher Planning			400		0
	<u>Construction Academy Program</u>					
1	Construction Laboratory		3,240	3,240	24	24
1	Material Storage		245	245		
1	Project Storage		245	245		
1	Tool Storage		245	245		
1	Flammable Storage		120	120		
1	Technical Resource		675	675		
1	Lockers		375	375		
	TOTAL			5,145		24

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
	Electrical Academy Program					
1	Electrical Laboratory		3,240	3,240	24	24
1	Material Storage		245	245		
1	Project Storage		245	245		
1	Tool Storage		245	245		
1	Flammable Storage		120	120		
1	Technical Resource		675	675		
1	Lockers		375	375		
	TOTAL			5,145		24
WEST AREA SCHOOL OF CHOICE						
	Administration					
1	Assistant Principal			175		
1	General Reception/Secretary			200		
1	Clerk			125		
1	School Police			150		
2	Counselors		175	350		
1	ESE Office			175		
1	Records Vault			200		
1	Administrative Storage			100		
1	Conference Room			200		
	TOTAL			1,675		
	General Classrooms					
12	General Classrooms		756	9,072	25	300
12	Material Storage		90	1,080		
12	Teacher Planning		54	648		
	TOTAL		900	10,800		300
	Physical Education					
1	Covered Pavilion		1,000	1,000		
1	Outdoor Storage		300	300		
	TOTAL		1,300	1,300		0
	Resource Rooms					
2	Resource Room		480	960		
2	Material Storage		90	180		
	TOTAL		570	1,140		0
	Skills/Computer Laboratory					
2	Skills Development Laboratory & Storage		900	1,800	25	50
	TOTAL		4,640	6,680		50

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
	Teacher Planning					
1	Teacher Planning			400		
	TOTAL			400		
	Cosmetology Academy Program					
1	Cosmetology Laboratory		1,800	1,800	20	20
1	Material Storage		155	155		
1	Washer/Dryer, Linen Storage (from Material Storage)		395	395		
1	Dispensary (from Tool Storage)		195	195		
1	Project Storage		310	310		
1	Related Classroom		675	675		
	TOTAL			3,530		20
	Teen-Parent Program					
1	Infants Area		280	280		
1	Toddlers Area		256	256		
1	Infant Napping Area		160	160		
1	Toddler Napping Area		160	160		
1	Isolation Area		150	150		
1	Food Prep Area		200	200		
2	Children's Restrooms		35	70		
	Restroom, Staff (from allotment)					
	TOTAL			1,276		
WEST AREA ADMINISTRATION OFFICE						
1	Reception / Secretary			250		0
1	Area Superintendent Office			300		
1	Area Superintendent Secretary			158		
2	Coordinator		175	350		
1	Secretarial Clerk		125	125		
1	Conference Room			300		
1	Production Workroom			200		
1	Admin Storage			100		
1	Vault Storage			100		
6	Resource Teachers		125	750		
	Restrooms (from allotment)					
	TOTAL			2,633		0
WEST AREA ESE OFFICES						
1	Reception / Secretary			250		0
4	Administration Offices		175	700		
3	Secretary		158	474		
21	Resource Teachers		125	2,625		
1	Coordinator			175		
1	Conference Room			200		

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Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
1	Production Workroom			200		
1	Admin Storage			100		
1	Vault Storage			100		
	Restrooms (from allotment)					
	TOTAL			4,824		0
MIGRANT SERVICES OFFICE						
1	Reception / Secretary			250		0
1	Administrative Office			175		
3	Specialists		125	375		
5	Unit Leaders		80	400		
12	Community Resource		64	768		
1	Language Interpreter		64	64		
1	Facilitator		64	64		
6	Teachers		64	384		
1	Secretary		48	48		
1	Conference Room		200	200		
1	Production Workroom		200	200		
1	Admin Storage			100		
1	Vault Storage			100		
2	Staff Development / Instructional		900	1,800		
1	Covered Pavilion			1,600		
	Restrooms (from allotment)					
	TOTAL			6,528		0

The existing facilities will be analyzed by the project architect to determine appropriate usage of the site and buildings for necessary renovations and remodeling to meet SREF size standards, ADA requirements and other code issues.

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GENERAL CONSIDERATIONS

Use the following documents, as a minimum, in facility design, the latest edition of the Florida Building Code (FBC) with latest revisions, the Florida Fire Prevention Code (FFPC), the SDPBC Education Specification, District Master Specification (DMS), District Design Criteria (DDC) and State Requirements for Educational Facilities (SREF)

- A. **Security** - The design shall comply with the DDC – Architectural and Civil.
- B. **Flexibility** - Consider flexibility to allow for future program changes and expansions of the school plant.
- C. **Construction Techniques** - Consider fast and economical construction consistent with long-range maintenance and flexibility requirements of a permanent school plant. Refer to the DDC - Architectural.
- D. **Heating, Ventilating and Air-Conditioning (HVAC)** – Design the system(s) in accordance with the DDC – Mechanical and the related DMS sections in Division 15.
- E. **Plumbing** - Design the system(s) in accordance with the DDC – Plumbing and the related DMS sections in Division 15.
- F. **Building Fire Protection** - Design the system(s) in accordance with the DDC – Plumbing and the related DMS sections in Division 15.
- G. **Windows** – Provide windows in accordance with the DDC - Architectural.
- H. **Floors** - Provide floors in accordance with the DDC - Architectural.
- I. **Walls** - Provide walls in accordance with the DDC - Architectural.
- J. **Roof** - Provide roofs in accordance with the DDC - Architectural
- K. **Corridors and Student Commons** - Corridor shall comply with the Florida Building Code, DDC and DMS.
- L. **Sound Treatment** - Acoustically-treated walls and ceilings shall be provided as necessary for the intended use of the space. Refer to the DDC – Architectural.
- M. **Hot Water** - Hot water shall be provided as indicated and per code. Refer to the DDC - Mechanical and Plumbing and DMS.
- N. **Lighting** - Classroom lighting shall be controlled with alternate switching of light fixtures. Provide lighting in accordance with the DDC – Electrical and DMS.
- O. **Electrical** - Provide Electrical System in accordance with the DDC – Electrical and DMS.

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- P. Student Toilets** - Soap dispensers shall be liquid type provided and installed by the contractor. Paper towel dispensers and toilet paper dispensers shall be continuous metal jumbo roll type provided and installed by the contractor. Follow the DDC – Architectural and Plumbing for locating, designing and equipping student toilet facilities.
- Q. Entrances** – Entrance shall comply with the requirements of the DDC – Architectural.
- R. Lockers** - Lockers shall be located in air-conditioned corridors. Refer to DMS.
- S. Clock and Bell System** - GPS master satellite clock system (wireless) shall be utilized throughout the facility and provided and installed by the contractor. Bell system shall have automatic and manual operation.
- T. Intercommunications System** - Provide two-way intercom system in accordance with the DDC - Electrical.
- U. Instructional Television System** – Provide ITV system in accordance with the DDC – Electrical and DMS sections in Division 16.
- V. Color/Finishes** - Harmonizing colors shall be used to enhance the design of the plant. The architect shall submit colors for review and approval by the SDPBC Department of Program Management. The exterior of the buildings shall use a maximum of three (3) different colors and the interior of the buildings shall use a maximum of four (4) different colors with one of the four interior colors serving as the accent color for the instructional space. Exterior materials and coatings shall be graffiti resistant and easily cleaned to the maximum extent practical. The architect shall submit finishing schedules and mill work for review and approval by the SDPBC Department of Program Management.
- W. Display Case** - A built-in recessed display case with tackable backboard shall be located in the entrance foyer, music area and art area and media center. A built-in trophy case with tackable backboard shall be located in gymnasium and auditorium. Provide safety glass. The recessed display case shall be 6’W x 4’H and 36” off the floor.
- X. Communications (Voice and Data)**- Provide Communication systems in accordance with the DDC - Electrical.
- Y. Safety** - Provide safety devices in accordance with the DDC, DMS and FBC.
- Z. Site Fire Protection** - Refer to the DDC, DMS, FBC and FFPC.
- AA. Automobile Parking** - Provide parking in accordance with traffic control section, DDC – Architectural and Civil. Visitor parking shall be provided near the entrance to the administrative suite.
- AB. Water Outlets** - Provide hose bibs in accordance with the DDC - Plumbing.

- AC. **Potable Water** - Systems shall be designed in accordance with the DDC – Civil and Plumbing.
- AD. **Pavement, Site Improvements** - Provide all pavement, markings, signage and other site improvements in accordance with the DDC - Civil.
- AE. **Sanitary Sewer** - Systems shall be designed in accordance with the DDC – Civil.
- AF. **Storm Water Drainage** - Systems shall be designed in accordance with the DDC - Civil.
- AG. **Irrigation Water** – System shall be designed in accordance with the DDC – Civil and SFWMD.
- AH. **Structural** - Systems shall be designed in accordance with the DDC - Structural.
- AI. **Bulletin Boards** - In addition to any bulletin boards specified in departmental specifications, there shall be located in all of the corridors and/or student common area the following: (a) for general administrative, provide eight lineal feet; (b) for student activities, eight lineal feet; (c) for general faculty, eight lineal feet; (d) for interscholastic activities, eight lineal feet; (e) for music, eight lineal feet; (f) for interdepartmental use, eight lineal feet. Bulletin (tack) boards shall not be less than 36" vertical measurement.
- AJ. **Ceiling Heights** - Ceiling height shall be in accordance with the DDC - Architectural.
- AK. **Crowd Control** - The design shall reflect good crowd control. Consideration shall be given to large groups that enter and leave the site at times of public and school events.
- AL. **Energy Conservation** - The building and its systems shall be designed in accordance with the DDC – Mechanical.
- AM. **Community School** - The general plan and campus design shall be arranged to permit and facilitate use of all appropriate school facilities by community agencies when these spaces are not in use for the regular school program. Community school considerations include ready access from parking lots to all athletic and recreational facilities, meeting rooms, music facilities, media center, cafeteria and community school coordinator's office. Offices(s) shall be located near the parking lot with adequate lighting and natural surveillance.
- AN. **Exterior Building Materials** - Major exterior building materials shall be fully documented in the design phase of project development for review and approval by the SDPBC Superintendent or his/her designee. Exterior materials and coatings shall be graffiti resistant and easily cleaned to the maximum extent practical. Refer to the DDC – Architectural.
- AO. **Instructional Technology** - Provide conduits, wiring, data outlets and receptacles for computer network requirements. Provide spaces and special air-conditioning for computer- related electronics. Refer to the DDC.

- AP. School Site and Play Fields** - The school site and play fields shall be designed in accordance with the DDC – Architectural and Civil.
- AQ. Working Heights** - Provide built-in equipment and furnishings in accordance with the DDC - Architectural.
- AR. Ventilation** - Ventilation shall be designed in accordance with the DDC - Mechanical.
- AS. Program Furniture and Equipment** - Program furniture and equipment list, in this document, is a design guide for determining space requirements and it is not intended as an ordering guide. Use existing furniture and equipment where possible.
- AT. Natural Gas** - Refer to the DDC - Plumbing.
- AU. Design Notebooks** - Refer to the DDC - Mechanical.
- AV. Communications Room** - Every facility shall have one Communication Equipment Room (CER) and several Communication Closet Rooms (CCR) as necessary to comply with the DDC – Electrical and Mechanical.
- AW.** The Architect/Engineer shall request a clarification from the Senior Project Administrator (SPA) of any conflicts between the Educational Specification, DDC or DMS.
- AX.** For high schools, contractor to provide a lighted double sided marquee/school sign, 9’x12’ in size, with adequate electrical service stubbed out for future wireless LED message area upgrades.
- AY.** Refer to the DDC – electrical and DMS with regards to ceiling projectors raceway system. Contractor to provide ceiling projectors raceway system with all necessary wiring and properly supported projector mounting brackets in all instructional spaces and other designated areas. Obtain the latest detail of installation and specifications from the District’s Network Services Department.
- AZ.** Those high schools designed by the Emergency Operation Center will be Hurricane Shelters.
- BA.** Contractor to provide and install wall mounted pencil sharpeners and flag pole holders with proper backing in all necessary areas. Contractor to provide and installed AV screens and brackets with proper backing in all necessary areas. Provide proper backing for all mounted equipment where necessary.
- BB.** Each school center shall a lightning detection device.
- BC.** All built-in counters shall be wire management holes (grommets) to service telephones and computer hook-ups.
- BD.** When possible, the “head-in” equipment shall be located in the production room in the

Library Media Center. The equipment should not be located in the control room of the CCTV studio.

- BE.** Schools under modernization and/or comprehensive addition shall have the interior signage comply with the building and room numbering of the School District's guidelines. Room names and numbers on signage shall be coordinated with SDPBC Interior Design Coordinators.
- BF.** Contractor to provide a 30' high flagpole with two complete rope systems. The flagpole shall be located near the main office/administration.
- BG.** Refer to the DDC – electrical and DMS with regards to conduit and junction box for sound field enhancement system.
- BH.** Classrooms, instructional areas and other designated areas shall be equipped with built-in multimedia cabinets, provided by the contractor, for TV, LCD, DVD/VCR, and other multi-media equipment. The multimedia cabinet shall be approximately 48" in height with the capability to have a 27" TV sit on top of the cabinet. The multimedia cabinet shall include lockable doors with adjustable shelving for equipment and grommets for wire management. The cabinet shall be located on the teaching wall.

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GENERAL SECURITY CONSIDERATIONS

- A. Meet with SDPBC Department of School Police at first stage, site and building layout development, to discuss project specific security issues.
- B. The area for loading/unloading of students shall be designed for easy supervision with no mixture of pedestrian and vehicles.
- C. Open parking areas shall have good natural surveillance. Provide a fenced staff parking area that can be locked during the day where local conditions warrant.
- D. Site access shall consist of a primary road and secondary access in the event the primary road is blocked.
- E. School sites shall have perimeter security fencing preventing access to walkways and courtyards when facility is not occupied, but allow for public use of exterior athletic facilities. Design exterior doors to prevent unauthorized entry by minimizing key locks and hardware on doors which would not be used for the purpose of essential entry but are installed for emergency egress.
 - 1. Doors which are determined to be essential entry shall be provided with key access and include card access control and hardware as per current SDPBC policy, guidelines and the project specific plan review process.
 - 2. Entire perimeter of site shall be fenced or wall barriered and gated to a minimum height of six (6) feet. Provide the delivery/receiving/service entry gates(s) with electric latching/lock hardware and all associated hardware to allow the control of it from the card access system.
 - 3. Create an interior perimeter barrier so that all open area students and staff commons and their thoroughfares, i.e. courtyards, areas between buildings, portable classrooms, PE fields, etc. are blocked from entering except through an access controlled main public entry. Create a structurally mounted set of metal entry doors in the interior perimeter barrier to become the focal point of all public entry. These doors shall be located in the entry thoroughfare between the visitor parking area and the administration reception area. At the public entry, provide card access, video surveillance; remote intercom and electric controlled lock hardware as per current SDPBC policy, guidelines and the project specific plan review process. All other egress points through this open area interior perimeter barrier shall have the same type of structurally mounted metal entry doors. No fence gates allowed.
- F. Use maze-type of entry system to restrooms where appropriate, i.e., gymnasium. Do not use maze-type of entry for exterior locations.
- G. Bicycle parking compound shall be located in an area with good natural surveillance and have an 8' fence. Provide racks to which bicycles can be locked. Should be visible from office staff or classroom windows.
- H. When designing courtyards, consider physical division of space, i.e. benches, planters,

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to avoid congregation of large groups of students and to allow smooth flow of traffic. Position amenities to create multiple access and passageways. Planters shall not be placed in such a way as to allow its contents to block clear vision of common areas and courtyards. Limit the heights of all trees and shrubbery that are planted between the buildings and all thoroughfares, congregate areas, bike and auto parking spaces, courtyards, portables, entry/exit points throughout the interior perimeter barrier, playfields, etc. to not exceed three feet (3'), for a distance of fifty feet (50'). Consideration should be taken when locating landscaping to assure that it will not block lighting.

- I. Locate teacher planning areas throughout the campus to provide supervision for potential problem areas. Acceptable locations are at ends of buildings and center of hallways.
- J. Provide zoned lighting to allow for security during community school activities at night. Consider use of motion detector lights in isolated areas.
- K. Design roofs without obstructions that could conceal persons from view. Roof access shall be properly secured and lockable.
- L. Provide two (2) KNOX Box for emergency key access to the site and buildings(s), one for school police and one for the fire department. Coordinate with local fire department and district personnel.

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SITE DEVELOPMENT

- A. All site plans shall comply with SDPBC Technical Requirements Manual for Site Plans.
- B. Refer to the District Design Criteria (DDC).
- C. Landscaping plan shall contribute to the development of a balanced and harmonious appearance of the educational complex. Landscaping shall be based on surveys of existing plants on the site and a palette of species of plants native to the vicinity. Plantings shall be site specific with special consideration given to minimizing supplemental irrigation systems, energy efficiency and maintainability of the designed vegetation systems, from installation to maturity. Supplemental irrigation systems to be used shall provide for total coverage of landscape areas. Where practical, minimum plant sizes and maximum spacing shall be used. Landscaping shall be in compliance with State Requirements for Educational Facilities Guidelines.

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TRAFFIC CONTROL

The following traffic related activities occur on the school site:

1. Approximately, 30 school buses will enter and exit the site at the beginning and end of each school day.
2. Approximately, 270 staff will enter and exit the site daily.
3. Service and visitor vehicles will enter and exit the site daily.
4. Private vehicles of spectators attending extra curricular activities will enter and exit the site periodically.

Proper signage should be included to delineate each area. Signage and bumpers for parking spaces shall be provided by the contractor.

Specific consideration shall be given to the following:

1. Parking spaces shall be conveniently located for approximately (235) staff, (565) students, (25) visitors and (40) service personnel. Ten of these to be convenient to kitchen. Parking locations shall be located on-site and/or off-site.
2. Visitor parking shall be provided near the administrative suite and will naturally lead to the administrative suite reception entry.
3. A fenced parking area with lockable gates for bicycles shall be provided.
4. Student pedestrian traffic to play fields shall not cross any vehicular traffic area.
5. Refer to **District Design Criteria (DDC)**.

ADMINISTRATIVE/STUDENT SERVICES

I. PROGRAM PHILOSOPHY

Refer to overall.

II. PROGRAM GOALS

Refer to overall.

III. PROGRAM ACTIVITIES

A. Administration

1. Reception of public
2. Reception of students
3. Secretarial and clerical duties
4. Accounting duties
5. Filing and office storage
6. Office activities for:
 - a. Principal
 - b. Curriculum Coordinator
 - c. Assistant Principals
 - d. Community School Director/Assistant Principal
 - e. Deans
7. Data processing/computer area
8. Record keeping and storage
9. Mail distribution
10. Duplicating production
11. Textbook processing and storage
12. Conference (individual and small group)
13. Key and security control
14. Verbal communication, school wide
15. Telephone control, school wide
16. Clock and bell control
17. Curriculum development
18. Student scheduling
19. Attendance and discipline
20. Health clinic

B. Student Personnel Services

1. Reception of students
2. Reception of parents
3. Secretarial and clerical duties
4. Filing and office storage
5. Office activities for guidance counselor
6. Student record keeping and storage
7. Conferences (individual and small group)

C. Individual testing

1. Registration and orientation of new students
2. Job placement follow-up
3. Dissemination of educational, career and personal/social information
4. Liaison activities between school and community agencies

IV. ORGANIZATIONAL NOMENCLATURE

Number of Students Served Per Day Total Varies
 Number of Persons Served at one time Varies

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

Community school concept. School facilities are made available for a wide variety of activities and classes after and during regular school hours.

VI. JUSTIFICATION FOR VARIANCE FROM STATE REQUIREMENTS FOR EDUCATIONAL FACILITIES (S.R.E.F.)

N/A

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE & LAKE SHORE ANNEX - SHARED SPACES						
	<u>Administration</u>					
1	Principal			300		
1	General Reception/Secretary			250		
1	Clerk			125		
1	Data Processor			125		
1	Bookkeeper			125		
1	Records Vault			200		
1	Production/Workroom			200		
1	Textbook Storage			200		
1	Conference			300		
1	Administrative Storage			100		
1	School Store			50		
1	Clinic			725		
1	Video Surveillance			175		
	Restrooms (out of staff restroom allotment)					
	TOTAL			2,875		

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Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
LAKE SHORE ANNEX						
	<u>Administration</u>					
1	Assistant Principal			175		
1	General Reception/Secretary			200		
1	Clerk			125		
1	School Police			150		
3	Counselors		175	525		
1	ESE Office			175		
1	Records Vault			200		
1	Administrative Storage			100		
1	Conference Room			200		
	TOTAL			1,850		
WEST AREA SCHOOL OF CHOICE						
	<u>Administration</u>					
1	Assistant Principal			175		
1	General Reception/Secretary			200		
1	Clerk			125		
1	School Police			150		
2	Counselors		175	350		
1	ESE Office			175		
1	Records Vault			200		
1	Administrative Storage			100		
1	Conference Room			200		
	TOTAL			1,675		

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Principal

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Desk/workstation with chair
4		X	Side arm chair
1		X	File Cabinet, four drawer, legal, lateral & lockable
1		X	Computer & Printer
1		X	Bookcase
1		X	Table, round, 42"-48"
1	X		Tack board, 3' x 4'
1	X		Clock

B. Administrative Offices & School Police

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Desk/workstation with chair
2		X	Side arm chair
1		X	File Cabinet, four drawer, legal, lateral & lockable
1		X	Computer & Printer
1		X	Bookcase
1	X		Tack board, 3' x 4'
1	X		Clock

C. Counselor, ESE Office; Itinerant; Bookkeeper; Attendance Clerk & Data Processor

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Desk/workstation with chair
2		X	Side arm chair
1		X	File Cabinet, four drawer, legal, lateral & lockable
1		X	Computer & Printer
1		X	Bookcase
1		X	Small table for group activities
1	X		Tack board, 3' x 4'
1	X		Clock
	X		Built-ins (refer to special considerations)

D. Reception/Secretary Area (per)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
5		X	Chairs for visitors
1		X	End table
1		X	Computer & Printer
1		X	Bookcase
1	X		Tack Board, 3' x 4'
1	X		Recessed glass enclosed trophy case, approximately, 4' x 8', shatterproof glass (administrative only)
1	X		Recessed Display Case, 6'w x 4'h (located in main and student service reception area)
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

E. Production Workroom

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Collator
2		X	Copier
1		X	Paper cutter

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No. of Items	Contractor Provided	District Provided (FF&E)	Description
4		X	Work table
6		X	Chairs
1	X		Double sink with goose neck faucet (HW/CW)
2		X	Vending machines
1	X		Refrigerator, residential, 22 cubic ft
1		X	Microwave
1		X	Computer
1		X	Printer
1	X		Tack board, 6' x 4' (located near staff mailboxes)
1	X		Staff mailboxes (250 minimum) set on a 30"H x 24"D counter with larger cubby/mailboxes underneath to receive large packages. Mailboxes shall be 4'h x 14" d x 12" w clear inside
1	X		Drop Safe (refer to built-in for details)
1	X		Clock
	X		Built-ins (refer to special considerations)

F. Conference Room

No. of Items	Contractor Provided	District Provided (FF&E)	Description
2		X	Conference table
14-16		X	Conference chairs
1	X		Under counter refrigerator
1	X		Marker Board, 4' x 8' with tack strip
1	X		6' x 8' video format screen with black masking borders
1	X		Clock
	X		Built-ins (refer to special considerations)

G. Clinic

No. of Items	Contractor Provided	District Provided (FF&E)	Description
6		X	Cots
5	X		Cubicle curtains on track for cots
5-7		X	Straight chairs
1		X	Desk/workstation
3		X	Desk chairs
1		X	Medical Scale
2		X	File cabinet, four-drawer, legal, lateral, lockable
1		X	Rolling supply cart/ Table Cart
1	X		Refrigerator with icemaker, residential, lockable, 21 cu. ft.
1		X	Hazardous Waste Disposal & Trash Receptacles
1		X	Sharp's container
1		X	Utility Table
1	X		Double Lockable Metal Narcotics cabinet
1	X		Supervision Mirror
1	X		Sink with eye wash at nurse station (HW/CW)
2	X		F.A.C.B.C. Shower with no curb and with fold down

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No. of Items	Contractor Provided	District Provided (FF&E)	Description
			seat in shower
2		X	Computer
2		X	Printer
1	X		Clock
1	X		Tack Board, 2'x4'
	X		Built-ins (refer to special considerations)

H. Administrative Storage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
4		X	File cabinet, four-drawer, legal, lateral, lockable
1		X	Stamp machine
		X	Two-way radios
1		X	Radio charger
2	X		Storage cabinet with shelves
	X		Built-ins (refer to special considerations)

I. Vault/Student Records

No. of Items	Contractor Provided	District Provided (FF&E)	Description
12		X	File cabinet, four-drawer, legal, lateral, lockable or moveable records filing system or high density filing system
1		X	Metal storage cabinets, with adjustable shelving
1	X		Key cabinet, lockable, mounted
1		X	Workstation with chair
1		X	Computer
1		X	Printer
1		X	Work table
1		X	Fax machine
1		X	Copier
1		X	Clock
	X		Built-ins (refer to special considerations)

J. Textbook Storage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Barcode reader and scanner for textbooks
1	X		Built-ins (refer to special consideration)

K. School Store

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Cash register
2		X	Stool, high backed
1	X		Ice machine, small
1	X		Refrigerator
1	X		Sink, double stainless steel (CW/HW)
	X		Built-ins (refer to special considerations)

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL.**

- A. **Heating/Cooling/Ventilation** - As required to meet District Standards.
- B. **Acoustical** – As required to meet District Standards.
- C. **Floor** - As required to meet District Standards. Carpeting is limited to principal's office. Provide continuous sheet vinyl for the floor and baseboard in the clinic.
- D. **Walls** - As required to meet District Standards.
- E. **Ceiling** - As required to meet District Standards.
- F. **Lighting** - As required to meet District Standards.
- G. **Windows** - As required to meet District Standards. No windows in the video surveillance room. Provide roll-up window to the outside for itinerant/attendance clerk office. Provide observation windows between the nurse's station and cot area and between the counsel room and cot area in the clinic.
- H. **Doors** - As required to meet District Standards. School Police's office shall be keyed separately. Provide larger door in administrative storage and entrance to administration building. Provide second exit from principal's office. Records room shall be fireproof.
- I. **Water/Plumbing Fixtures** - As required to meet District Standards.
- J. **Communications** - As required to meet District Standards.
- K. **Electrical** - As required to meet District Standards.
- L. **Instructional Technology** – As required to meet District Standards.
- M. **Gas and Air** - N/A

- N. **Safety** - As required to meet District Standards.
- O. **Fencing** - As required to meet District Standards.
- P. **Service Drives** - As required to meet District Standards.
- Q. **Parking** - As required to meet District Standards. Parking for administrators, secretarial staff, and visitors near administrative offices with easy access at all times.

R. **Built-ins**

1. **Administrative Reception/Secretary** - Provide reception counter for a minimum of two people with transaction top and a section to comply with F.A.C.B.C. standards. Provide working counter, 29"-30" h, along reception counter with a minimum of two lockable pedestals and center drawer. The space between working counter and transaction counter shall be 12" clear height to hold notebooks
2. **Production/Workroom** - Provide counter space, with cabinets with doors, adjustable shelving and lockable above and below counter. Counter, 34"H base cabinet, 24"D; upper cabinet, 18"D, located on longest wall in workroom, F.A.C.B.C. compliant.

Provide Drop Safe - for the safety of bookkeepers and money handlers, drop safe shall be installed in non-conspicuous location (production/workroom), non-visible to the general public and students but easy access to principal and bookkeeper. Model shall be approximately 27-5/16"H x 24-7/16"W x 25-1/2"D. Safe shall be provided with a hopper to drop money pouches. Hopper shall be approximately 6-1/4"H x 7-3/4"W x 13-1/2"D. The safe shall be bolted to the floor.

3. **Clinic** – Refer to Board Approved Prototype clinic for built-ins.
4. **Data Processor/Computer Area** – Provide counter workspace with cabinets, lockable doors, 30"H x 28"D, on one wall with desk in corner. Open shelving with fixed ends above counter and on opposite wall.
5. **Textbook Storage** – Provide maximum metal shelving on all walls. Provide free-standing shelving for center area allowing for adequate passageway.
6. **Administrative Storage** – Provide adjustable shelving, continuous, 18"D on all walls, full height.
7. **Conference Room** - Provide 8' of base cabinet with lockable doors and adjustable shelving, 34"H, along short wall of room, with upper cabinets with lockable doors and adjustable shelving, 12" clear inside depth.
8. **School Store** - Provide service counter for inventory storage. Unit shall be 30'W, or distance from wall to wall, x 30"D x 48"H, with hinged section for entrance,

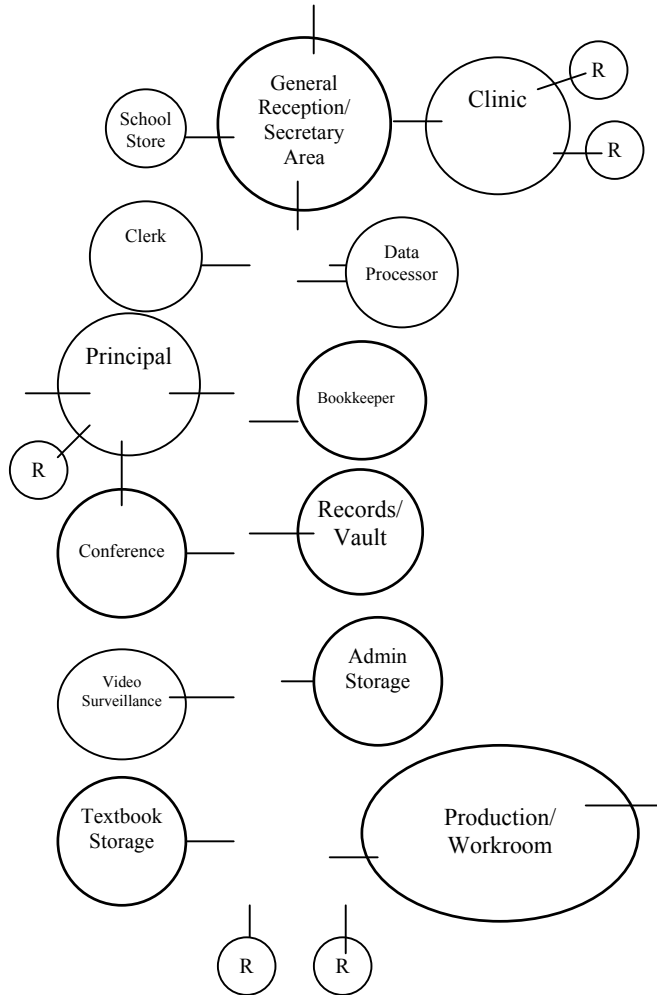
recessed shelf for cash register. Counter shall contain three drawers, open adjustable shelves, lockable. Provide preparation counter on remaining wall.

S. Other Consideration

1. School Police Officer shall be located so that radio communications do not interfere with computer/data processing.
2. Vault/record room shall be a one-hour rated enclosure.

SPATIAL RELATIONSHIPS

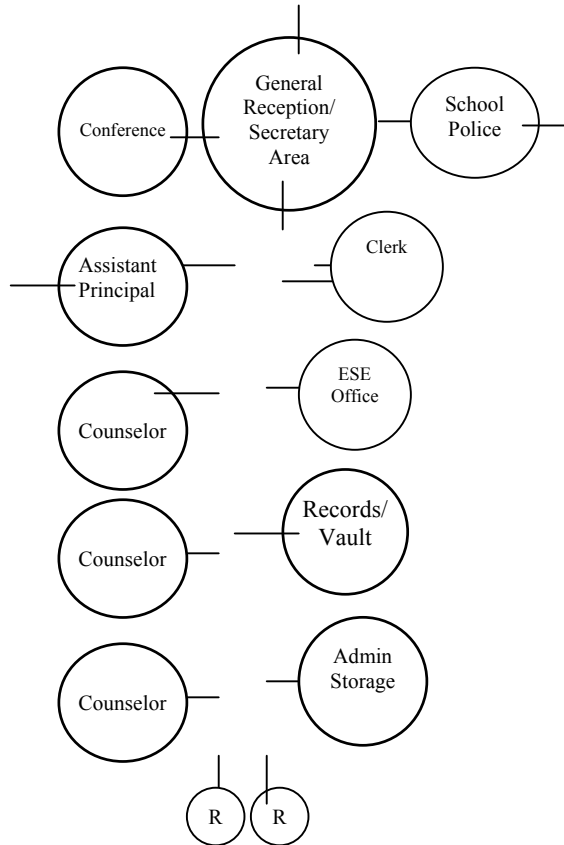
**West Area School of Choice & Lake Shore Annex – Shared Spaces
Administrative**



R = Restroom

SPATIAL RELATIONSHIPS

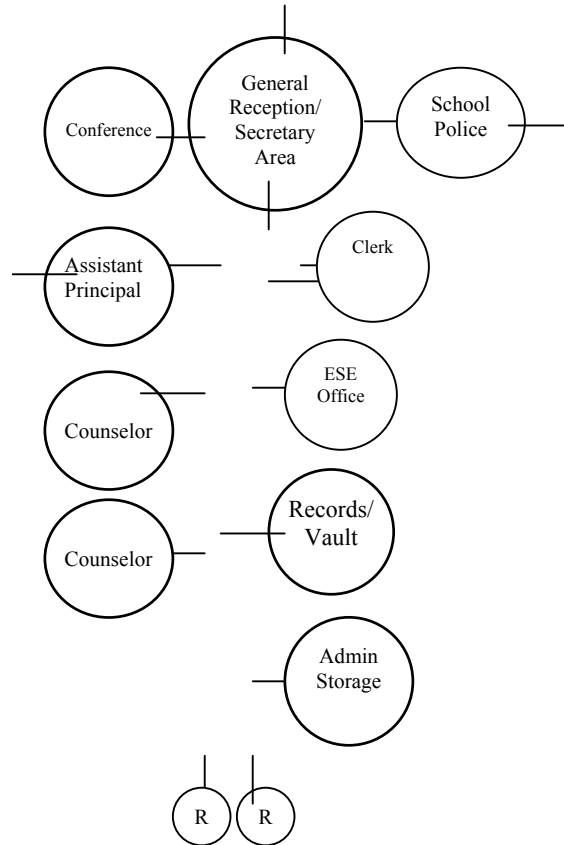
**Lake Shore Annex
Administrative**



R = Restroom

SPATIAL RELATIONSHIPS

**West Area School of Choice
Administrative**



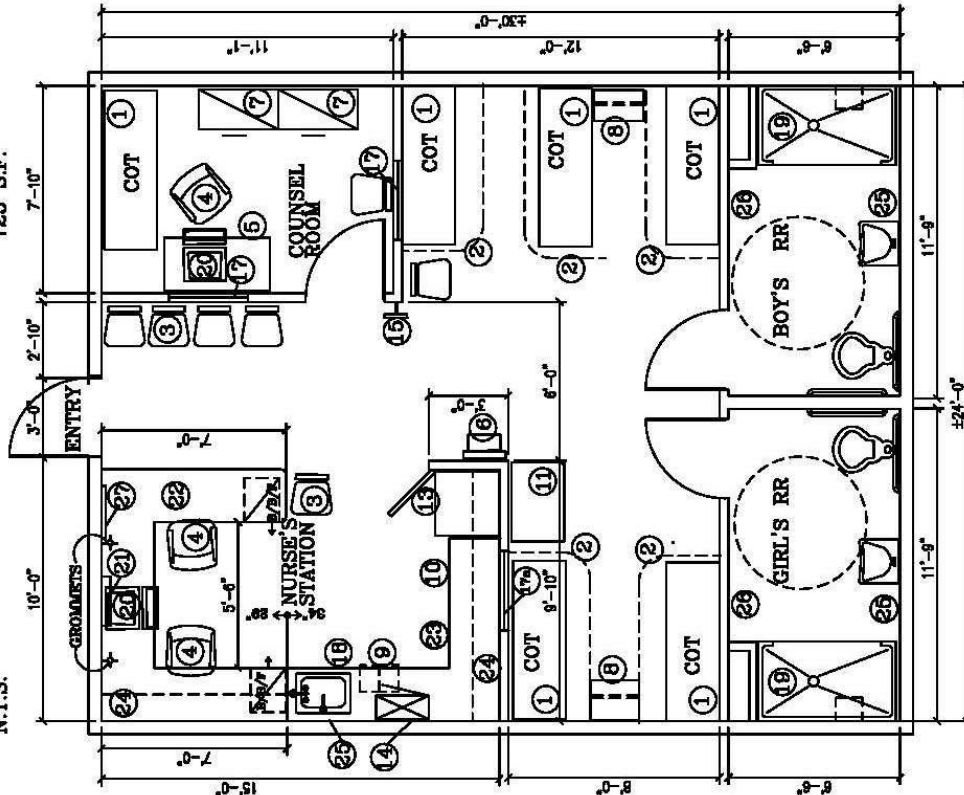
R = Restroom

LAST REVISED - 4/23/04

HIGH SCHOOL CLINIC
N.T.S.

EQUIPMENT LEGEND

- 1 6 COTS (ONE INSIDE COUNSEL AREA)
- 2 CURTAIN CURTAIN ON TRACK FOR CURTS @ 12" A.F.F. (INCLUDES COUNSEL AREA) CURTAIN TO START
- 3 STUDENT CHAIRS
- 4 NURSE'S TASK CHAIR
- 5 30"X60" DESK (IN COUNSEL AREA)
- 6 BALANCE BEAM MEDICAL SCALE
- 7 8-HIGH LATERAL FILE / LOCKABLE
- 8 ROLLING SUPPLY / TABLE CART (W/OUTLETS DIRECTLY BEHIND ON BACK WALL - MOUNTED @ 36" A.F.F.)
- 9 HAZARDOUS WASTE DISPOSAL & TRASH RECEPTACLES (UNDER COUNTER)
- 10 SHARP'S CONTAINER (NEEDLE INTERIOR DOOR OF CAB)
- 11 24"X 36" UTILITY TABLE (W/OUTLETS DIRECTLY BEHIND ON BACK WALL - MOUNTED @ 36" A.F.F.)
- 12 NOT USED
- 13 FULL HT. LOCKABLE REFRIG. & LOCKABLE FREEZER W/ICEMAKER 31 CU. FT. (VERIFY DIM. OF EQUIP. W/MILLWORK CONT.)
- 14 DEL. LOCKABLE METAL NARCOTICS CABINET DIM'S OF 84"W. X 10"D. X 30"H.
- 15 SUPERVISION MIRROR, MOUNTED @ 7' A.F.F.
- 16 NOT USED
- 17 FIXED OBSERVATION WINDOW ± 88"W. X 48"H. CENTERED ON WALL - W/VERT. BLINDS
- 17a FIXED OBSERVATION WINDOW - BETWEEN UPPER & LOWER CABINETS/RECEPTACLES ±20"HL ±25-30" IN LENGTH CENTERED ON WALL
- 18 COUNTERTOP @ 84" A.F.F. W/28"X 88" SINK (HC/RW) GOOSENECK FAUCET W/ATTACHED SIDE SWING SINKWASH SLANT PANEL BELOW COUNTER TO CONCEAL PLUMBING
- 19 ADA PRE-FAB SHOWER W/NO CURB - FOLD DOWN SEAT IN SHOWER
- 20 COMPUTERS & PHONES (OUTLETS @ 18" A.F.F.)
- 21 CLOCK & P.A. SYSTEM - ABOVE COMPUTER @ NURSE'S STATION
- 22 COUNTERTOP @ 28" A.F.F. TO INCLUDE GROMMETS, (8) BOX/SINK/FILE PENSTALS
- 23 BASE CABINET STORAGE W/DOORS - 84" A.F.F. W/ALL. SHELVES -
- 24 UPPER CABINETS W/DOORS & ADJ. SHELVES
- 25 LOCATION OF SOAP /PAPER TOWEL DISPENSER ADJACENT TO SINK
- 26 LOCATION FOR WHEELCHAIR STORAGE
- 27 3'X 4' TACKBOARD @ NURSE'S STATION



GENERAL NOTES

- ALL CABINETS TO BE LOCKABLE
- HOMOGENOUS SHEET VINYL FLOORING IN CLINIC/COUNSEL RM.
- CERAMIC TILE FLOORING IN RESTROOMS
- FLOOR TO CEILING WALL TILE IN RESTROOM
- ALL RESTROOM FIXTURES & EQUIPMENT TO MEET A.D.A. REQUIREMENTS PER FL. BLDG. CODE 2001
- PLEASE SEE FF&E MATRIX FOR CONTRACTOR PROVIDED ITEMS

CUSTODIAL

I. PROGRAM PHILOSOPHY

Staff and students can expect a clean healthful environment in which to teach and learn. A properly organized and trained custodial staff has the ability to ensure the sanitation and regular cleaning of any facility, if their cleaning program is supported through the cooperation of the entire staff and student body. Custodians are allocated based on the size of the school (square feet) in sufficient numbers to maintain the cleanliness of the facility and care must be exercised that cleaning is their primary function. Redirection of the custodial staff to non-cleaning functions can severely impact the cleanliness of the facility. Staff and students help ensure the success of a custodial program through avoiding abuse of the facility. Our investment in school facilities is protected by initial provision and utilization of sufficient, effective equipment and personnel.

II. PROGRAM GOALS

To provide a safe, sanitary and aesthetically acceptable learning and work environment through proper utilization of human resources, material, equipment and methods.

III. PROGRAM ACTIVITIES

- A. Prepare and maintain adherence to work schedules to ensure regular, daily cleaning of the entire facility in accordance with "Instructional Handbook for Custodians."
- B. Maintain personal use facilities (restrooms, water fountains, shower rooms, sinks) in clean and sanitary condition to minimum standards of State Requirements for Educational Facilities (S.R.E.F.) regulations and in accordance with the "Instructional Handbook for Custodians."
- C. Assure that school grounds are kept free of litter and safety hazards.
- D. Report all hazardous conditions immediately.
- E. Observe and adhere to all safety and fire regulations regarding storage of material and maintenance and use of equipment.
- F. Maintain security of buildings during non-school hours.
- G. Report any items in facility in need of repair.
- H. Maintain custodial equipment so that it is clean and usable at all times.
- I. Use only authorized materials, methods and equipment to accomplish program goals.
- J. Maintain orderly storage and running inventory of custodial supplies and reorder as necessary for timely replacement.
- K. Attend training classes as provided.

IV. ORGANIZATIONAL NOMENCLATURE

Number of custodial staff determined as a function of Budget Department.

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

Personnel - Desired trend is to employ more competent custodians with better organized work schedules, in-service training and supervision. Total staff shall be able to read and write and must be able to communicate in English. Custodial foreperson must have demonstrated ability to perform in accordance with all requirements of the position.

VI. JUSTIFICATION FOR VARIANCE FROM STATE REQUIREMENTS FOR EDUCATIONAL FACILITIES (S.R.E.F.)

A. 150 NSF from dining for Golf Cart Storage Area to accommodate 5-6 electrical carts.

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE & LAKE SHORE ANNEX - SHARED SPACES						
	Custodial					
	Central Receiving, Toilets, Showers, Custodial Closets			1,060		
1	Flammable Storage			155		
1	Equipment Storage			500		
1	Golf Cart Storage (from dining)			150		
	TOTAL			1,865		0

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Custodial Foreperson Office

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Metal desk/workstation with chair
1		X	File cabinet, four-drawer, legal, lateral, lockable
2		X	Side arm chair,
1		X	Computer
1		X	Printer
1	X		Clock

B. Main Custodial Room/Central Receiving /Workroom/Equipment Storage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
4		X	Table with chair
1		X	Workbench
1		X	Time clock, automatic
1		X	Time card rack
1	X		Tack board, 4' x 4'
1		X	File cabinet, four-drawer, legal, lateral, lockable
6		X	Stepadders: two 10', two 6', two 3'H
8		X	Custodial cart
1		X	Flat cart, four-wheel, for material handling
3		X	Vacuum cleaner, heavy-duty, wet/dry, with accessories
3		X	Vacuum cleaner, upright, high productivity, with beater bar
6		X	Vacuum cleaner, backpack, with accessories
1		X	Desk mover
1		X	Floor machine, 18" - 21", high speed, 275 - 300 rpm, for spray buff for resilient floor areas
1		X	Floor machine, 20", burnishing, 1500 - 2000 rpm
4		X	Floor machine, 18"W, standard
4		X	Hand truck
1		X	Telescoping ladder
2		X	Stripping brush, 18"W, Flo-Pac
1		X	Sweeper, battery-powered, interchangeable brush for inside/outside or push-type sweepers, with side broom
4		X	Floor Fan
1		X	Vise
3		X	Tank sprayer, plastic
1	X		First Aid kit, wall-mounted
12		X	Safety goggle
1		X	Screwdriver, set
1		X	Wrench, open-end set
1		X	Wrench, adjustable set (6", 8", 10")
1		X	Hammer
1		X	Electric drill, 3"
1		X	Drill set
1		X	Socket set (40 - piece)
1		X	Offset pliers
1		X	Regular pliers
1		X	Personnel lift for use in gymnasium
1	X		Service sink (HW/CW)
1	X		Safety shower with no curb
1	X		Washer, commercial
1	X		Dryer, commercial
1	X		Eye wash station.
1	X		Refrigerator, residential, 22 cu.ft.
		X	Vending machine(s)
1	X		Fire blanket
	X		Fire extinguishers conforming to the State Requirements for Educational Facilities (S.R.E.F.)
1	X		Key box
10	X		Lockers

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No. of Items	Contractor Provided	District Provided (FF&E)	Description
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

C. Flammable Storage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
2		X	Blower, gasoline-powered, hand-held or backpack
1		X	Pressure sprayer, gasoline-powered
1		X	Pressure cleaner
	X		Fire extinguishers, per code
1	X		Fire blanket
	X		Built-ins (refer to special considerations)

D. Service Closet (per closet)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1	X		Service sink, floor mounted (HW/CW).
1		X	Service Cart
	X		Built-ins (refer to special considerations)

E. Golf Cart Storage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
5-6		X	Golf Carts, electrical
	X		Built-ins (refer to special considerations)

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

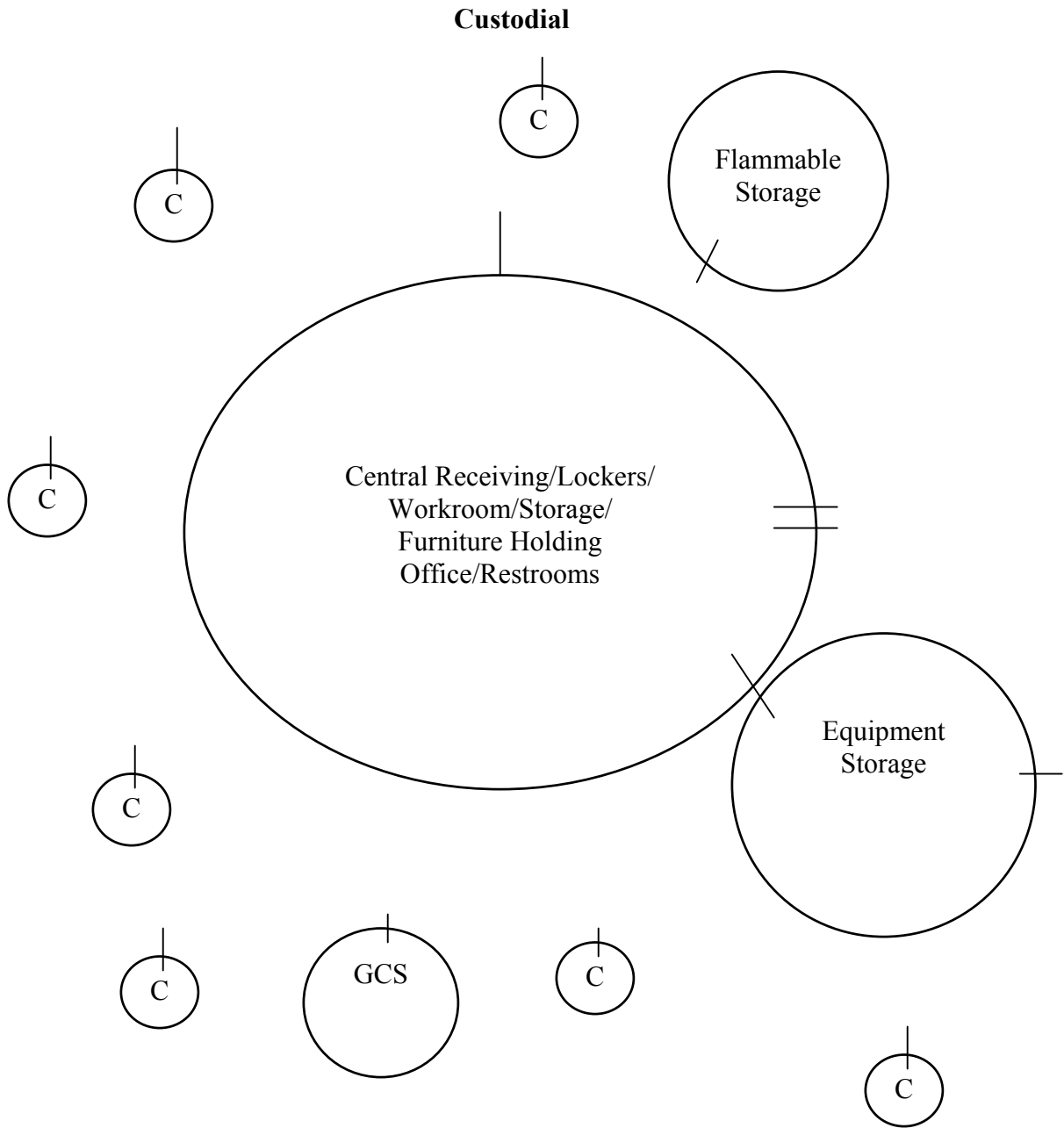
Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL.**

- A. **Heating/Cooling/Ventilation** - As required to meet District Standards.
- B. **Acoustical** - As required to meet District Standards.
- C. **Floor** - As required to meet District Standards.
- D. **Walls** - As required to meet District Standards. One third of central receiving shall be partitioned with wire mesh for security storage.
- E. **Ceiling** - As required to meet District Standards.
- F. **Lighting** - As required to meet District Standards. Provide explosion proof in

flammable storage.

- G. **Windows** - Provide vision window from custodian's office to custodial workroom and central receiving. None, for security reasons.
- H. **Doors** - As required to meet District Standards. Provide metal, lockable, extra wide or overhead for receiving. Provide metal for flammable storage area, with at least 6'W opening. Provide metal door with at least 6' W opening for golf cart storage.
- I. **Water/Plumbing Fixtures** - As required to meet District Standards.
- J. **Communications** - As required to meet District Standards.
- K. **Electrical** - As required to meet District Standards
- L. **Instructional Technology** - As required to meet District Standards.
- M. **Gas and Air** - As required to meet District Standards.
- N. **Safety** – As required to meet District Standards.
- O. **Fencing** - As required to meet District.
- P. **Service Drives** - Service drive to central receiving storage area with loading dock. As required to meet District Standards.
- Q. **Parking** - Storage and charging area for battery-powered carts. As required to meet District Standards.
- R. **Built-ins** -
 - 1. **Central Receiving** – Provide adjustable, 18"D, steel shelving, floor-to-ceiling on all walls, plus sufficient, free-standing shelving to provide necessary storage. Provide wire mesh and adjustable, 18"D, steel shelving, floor-to-ceiling for storage area in central receiving.
 - 2. **Service Closets** – Provide adjustable, 12"D, steel shelving, on one wall, mid-wall to ceiling.
 - 3. **Golf Cart Storage** – Provide adjustable, 12"D, steel shelving, on one wall, mid-wall to ceiling.
- S. **Other Considerations**
 - 1. Trash compactor, located in depressed area, to accept and compact all trash and garbage for pick-up by local trash contractor.

SPATIAL RELATIONSHIPS



C = Closets, per SREF
GCS = Golf Cart Storage

FOOD SERVICE

I. PROGRAM PHILOSOPHY

Refer to overall. (Page 1)

II. PROGRAM GOALS

- A. School Food Service intends to offer nutritious foods necessary to maintain good health and welfare for all students.
- B. School Food Service shall provide gainful educational experiences relating to nutrition for students.
- C. The School Food Service facilities shall also serve school and community functions.

III. PROGRAM ACTIVITIES

A. Dining

- 1. Student dining
- 2. Faculty dining

B. Kitchen

- 1. Preparation of food
 - a. Baking
 - b. General preparation
 - c. Production

C. Servery

- 1. Student serving lines
- 2. Serving line support equipment

D. Storage and Maintenance

- 1. Receiving
- 2. Food storage
- 3. Non-Food storage
- 4. Can wash
- 5. Laundry
- 6. Food Service Mop Room

E. Warewashing and Refuse Removal

1. Dishwasher
2. Pulping system
3. Pot Washing

F. Staff Areas

- a. Employee restrooms
- b. Office

IV. ORGANIZATIONAL NOMENCLATURE

Student capacity per feeding period: 323
Grade levels for which program is intended: 6 -12

V. INNOVATIONS, EXPERIMENTAL IDEAS, AND OTHER PLANNED USES

- A. Teacher dining/lounge shall be accessible from outside main dining room and convenient to serving area. Shall also be accessible from the kitchen.
- B. Servery shall be food court style with speed line points of sale and conventional serving line.
- C. Outside walk-up windows shall accommodate dining and accessible from the kitchen. The windows shall accommodate the students via the courtyard and/or the dining room.
- D. Dining area shall be accessible from parking area to facilitate community use.
- E. Consideration shall be given to students entering and exiting the cafeteria to avoid congestion.
- F. Consideration shall be given for large group meetings such as community activities, school activities, and school dances.
- G. Utilities shall be installed for additional POS lines in strategic areas to include: student parking area, student bus loop, and the school courtyards.
- H. An outdoor covered dining area appears on the high school facility list and may be provided as the architectural design allows.

VI. JUSTIFICATION FOR VARIANCE FROM SREF REQUIREMENTS

- A. 150 NSF from Dining for Custodial Golf Cart Storage.
- B. The kitchen area shall be 3,600 NSF based upon the prototype kitchen designed by
Food Services

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SDPBC School Food Service.

- C. Dining and Multipurpose shall be combined into one space.
- D. Staff dining/lounge shall be 700 NSF making the dining areas more adequately sized for staff use.

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE & LAKE SHORE ANNEX - SHARED SPACES						
	Food Service					
1	Dining (150 NSF to Custodial Golf Cart Storage) (combine with Multipurpose)	3,856		3,706		
1	Kitchen (including office and restroom - prototype)			3,600		
1	Chair Storage			193		
1	Staff Dining/Lounge			700		
	Staff Restrooms (out of allotment)					
	Student Restrooms (out of allotment)					
	TOTAL			8,199		0

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Student Dining Area

No. of Items	Contractor Provided	District Provided (FF&E)	Description
65		X	Cafeteria table, folding, 29" maximum height
323		X	Cafeteria chair, one per student for largest service period; 18" is suggested as a suitable seat height for all age groups
		X	Vending machine(s)

B. Facility Dining Area

No. of Items	Contractor Provided	District Provided (FF&E)	Description
10		X	Table, round, folding
55		X	Chair, stackable
		X	Vending machine(s)
	X		(10) linear feet of base and wall cabinets, to include (1) sink and (1) adjacent bank of (3) graduated drawers. The counter top is to be 36" above the finished floor.
1	X		18 cubic foot refrigerator
1	X		Microwave

Food Services

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No. of Items	Contractor Provided	District Provided (FF&E)	Description
	X		Provide serving equipment consisting of the following components: 4-well hot food unit with sneeze guard; 60" refrigerated cold pan with over shelf and sneeze guard; (2) 36" open top utility counters for desert display.

C. Employee Restroom/Locker Area

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1	X		Full-length mirror.
15	X		Individual coat sized lockers with locks.
1	X		First aide cabinet

D. Office

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Desk & Chair
1		X	Filing Cabinet
1		X	Computer
1		X	Printer
1		X	Fax Machine
	X		(6) linear feet of counter top with base cabinets and wall cabinets. Wall cabinets to be 14" deep and located over countertop.

Refer to SDPBC School Food Service Department's Generic Educational Specification for layouts and equipment.

IX. SPECIAL CONSIDERATIONS – CONTRACTOR PROVIDED

Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL.**

- A. Heating/Cooling/Ventilation** – As required to meet District Standards.
- B. Acoustical** – As required to meet District Standards.
- C. Floor** – As required to meet District Standards.
- D. Walls** — As required to meet District Standards.
- E. Ceiling** – As required to meet District Standards.
- F. Lighting** – As required to meet District Standards.

- G. **Windows** – As required to meet District Standards.
- H. **Doors** – As required to meet District Standards. Locks shall be keyed separately from master system in order that only the School Food Service Manager and one designated person from administration have access. Equip heavy duty metal, receiving doors with delivery buzzer on exterior. Provide exterior entrance door with a peephole or security window for identifying person before opening door. Exterior doors shall be equipped with automatic fly fans. Doors to kitchen and storage shall be wide for delivery of supplies and movement of equipment. (Minimum of 48” wide)
- I. **Water** – As required to meet District Standards.
- J. **Communication** – As required to meet District Standards. Intercom with volume control in office, kitchen and dining areas. Separate telephone line in office. Television outlets in the dining area for closed circuit or educational TV. Provide microphone outlets: (6) in cafetorium, (4) on stage. Provide a bell location 7’ above the finished floor in kitchen area, with conduit from the nearest telephone terminal cabinet. TV origination outlet on non-service wall.
- K. **Electrical** – As required to meet District Standards. Lighting control circuit panel for food service areas and power circuit for kitchen shall be easily accessible to kitchen and not in the storeroom. Provide spare circuits for future needs. Switches shall be in reach of employees at each workstation. Keep storerooms free of electrical distribution panels, electrical switchgear, transformers, un-insulated pipes, water heaters, and refrigeration condensing units or other heat-producing device. Provide conduit with a pull string from each POS station to the SDPBC Food Service Manager’s office. Include an above ceiling junction box in the dining room, tying back to the last cash register data outlet. (Contact SFS Dept. for details)
- L. **Instructional Technology** – As required to meet District Standards.
- M. **Gas and Air** - - As required to meet District Standards.
- N. **Safety** – Total facility shall meet all local and state safety and sanitation codes. As required to meet District Standards.
- O. **Fencing** – As required to meet District Standards.
- P. **Service Drives** – Easy access to entrance for delivery of food and supplies. As required to meet District Standards.
- Q. **Parking** - Space for (12) food service employee’s, satellite vans, and delivery vehicles. As required to meet District Standards.
- R. **Built-Ins** – Tack board, 8’ X 4’ in dining area, 4’ X4’ in kitchen preparation area, 4’ X 4” in employee locker area. Locate in dining room a 6’x 8’, minimum, video format screen with black masking borders and electronically operated.

S. Other Considerations

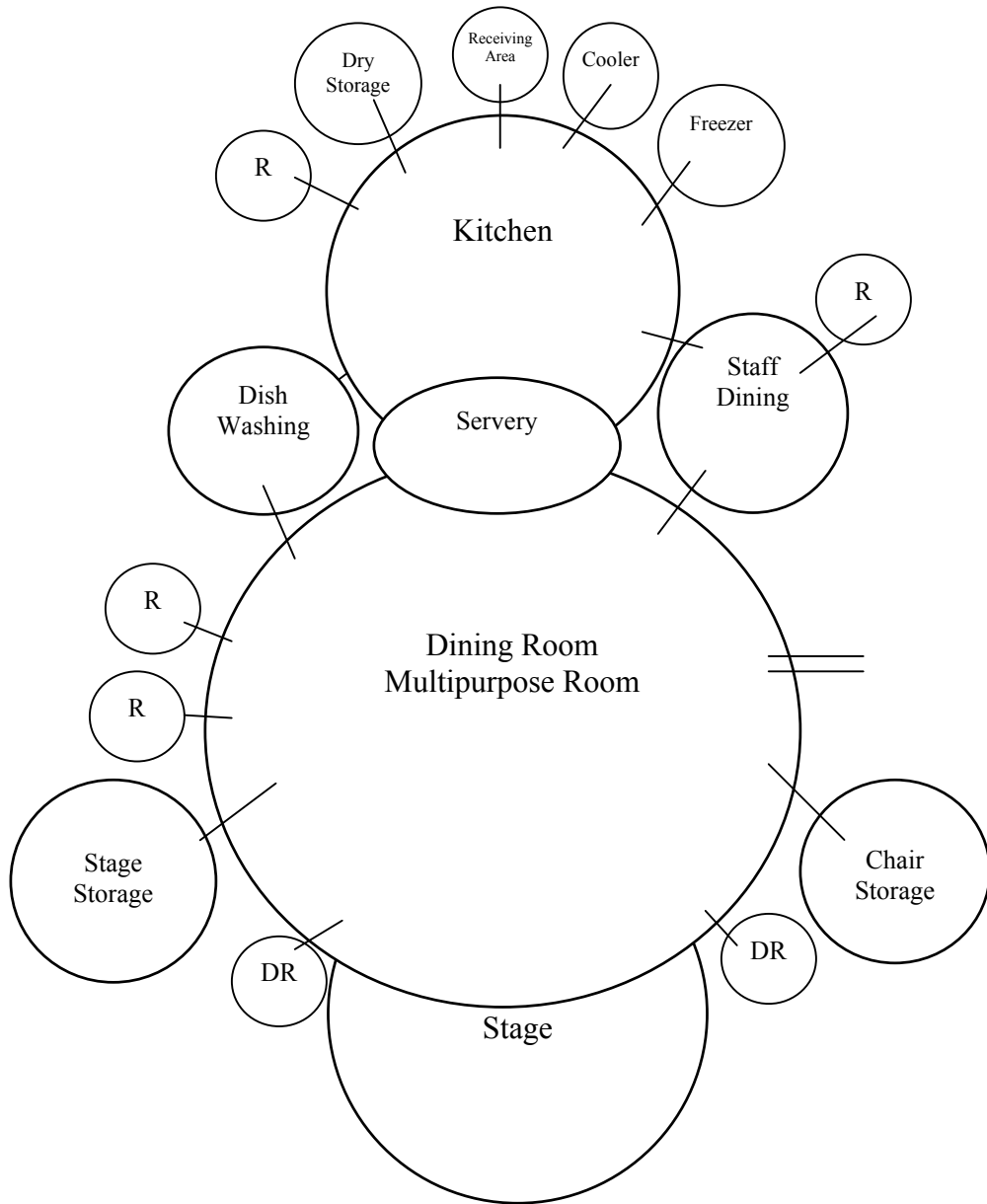
1. Equipment shall comply with standards identified with seals of approval from the following agencies:
 - a. American Gas Association (AGA) for gas equipment.
 - b. American Society for Mechanical Engineers (ASME) for steam equipment.
 - c. National Sanitation Foundation (NSF)
 - d. Underwriters Laboratory (UL) for electrical equipment.
2. Before an architect prepares specifications, consult with SDPBC School Food Service authorities to include only those brands listed on the Pre-Approved Manufacturers List. Equipment shall have basic manual temperature and time controls.
3. Equipment shall be of good quality, approved brands, 14-gauge stainless steel (as specified). Sinks and worktable counter tops are to be 14-gauge, type 304 stainless steel, integrally welded with #4 finish. Table legs to be stainless steel with stainless steel adjustable bullet feet. Table under shelf to be 18-gauge type 304 stainless steel.
4. Equipment shall be designed for use with standard sized accessories. Example: 12" x 24" steam pans, 18" x 26" bun pans.
5. The architect shall utilize a professional member of the Foodservice Consultants Society International (FCSI) and recommendations of the Design Criteria – Food Service Facilities published by the SDPBC.
6. Office area shall be separate of any storeroom.
7. Kitchen
 - a. Receiving Area – shall be in close proximity and easily accessible to storage areas.
 - b. Baking Department – shall be near general preparation areas.
 - c. General Preparation Area – shall be easily accessible to all other areas.
 - d. Serving Areas – shall be close to preparation area with preparation area not visible to students.
 - e. Dishwashing And Refuse Removal Area – shall be centrally located so that it can be easily accessible from all parts of the dining area.
 - f. Can Wash Area – shall be located outside the kitchen area, weather protected, walls and floor to have impervious finish and drained to

Food Services

sanitary system.

- g. Laundry Area – shall be a separate and securable area adjacent to the kitchen.
 - h. Employees' Toilet And Lockers – shall be adjacent to the preparation area.
 - i. Manager's Office – shall be located to enable the manager to view the major areas of activity in the kitchen, such as receiving, storage, and preparation.
 - j. An independent, low power, sound system shall be provided for the dining room area. The amplifier shall be in a locked closet or built-in cabinet.
8. Those high schools designed by the Emergency Operation Center as Hurricane Shelters shall use the teacher dining as an office with the necessary power, equipment, etc. provided.

SPATIAL RELATIONSHIPS
Food Services, Multipurpose Room & Stage



R = Restroom
DR = Dressing Room/Office

LIBRARY MEDIA CENTER

I. PROGRAM PHILOSOPHY

Refer to overall. (Page 1)

II. PROGRAM GOALS

The Library Media Center is an extension of the classroom, and as such, provides services which achieve the following goals:

- A. Access – Ensures and facilitates easy, open access to organized educational media for students, teachers, parents and other in the learning community.
- B. Collection Development - Locate, acquire and disseminate learning materials that are cooperatively selected by the learning community.
- C. Collaboration – Collaborate with members of the learning community for effective utilization of educational media to meet the curriculum standards.
- D. Instruction – Instruction individuals and groups in the life long reading, information literacy and technical skills identified for 21st Century learners.

III. PROGRAM ACTIVITIES

The school library media center serves students, teachers, parents on the staff, administrators, and people in the local community. The center's space serves as a meeting place for students, staff, and community groups, requiring flexible access for activities during the school day, before or after school hours, and during the evening hours.

- A. Activities for Students
 - 1. Receiving instruction in large, class-size, small groups or individual with the capacity to accommodate simultaneous small and large group activities.
 - 2. Using the instructional television equipment, projection equipment or computer technology.
 - 3. Displaying creative promotional & literacy activities on bulletin boards, dry eraser boards and in lockable showcases.
 - 4. Participating and interacting in lectures, projected presentations, demonstrations, and other instructional activities.
 - 5. Preparing and presenting multimedia presentations with projection and sound capability.
 - 6. Browsing and leisure reading of books, periodicals, newspapers, computer

Library Media Center

programs and the Internet.

7. Engaging in inquiry with reference resources: books, CD-ROM and the Internet.
8. Engaging in individual study for career information, community resources, , and self-improvement.
9. Accessing information for individual reports, multimedia projects, letters, and other documents related to educational purposes.
10. Searching, identifying and requesting information or resources from other libraries or information locations through inter-library loan.

B. Activities for School Faculty, Staff and Parents

All eleven capabilities listed above for students are also applicable for faculty and school staff. Other staff activities are:

1. Previewing and selecting materials for classroom use.
2. Preparing instructional materials.
3. Meeting with library media specialist and staff or other colleagues for collaboration on lesson plans, curriculum development and resource acquisition.
4. Utilizing the library media center's resources and other external resources via ITV, The Education Network (TEN), inter-library loan or the Internet for curriculum development.
5. Engaging in distance learning.
6. Using multimedia tools and projection units.
7. Viewing current resources and data for parents.

C. Activities for Library Media Center Specialist and Library Media Staff

1. Providing Technical Services: selection, acquisition, receiving orders and donations, cataloging and database maintenance, processing, binding, inventorying and other functions required to organize and maintain the collection of a library media center.
2. Functioning as school leader(s) for technology development by providing new resources and technologies in the library media center and by providing technical expertise as a member of school improvement and technology committees.
3. Providing instruction for students and faculty in inquiry methods, library research, information literacy and presentation of the results.

Library Media Center

4. Assisting students, faculty and staff in selecting and effectively using instructional media in all formats.
5. Planning with teachers, administrators and paraprofessionals for curriculum development and use of instructional media for various school disciplines.
6. Maintaining accurate financial records and budgeting effective use of resources and time.
7. Supervising media staff, student aides and volunteers.
8. Coordinating media center functions with school administrators, faculty, community leaders, students and school staff, including custodial and secretarial personnel.
9. Booktalks and promotional activities.

IV. ORGANIZATIONAL NOMENCLATURE

Grade Levels for Which Program is Intended: 6-12

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

- A. New developments in educational programs, instructional methods and class groupings and the uses of media resources that accompany them, dictate an element of flexibility for the library media program. Physical facilities must have flexible characteristics.
- B. Expanded individual and group use of audio-visual materials and computer equipment.
- C. Available computer retrieval of information from LAN, WAN and on-line services.
- D. Use of library media center for community and after school activities.
- E. Staff and student workshops.
- F. Extended library hours for access by patrons.
- G. Creativity Areas that will provide learning experiences for students and faculty. These institutional units will include the following:
 1. Production of video and audio programs and computer generated materials.
 2. Seminars and forums.
 3. Instruction in the use of on-line access of information.
 4. Development of resource sharing activities.

VI. JUSTIFICATION FOR VARIANCE FROM SREF REQUIREMENTS

- A. Periodical Storage and Group Projects shall be combined with the Reading/Stacks area.
- B. Professional Library, Media Production, and Copying Room shall be combined into one space for flexibility purposes.
- C. AV Storage and Repair, CCTV Storage, and Maintenance/Repair, shall be combined to increase the area for large equipment.
- D. Small Group Listening shall be located in an alcove in the Reading /Stacks area.
- E. Because of location of Library Media Center and current staffing, a restroom shall be accessible to all staff.
- F. Technical processing shall be combined with the Library Media Specialist's office for a total of 350 NSF. Remaining 150 NSF shall be folded into Reading/Stacks.
- G. Add Control Booth (100 NSF) from stage support to the CCTV Studio.
- H. Square footage from Library Media Center and Multipurpose was reallocated to ensure that classroom sizes are no less than 900 NSF for purposes of providing sufficient space for quality instruction.
- I. The studio shall be 500 NSF and the control room shall be 275 NSF.

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE & LAKE SHORE ANNEX - SHARED SPACES						
	Media Center					
1	Reading Room/Stacks (150NSF from Tech Processing)	2,367		2,517		
1	Group Projects (combined with Reading/Stacks)			482		
1	Professional Library/Media Production/Copying Room			660		
1	Periodical Storage (combined with Reading/Stacks)			193		
1	AV Storage/Maintenance and Repair/CCTV Storage			665		
1	Library Media Specialist's Office (combine with Tech. Processing)			175		
1	CCTV Studio - Production and Control (100 NSF from Stage Control Booth)(500 NSF for Studio & 275 for Control)	675		775		
1	Technical Processing (combined with Library Media Specialist's office) (150 NSF to Reading/Stacks)	326		176		

Library Media Center

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Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
1	Small Group Listening (combined with Reading/Stacks)	96		96		
1	Staff Restroom (out of allotment)					
	TOTAL			5,739		0

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Reading Room

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Circulation desk with book drop
		X	Stacks/Shelving in Reading Room (refer to VIII.B.)
	X		Necessary backing for stacks/shelving at 2' and 5' around the perimeter of the reading room
1		X	Desk chair
1		X	Reference table, 30"W x 72"L
4		X	Book truck
1		X	Atlas stand, with shelves
1		X	Dictionary stand, portable
4		X	Automated library catalogue (workstations - 4)
1		X	Newspaper stand
1		X	Lounge furniture including sofas, chairs, tables to accommodate four to six people
10-20		X	Table, round or square, FACBC accessible
100-120		X	Chair, 18"
15		X	Public computer, all with computer tables, chairs, printer, no carrels
4		X	Access network computer, all with computer tables, chairs, printer, no carrels
1		X	Closed circuit TV security system
1		X	Amplifier system with microphone plugs
1		X	Mobile Multimedia cart
1	X		Water cooler; no electric eye drinking fountain
1	X		Recessed, built-in display cabinet (6'W x 4'H)
3	X		Tack Board, 8' x 4'
1	X		Video Format Screen with black masking borders, 6' x 8', minimum size, wall or ceiling mounted after stacks are placed
1	X	X	Library detection & security system (refer to special considerations)
1	X		Clock
	X		Built-ins (refer to special considerations)

B. Stack Area Shelving - District Provided

To accommodate (9,700 volumes). Utilize 60"H shelving on perimeter, as much as

Library Media Center

DRAFT SCHEDULED FOR JANUARY 2005 BOARD MEETING

possible. Free-standing shelving shall not exceed 42". All shelving shall be adjustable and have backing. Shelving shall be standardized so that inserts for periodical shelves can be moved. 775' lineal of 10" shelving for regular books, 225' lineal of 12" shelving for picture books, 200' lineal of 15" heavy duty shelving for reference books and 190' lineal of 12" shelving is required for kits. Shelving shall be accompanied by readily usable bookends. Light-weight, plastic coated, wire shelving is not acceptable.

C. Library Media Specialist/Technical Processing

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Work station/chair
2		X	Guest chairs
1		X	Computer & printer - color
1		X	Technical processing workstation, automated library - media management server and workstation, printer, chair, secretarial
2		X	Computer for administration of automated circulation system with CDR
1		X	Bookcase
1		X	Binder, automatic
1-3		X	File cabinet, four-drawer, legal, lateral, lockable
2		X	Book truck, double-faced
4		X	Chair
4		X	Stapler, electric
1		X	Punch, 3 – hole, electric
1		X	Stapler, heavy-duty, long arm
1		X	Calculator
1	X		Computer table as part of built-in
1		X	Workstation with secretarial chair for clerk
1		X	TV for closed circuit TV security system
1	X		Single sink with goose neck faucet (HW/CW)
2	X		Tack board, 4' x 4'
1	X		Clock
	X		Built-ins (refer to special considerations)

D. Professional Library (folded into Media Production)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
2		X	Lounge furniture - combination of chairs and tables to accommodate four people
8		X	Chair
1		X	Public access workstation, network access
1		X	Computer, printer, on-line access
	X		Built-ins (refer to special considerations)

E. AV Storage/Maintenance Repair/CCTV Storage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
4		X	27" data monitor/TV and AV input
1		X	DVD Player
4		X	VCR
4		X	54" carts with 8" wheels and locks
10		X	CD/cassette tape recorder
6		X	Language master
10		X	Jack box
48		X	Headset for jack box (10)
1		X	Overhead projector (traveling)
2		X	Overhead projector, with lamp changer, 4,000 lumens and cart
1		X	Slide projector
2		X	Portable sound system, with microphone and lectern
1		X	Opaque projector (optional)
3		X	Tripod screen, 60" x 60"
1		X	Laminator
1		X	Camcorder, with battery pack and charger
2		X	Tripod for camcorder
1		X	Projection unit, digital/video
1		X	35 mm camera, (inexpensive instamatic)
1		X	Digital camera with disk storage
1		X	Poster maker
1		X	Ellison or AccuCut machine (large and small letters)
1		X	Copy stand (optional)
1		X	Video projector
2		X	AV cart, 42"
2		X	AV cart, 37"
1		X	Scanner for computer
1		X	Color printer
1		X	Typewriter
1		X	Laptop computer with presentation stand
4		X	Computer workstation for automated circulation system
10		X	Computer for access to Internet with internal DVD
1		X	Presenter to attach computer to TV
1		X	SMART white board
2		X	TV/VCR combo for learning centers
	X		Built-ins (refer to special considerations)

F. Closed - Circuit Television - (CCTV)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
2		X	Camcorder
2		X	VCR
1		X	VD Pro
1		X	Pro Audio Mixer
1		X	Handheld Microphone
1		X	Stand Adapter

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No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Desk Mic Stands
2		X	Wired Lav Mics
1		X	Tripod with Head
1		X	Tripod with Head and Dolly
2		X	Monitor
1		X	Monitor/Receiver
1		X	Character Generator
1		X	Monitor
1		X	Applied Magic Editing Package
1		X	Intercom System
1		X	CD/Cassette
1		X	Player
1		X	Cables
1	X		Double Scrim Curtain Tract and curtain (refer to special considerations)
1	X		Clock (in control room)
	X		Built-ins (refer to special considerations)
	X		Pipe rail grid and lights for studio (refer to SDPBC ITV Dept for specifications)

G. Media Production/Copy Room (folded into Professional Library)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Paper cutters, various sizes
3		X	Photocopier
1		X	Laminator
1		X	Public access workstation
1		X	Computer, printer, flat bed scanner, and color printer
1	X		Single sink with goose neck faucet (CW/HW)
3	X		Tack board, 4' x 4'
1	X		6' x 8' video format screen with black masking borders
1	X		Clock
	X		Built-ins (refer to special considerations)

H. Group Projects (folded into Reading/Stacks)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
22		X	Computer workstation with wire management and chairs
2		X	Computer workstation with wire management and chairs, F.A.C.B.C. Accessible
24		X	Computers
2		X	Printers

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY**

Library Media Center

CONSIDERATIONS AND TRAFFIC CONTROL

- A. **Heating/Cooling/Ventilation** – As required to meet District Standards.
- B. **Acoustical** - As required to meet District Standards. TV production studio and control room shall be soundproof.
- C. **Floor** - As required to meet District Standards.
- D. **Walls** - As required to meet District Standards. **Provide a cyclorama wall in the CCTV Studio; there shall be no visible lines, and the wall shall be smooth and painted chroma key blue or green.**
- E. **Ceiling** - As required to meet District Standards. Install double curtain track and curtains (no white) around one-half of production studio, opposite control room, ceiling mounted, at least 14” from walls. The ceiling in the studio shall be a minimum of 14’ (12’ AFF to bottom of pipe rail grid/lights).
- F. **Lighting** - As required to meet District Standards. Color-balanced fluorescent lighting with capability of separate switching of rows and lights evenly distributed to all areas of the reading room. Area shall have a master control switch with separate switches in each area including studio and control room. Dimmer switches in Reading/Stacks area for presentations. Lights above outside doors to conference rooms, and TV production room to alert visitors that rooms are "in use". Row lighting for studio ceiling. Mounted raked theatrical lighting with dimming control of individual fixtures for studio ceiling with adequate ceiling height for ceiling mounted lights. Provide task lighting above counter in control room.
- G. **Windows** - As required to meet District Standards. Provide observation windows from library media specialist’s office to reading room and circulation desk. Provide windows, where necessary, for supervision; windows shall be low enough for visibility when seated. Provide **angled window** (refer to Design Criteria) to minimize reflection between CCTV control room and production studio; window in control room shall be no less than 34" high above the floor and no less than 36" wide. No windows in storage room.
- H. **Doors** - As required to meet District Standards. Provide a half glass door from CCTV control room to production studio and a solid door from reading room. Doors shall be installed to allow physical access from the control room to all rooms in the CCTV suite. Provide double, exterior doors for loading purposes. Interior doors shall be half glass, where appropriate.
- I. **Plumbing Fixtures / Water** – As required to meet District Standards.
- J. **Communications** - As required to meet District Standards
 - 1. Intercom from central administration to all areas except CCTV studio. Optional block-out for intercom in reading/stacks room.

2. Intercom to CCTV control room and reading room shall have a lock-out feature with emergency override.
 3. Telephone jacks at the circulation desk, in library media specialist's offices, technical processing room, TV control room, professional library media production room, and conference room(s). CCTV room shall have phone; provide network wiring for intra and inter network communications.
 4. Independent low-power sound system located in reading room.
 5. Voice data, network communication and ITV reception in the following areas: circulation desk, director's office, professional library, AV storage, CCTV control room, media production and throughout the reading room where computer stations will be located.
 6. Voice data and network lines require built-in surge protection.
 7. ITV broadcast capability from technical processing room, reading room, CCTV control room, cafeteria, principal's office, main sporting field and courtyards.
 8. Provide physical and intellectual access to information in native languages.
- K. Electrical** - As required to meet District Standards. **Do not** locate wall outlets behind or above stacks. Locate necessary data and electrical outlets along columns for computers. Provide wiring and outlets for 30 computer stations in group projects (folded into reading room) and for automated library catalogue throughout media center where specified. Provide a strip outlet above work counter in technical processing, media production laboratory, and CCTV control room. An additional "on/off" switch for the studio lights shall be installed in the control room. Install two independent circuits with three double electrical outlets on each circuit in the control room and studio. ITV outlets shall be available on at least two opposing walls of the main studio. Provide wiring for library book detection system, security cameras system and automated circulation procedures.
- L. Instructional Technology** – As required to meet District Standards. Provide electrical and data in the Reading Room/Stacks near the projection screen for multimedia equipment.
- M. Gas and Air** - As required to meet District Standards
- N. Safety** - As required to meet District Standards.
- O. Fencing** - As required to meet District Standards.
- P. Service Drives** - As required to meet District Standards.

Q. **Parking** - As required to meet District Standards.

R. **Built-ins** - Cabinetry shall have locks.

1. **Technical Processing (folded into Library Specialist's office)**

- a. Provide base cabinet with doors, along entire length of long wall, with stainless steel sink, cabinets with drawers of various depths and open shelves above.
- b. Provide shelving for up to (200) books.
- c. Provide six drawers, 30"W, for poster storage.
- d. Counter no less than 30"D.
- e. Provide adjustable shelving, 18"D.

2. **Professional Library**

- a. Provide base cabinet, on one wall, with shelving above.
- b. Provide counter for computers (4) and printer (2) with grommets for wire management.

3. **AV Storage/Maintenance Repair**

- a. Provide base cabinet with doors, front disabled accessible with stainless steel sink and cabinets above with doors, lockable.
- b. Provide adjustable metal AV shelving, covering approximately 50% of room.
- c. Provide pegboard, 4"H x 8"L, on one wall.

4. **CCTV Production**

- a. Request CCTV information from the SDPBC Department of Program Management and ITV.
 - (1) Provide double scrim, curtain tract around one-half of production studio, opposite control room, ceiling mounted, at least 14" from walls.
 - (2) Provide pipe rail grid for production studio lighting; room lighting.
 - (3) CCTV Control Room

Library Media Center

- (a) Provide base cabinet, 26"H, on wall, facing production studio, with plug molding, at 28" above finished floor. No cabinets shall be installed in the control room that will impede comfortable seating at the control panel. If space is limited, it is preferable to have no cabinets at all in the control room.
- (b) Opposite wall, provide open base cabinets, with one adjustable shelf, work surface counter top and open shelving above.
- (c) Provide pegboard, on full wall, opposite door.
- (d) Provide and install two PVC conduit openings, 4" in diameter, at floor level, between production studio and control room to allow pass through for cables.
- (e) Provide shelves above counter for video/cd storage

5. **Media Production and Copy Room**

- a. Provide base cabinet with doors, on the long wall, with open shelves s above, containing single, stainless steel, sink.
- b. Work counter, 27", above finished floor, for computers and printer, along one wall with grommets for wire management.
- c. Provide island base cabinet, 34"h, with electrical outlets at both ends and center, and open for large paper and board storage, in center of room.
- d. Provide paper storage cabinet, adjacent to large copier. Copier shall be located so it can be pulled away from wall for servicing.

6. **Library Media Specialist's Office**

- a. Provide wall of base cabinets with doors, with open shelving above.

S. **Other Considerations**

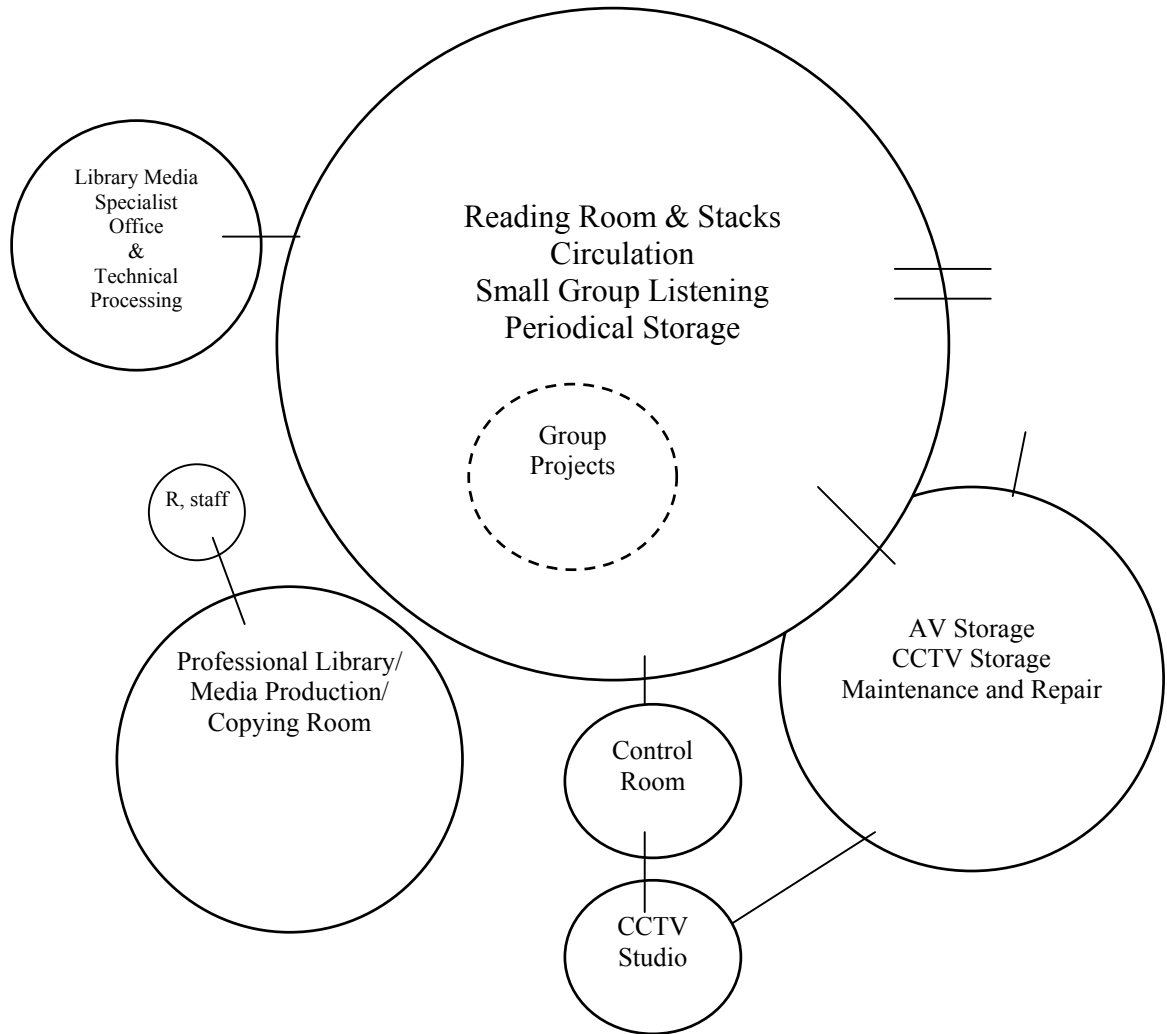
- 1. Design CCTV production studio and control room, so noise will not transmit from lavatory facilities, common halls, placement of HVAC, or plumbing pipes. Air handlers should not be located in the vicinity of the studio to avoid excess ambient noise and, if the studio is on a second floor, vibration from a handler located under the studio or nearby will result in a "jiggling" motion on the cameras. No PA's shall be installed on control room or studio walls.

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2. An independent, low-power, sound system shall be provided for the reading room. The amplifier shall be placed in the vicinity of the circulation desk, with speakers located, throughout, for even sound distribution.
3. Adjacent to library media center entrance, provide built-in display case, lockable storage base, safety glass.
4. Circulation desk shall be located near entrance with visibility to entire reading room.
5. Walking area in CCTV control room shall be at least 5' wide from wall to counter.

SPATIAL RELATIONSHIPS

Library Media Center



R = Restroom, staff

MULTIPURPOSE

I. PROGRAM PHILOSOPHY

Refer to overall. (Page 1)

II. PROGRAM GOALS

Facility shall serve school and community functions.

III. PROGRAM ACTIVITIES

To serve the overflow for dining room seating.

IV. ORGANIZATIONAL NOMENCLATURE

Total No. of Students Served Per Day: 323

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

N/A

VI. JUSTIFICATION FOR VARIANCE FROM SREF REQUIREMENTS

- A. Multipurpose and dining shall be combined into one space.
- B. Square footage from Library Media Center and Multipurpose was reallocated to ensure that classroom sizes are no less than 900 NSF for purposes of providing sufficient space for quality instruction.

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE & LAKE SHORE ANNEX - SHARED SPACES						
	<u>Multipurpose</u>					
1	Multipurpose room (combine with Student Dining)			1,494		
	TOTAL			1,494		0

VIII. PROGRAM FURNITURE AND EQUIPMENT

Refer to FOOD SERVICES.

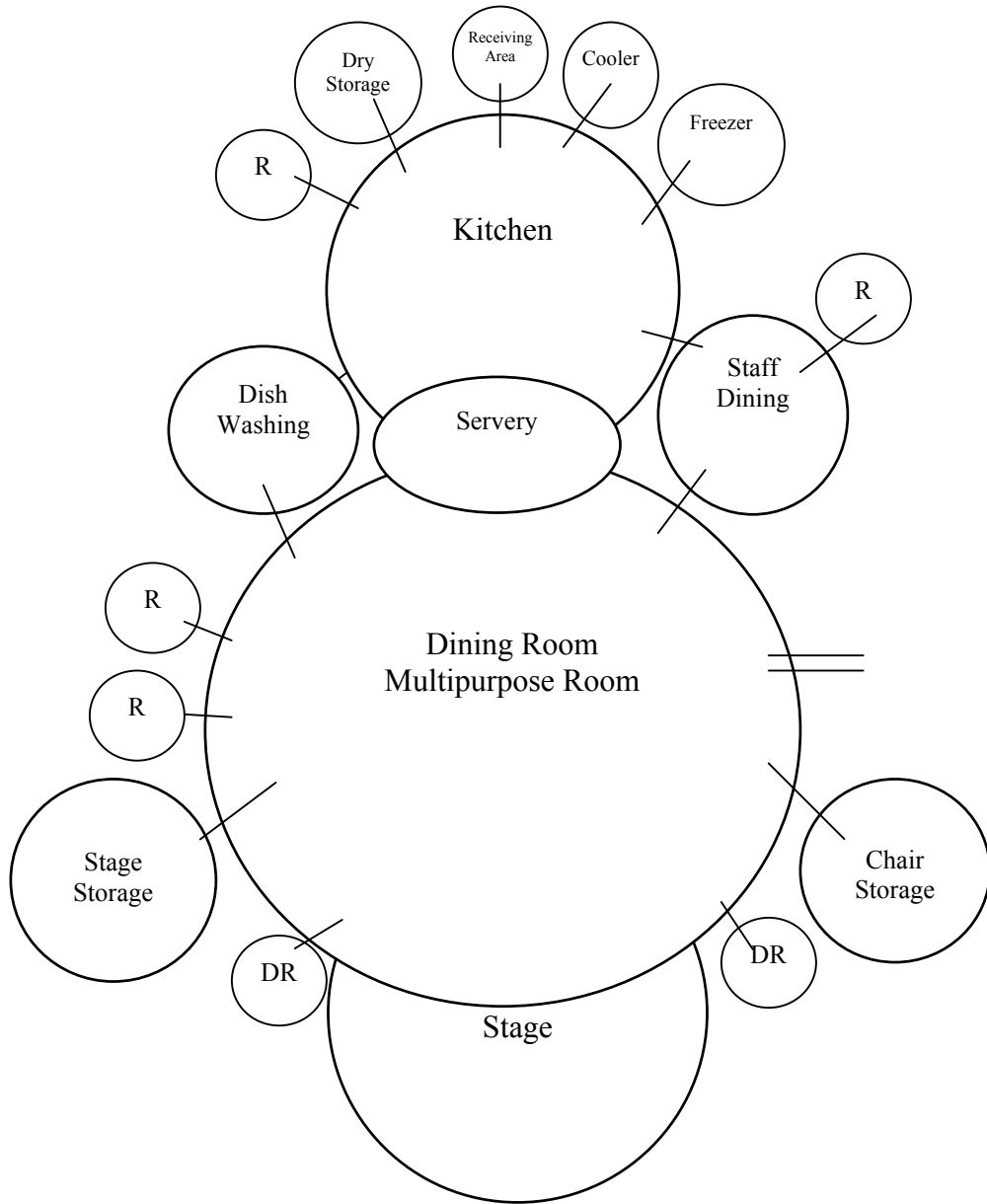
IX. SPECIAL CONSIDERATIONS

Multipurpose

Refer to **FOOD SERVICES.**

Multipurpose

SPATIAL RELATIONSHIPS
Food Services, Multipurpose Room & Stage



R = Restroom
DR = Dressing Room/Office

Multipurpose

PHYSICAL EDUCATION

I. PROGRAM PHILOSOPHY

Physical Education is an integral part of the total education structure of the SDPBC. It provides significant contributions towards the total well being of each child.

The overall aim of the curriculum for Physical Education is to offer progressive, instruction which begins with appropriate basic skills and continues to its logical conclusion – in life long physical and fitness activities.

Physical educators believe that Physical Education shall provide each student with sufficient physical activity to maintain an optimal level of fitness and to develop acceptable social, emotional and physical traits.

II. PROGRAM GOALS

- A. Make a major contribution to the personal fitness of each student including health and skill related components of fitness.
- B. Develop in each student a positive attitude toward his/her personal involvement in physical activity.
- C. Help students understand the nature of rules, skills and strategies as they relate to Physical Education activities at the appropriate grade levels.
- D. Provide opportunities to help individual students develop wholesome self-concepts and acceptable perceptions of others.
- E. Develop an interest and a desire to participate in lifelong recreational sports.
- F. Develop healthy attitudes concerning winning, losing and fair play.
- G. Develop the ability to identify options available in making personal decisions.
- H. Develop a respect for the care and use of equipment and facilities.

III. PROGRAM ACTIVITIES

A. Course Activities

(Required and elective courses may include but not limited to the following units:)

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- | | |
|--|---------------------------|
| 1. Archery | 17. Rope Jumping |
| 2. Basketball | 18. Soccer and Gator ball |
| 3. Bowling | 19. Softball |
| 4. Dance/Aerobics | 20. Speed ball |
| 5. Flag Football | 21. Swimming |
| 6. Frisbee Sports | 22. Table Tennis |
| 7. Golf | 23. Team Handball |
| 8. Gymnastics, Rhythmic
Gymnastics, Stunts and Tumbling | 24. Track and Field |
| 9. Health Instruction | 25. Volleyball |
| 10. Inclement Weather Program | 26. Weight Training |
| 11. Jogging | 27. Wrestling |
| 12. Physical Fitness | 28. In Line skating |
| 13. Racket Sports:Handball, Paddle-
ball, Paddle Tennis | 29. Lacrosse |
| 14. Racquetball, Tennis,
Badminton | 30. Field Hockey |
| 15. Recreational Activities | |
| 16. Rhythmic Activities | |

B. Student Responsibilities

- a. Dressing in Physical Education clothes and tennis shoes
- b. Reporting for roll call
- c. Participation in class exercises and activities
- d. Participation in class drills to master skills
- e. Participating in individual practice or assignments
- f. Taking physical fitness, skills, and written tests
- g. Listening to lectures and instruction and taking notes
- h. Watching demonstrations and audio-visual instruction in the form of pictures, diagrams, charts, video tapes, and slides
- i. Taking field trips
- j. Reading and writing
- k. Participating in scheduled games and activities
- l. Taking a shower

C. Teacher Responsibilities

- a. Lecturing
- b. Leading of exercises
- c. Demonstrating instruction in skills, method and officiating
- d. Organizing squads and groups
- e. Supervising squads and groups
- f. Organizing teams and supervising team practice
- g. Organizing tournaments
- h. Instructing leaders and game officials
- i. Instructing on marker board or using overhead projector
- j. Showing video tapes and other audio-visuals

- k. Assembling, organizing and presenting bulletin board materials
- l. Working with grading, locker assignments, gym clothes
- m. Caring for and distributing equipment
- n. Supervising use of facilities
- o. Purchasing equipment
- p. Checking attendance, dressing and participation
- q. Preparing written lesson plans, tests, skill tests
- r. Organizing special services such as towels, clothing, locks, lost-and-found
- s. Administering first aid
- t. Promoting critical thinking skills

IV. ORGANIZATIONAL NOMENCLATURE

Teacher - Student Ratio Varies
 Grade Levels for Which Program is Intended 6 - 12

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

- A. Facility designed for adaptive Physical Education. Handicapped entrances shall be installed in all areas of Physical Education. Trophy cases built into walls.
- B. Adult/Vocational and Community Education Programs will use facility after regular school hours and on weekends. Equipment purchased shall be suitable for use by the regular school Physical Education program as well as Community Education programs.
- C. Locate outdoor P.A. system speakers on exterior walls of Physical Education buildings.

VI. JUSTIFICATION FOR VARIANCE FROM STATE REQUIREMENTS FOR EDUCATIONAL FACILITIES (S.R.E.F.) -

N/A

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE & LAKE SHORE ANNEX - SHARED SPACES						
	Physical Education (Middle Prototype)					
2	Dressing Rooms		780	1,560		
2	Lockers		130	260		
2	Showers		130	260		
2	Drying		130	260		
1	PE Storage			587		
2	Restrooms		130	260		

DRAFT SCHEDULED FOR JANUARY 2005 BOARD MEETING

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
2	Teacher Planning		100	200		
2	Teacher Restrooms/Showers		66	132		
1	Laundry/Towel			130		
1	Activity Lab			3,600		60
	Restrooms (from allotment)					
	TOTAL			7,249		60
LAKE SHORE ANNEX						
	Physical Education					
1	Covered Pavilion		1,000	1,000		
1	Outdoor Storage		300	300		
WEST AREA SCHOOL OF CHOICE						
	Physical Education					
1	Covered Pavilion		1,000	1,000		
1	Outdoor Storage		300	300		
	TOTAL		1,300	1,300		0

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Teacher Planning (per office)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Teacher desk, 1 per instructor
1		X	Teacher chair, 1 per instructor
1		X	File cabinet, four-drawer, legal, lateral, lockable, 1 per instructor
1	X		Tack Board, 3' x 4', wall mounted
1	X		Pencil sharpener, wall-mounted in each office
1		X	Computer & printer, 1 per instructor
1	X		First Aid kit, wall mounted, 1 per office
1		X	Stretcher, 1 per office
1	X		Clock
	X		Built-ins (refer to special considerations)

B. Activity Lab

No. of Items	Contractor Provided	District Provided (FF&E)	Description
		X	Volleyball, standard, portable
1		X	Volleyball, standard sleeves, regulation, for game use. 4 standard regulation lengthwise for 2 courts with curtain appropriate width between.
		X	Mat, tumbling, 6' x 12', Velcro on each end
		X	Mat, wrestling, 6' x 12', Velcro on all four sides
1		X	Mat truck

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No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Marker board, 8', portable
2	X		Tack board, 4' x 4', visible by all
1	X		Retractable Video Format Screen
1	X		Clock
	X		Built-ins (refer to special considerations)

C. Laundry Room (per room)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1	X		Laundry Tub
1	X		Clothes washer, commercial
1	X		Clothes dryer, commercial
	X		Built-ins (refer to special considerations)

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROLS.**

- A. **Heating/Cooling/Ventilation** – As required to meet District Standards. Separate the lockers/dressing areas from the showers/drying areas.
- B. **Acoustical** – As required to meet District Standards.
- C. **Floor** - As required to meet District Standards. Activity Lab floor to be marked with regulation basketball lines using school colors. Volleyball court lines painted white, 2" lines. The centerline for volleyball and basketball shall be 2" w.
- D. **Walls** - As required to meet District Standards.
- E. **Ceiling** - As required to meet District Standards.
- F. **Lighting** - As required to meet District Standards. Master switch to control lights for locker and shower areas located in teacher's office and at the entry door. Control switch for activity lab lighting located near an exit. Basketball backboards must not cover light fixtures when in stored position. Two light fixtures with protective covers for outdoor storage building.
- G. **Windows** - As required to meet District Standards. A one-way window between the teacher planning office and the dressing areas.
- H. **Doors** – As required to meet District Standards. Provide double doors with a removable mullion for entrance to activity lab, storage areas, outside storage building and laundry room. Provide dutch door in laundry room.

- I. **Water/Plumbing Fixtures** - As required to meet District Standards. Provide water fountains at fields and courts.
- J. **Communications** - As required to meet District Standards. Two wall clocks located in activity lab and locker rooms. Provide P.A. system speakers on exterior wall of Physical Education Building.
- K. **Electrical** - As required to meet District Standards.
- L. **Instructional Technology** - As required to meet District Standards.
- M. **Gas and Air** - As required to meet District Standards.
- N. **Safety** - As required to meet District Standards.
- O. **Fencing** - As required to meet District Standards.
- P. **Service Drives** - As required to meet District Standards. Locate for delivery of equipment, loading and unloading of teams.
- Q. **Parking** - As required to meet District Standards. As required for school site which will allow enough spaces for after school and weekend activities.
- R. **Built-ins**
 - 1. **Laundry/towel** – Provide built-in counter, 36"h x 48"w, for folding and sorting of towels, etc. Provide (2) shelving on two opposite walls to begin 4' from floor. Two rows to run entire length of walls. Shelves to be 18"D, 24" between rows. One row of hooks for hanging clothes to be located under lower shelf on each side of room. One shelf, 12" x 36", above laundry tub.
 - 2. **P.E. Storage** – Provide shelving on two walls run entire length of walls; four rows, each to begin 18" from floor. Shelves to be 24"D, 24" between rows and a 3" lip on the front edge of each shelf.
 - 3. **Teacher Planning** – Provide 3'L x 12"D, adjustable shelving with closed ends.
 - 4. **Outside Storage** – Provide shelving on two opposite walls to run entire length of walls. Four rows, each wall to begin 18" from floor. Shelves to be 24"D, 24" between with a 3" lip on the front edge of each shelf. Must also store 200 chairs.
 - 5. **Dressing Room/Locker Room** -(2)
 - a. Provide tack board, 4' x 4', visible by all.
 - b. Provide marker board, 8', visible by all.
 - c. Provide benches
 - d. Provide mirror (2), 8', stainless steel

- e. Provide security mirrors as required for visibility in blind spots.
- f. Provide lockers at each area (boy's and girl's) approximately, 12"W x 12"H x 16"D (small) in size.
- g. Provide lockers at each areas (boy's and girl's) approximately, 12"W x 36"H x 16"D (large) in size. Combine six (small) and one (large) lockers to create a set.

6. **Drving** (2)

- a. Provide hooks or pegs (36), to hang towels

7. **Restroom** (2)

- a. Provide mirror, 8', stainless steel, not to be located above sinks.

8. **Teacher Restroom/Shower** (2)

- a. Provide locker (4), 18"W x 16"D x 72"H
- b. Provide mirror, stainless steel, located over sink
- c. Provide shower curtain rod

9. **Activity Lab**

- a. Provide regulation lexan basketball backboard and rim located in main court.
- b. Each backboard, to be lowered and raised electrically. Backup system with hand-operated cranks (forward swing).
- c. Combination basketball/volleyball electric scoreboard with clock (2), located at each end of the activity lab, visible from courts and bleachers.
- d. If there is room in the activity lab, provide electrically operated bleachers located on both sides of the gymnasium. Provide wood, metal or fiber glass bleachers with wooden foot rests.
- e. Install sleeves and floor plates for volleyball. Locate floor plates for the competition court, 3'6", outside of the court markings, directly in line with the 2" center line. Additional floor plates shall be installed for volleyball practice courts (length of main court).
- f. Provide safety wall mats, approximately, 6' h and 24' w, on each end of the activity lab beneath the main backboards.

S. **Other Considerations**

- 1. Lockers shall be installed to insure that maximum utilization of room space is made. Locate as many lockers as possible on the inside walls of the room. Any and all rows shall be designed so that instructors will have an unobstructed view of the locker and dressing areas as well as the restrooms.
- 2. **Outside Facilities - The site shall be analyzed by the Architect and SDPBC for the type and number of outside courts and fields that can fit onto the**

site.

a. **Tennis Court**

- (1) Playing surface, 36'W x 78'L, each court
- (2) Clearance, 21'W, at each end of court
- (3) Clearance, 12'W, between courts and/or fence

Utilize hard, smooth surface, with appropriate court markings. All courts shall be fenced with access gates. Additional marking for other physical educational uses maybe required.

b. **Basketball Court**

- (1) Court surface, 50'W x 84'L
- (2) Clearance, 10'W, on all four sides
- (3) Two courts shall have volleyball marking and sleeves.

Playing surface must be a suitable, hard, smooth surface, marked for basketball and volleyball with contrasting colors. All courts fenced with access gates.

c. **Baseball Field**

Provide enough land space to construct one baseball field with the following dimensions: 75' bases, pitcher's mound located 54' from home plate; bahia grass infield and outfields with clay base paths; backstop, minimum 18-20' in height located a minimum of 25' from home plate. In addition, a fence, 10' h, shall extend from each corner of the backstop to 5' beyond first and third bases. Also, fenced dugouts shall be included, with screen wire protection and access to the playing field. The dugout shall have a roof and concrete floor. A minimum of 250' from home plate for outfield use. Include metal or concrete benches, seat 20 for both dugouts.

d. **Softball Field**

The softball field shall be constructed with 60' bases with the pitching rubber located 40' from home plate with bahia grass infield and outfields with clay base paths; backstop, minimum 18-20' in height located a minimum of 25' from home plate. In addition, a fence, 10' h, shall extend from each corner of the backstop to 5' beyond first and third bases. The regulation softball fields shall be designed so the afternoon sun will be over the first baseman's shoulders during practice or games. The dugout shall have a roof and concrete floor. Include metal or concrete benches, seat 20 for both dugouts.

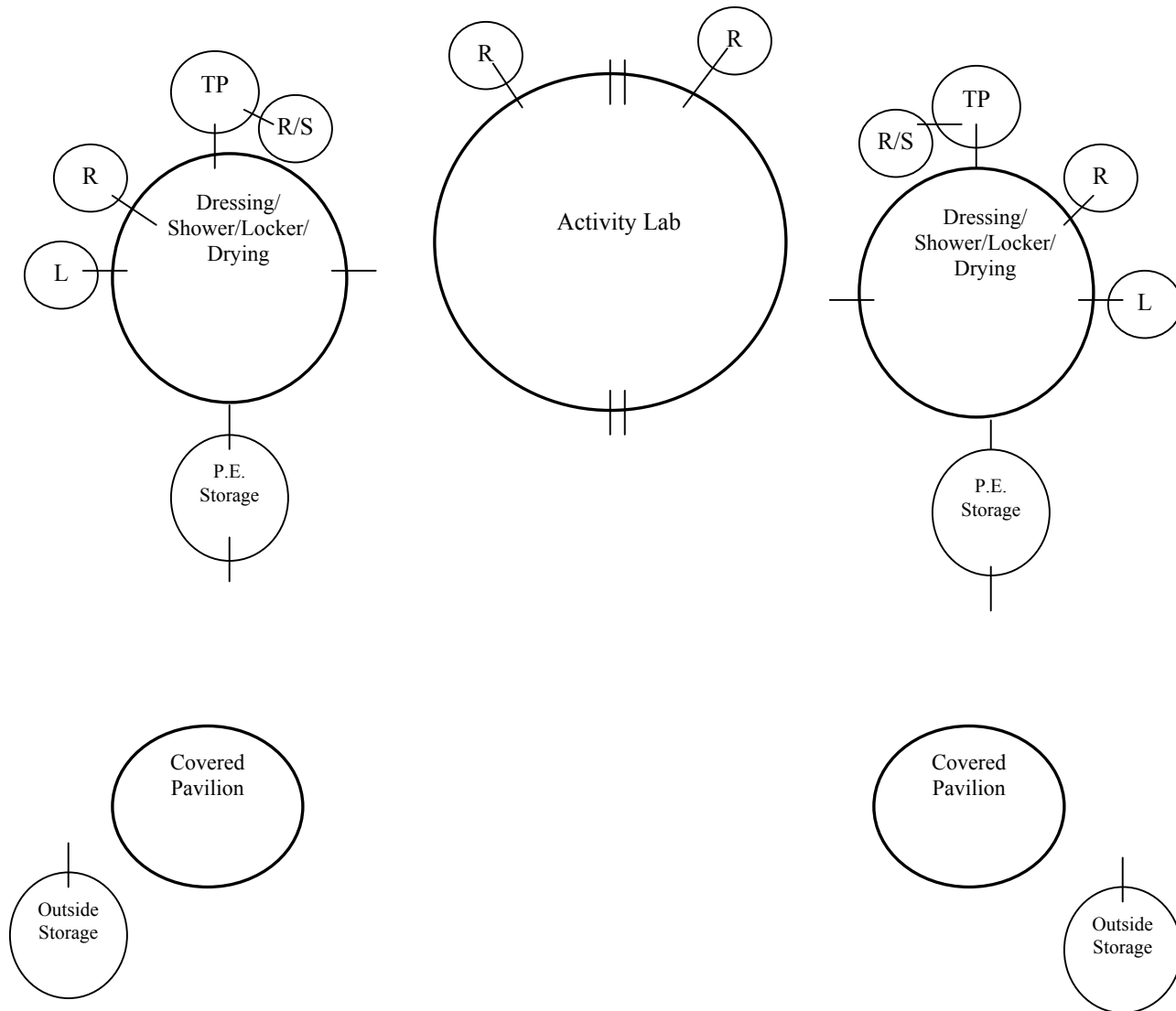
e. Provide aluminum bleacher section (4), five rows minimum, capacity -

40 - 50 students.

- f.** Provide regulation six-lane 400 meters. asphalt running track, with 42"W running lanes and other regulation lane markings for running events. Provide and install areas for field events (high jump, long jump, shot put).
- g.** Provide game regulation-size soccer field with bahia grass located within the track area with locations marked for portable or permanent goals.
- h.** Outside facilities shall be laid out in a manner that maximizes open play field area.
- i.** The gymnasium shall be adjacent to the athletic fields, courts and parking areas.
- j.** Locker room areas:
 - (1) Showers shall open to the drying rooms and lockers. Teacher's offices shall be adjacent to this area. Provide enough shower heads to handle peak load in all shower areas.
 - (2) Physical Education storage shall open to the outside and the locker room.
- k.** The gymnasium storage rooms shall open into the gymnasium area
- l.** Contractor shall provide all tennis nets, volleyball nets, basketball nets, etc. and standards.

SPATIAL RELATIONSHIPS

Physical Education



L = Laundry/Towels
R = Restroom
R/S = Restroom/Shower
TP = Teacher Planning

STAGE/SUPPORT

I. PROGRAM PHILOSOPHY

Refer to overall. (Page 1)

II. PROGRAM GOALS

Stage / support spaces are to provide facilities in support of instructional programs, and to encourage out-of-class use by students and staff.

New trends in teaching methods and new awareness of the school, as a community center, make stage / support essential auxiliary teaching and community activities spaces for the elementary school.

With a growing concern to utilize large rooms for multiple purposes, the dining room will be served by stage / support facilities.

The architect is encouraged to explore planning alternatives for stage / support spaces as related to the dining hall for most effective utilization.

III. PROGRAM ACTIVITIES

The stage / support areas will provide the following:

- A. A convenient setting for presentations to large group assemblies for a variety of purposes - instruction, meetings, displays, etc.
- B. A facility for teaching participation in, and appreciation of, the performing arts.

IV. ORGANIZATIONAL NOMENCLATURE

Grade Levels for Which Program is Intended: 6-12

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

The project architect is encouraged to study stage design alternatives which permit use of stage area for overflow dining room seating, for example, portable platforms. In addition, special lighting and sound equipment shall be considered.

VI. JUSTIFICATION FOR VARIANCE FROM SREF REQUIREMENTS

- A. Provide outside stage approximately 800 NSF with access from indoor stage, where possible.

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE & LAKE SHORE ANNEX - SHARED SPACES						
	<u>Stage</u>					
1	Stage			990		
1	Stage Storage			482		
2	Dressing Room		241	482		
1	Control Booth (to CCTV Studio-Production)	100		0		
	TOTAL			1,954		0

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Stage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1	X		Microphone jack for stage in floor and overhead
1	X		Stage curtains
1	X		6'x 8', minimum, video format screen with black masking borders and electronically operated
	X		Built-ins (refer to special considerations)

B. Dressing Room (per)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
6		X	Chairs
1	X		Single sink with (HW/CW)
1		X	Full length mirror
1	X		Tack board, 3'x4'
1	X		Clock
1	X		TV/Multimedia cabinet (refer to general considerations)
2	X		Wardrobe cabinet, lockable
	X		Built-ins (refer to special considerations)

C. Stage Storage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
	X		Built-ins (refer to special considerations)

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

Refer to GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATION AND TRAFFIC CONTROL.

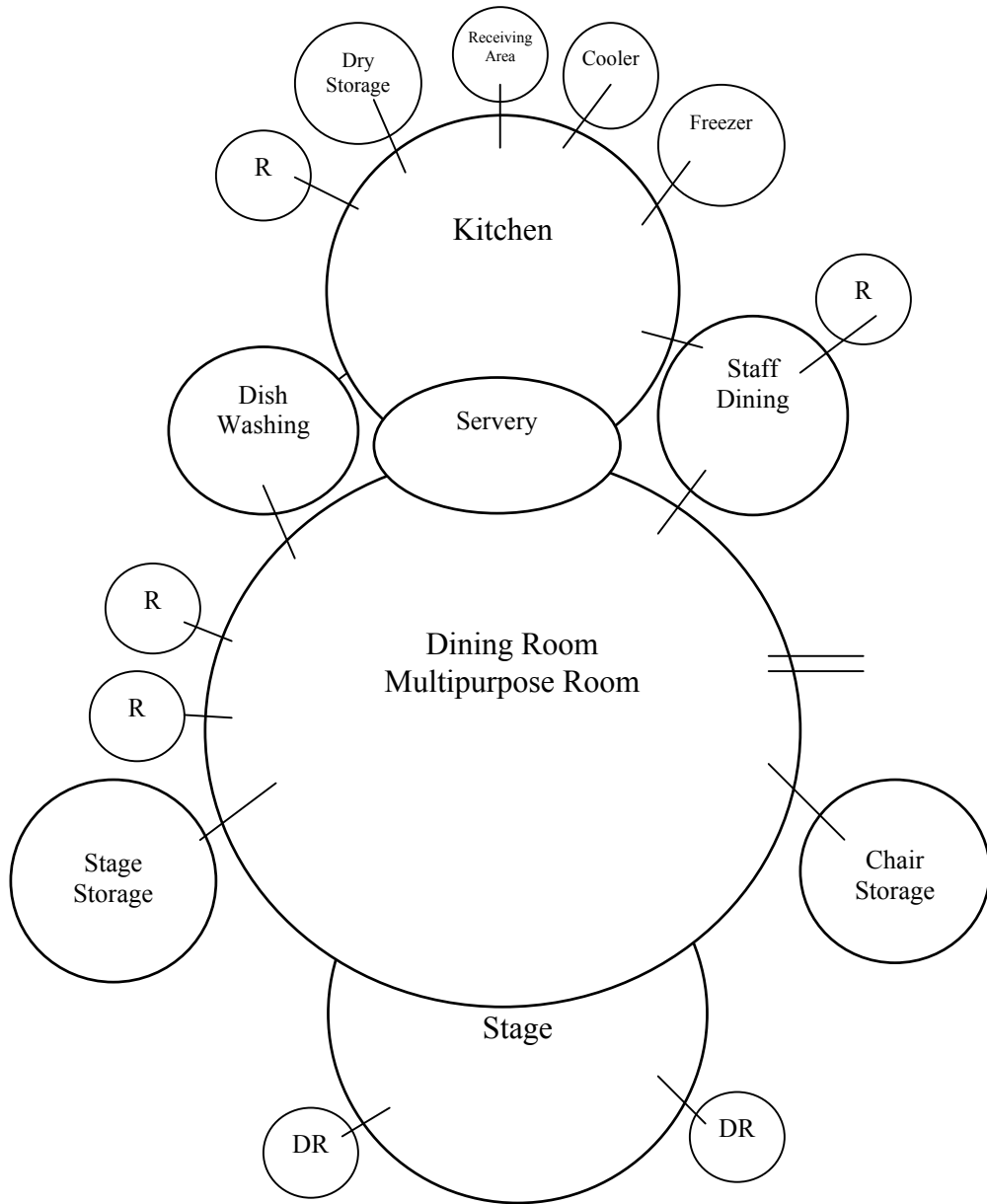
- A. Heating/Cooling/Ventilation - As required to meet District Standards.
- B. Acoustical - As required to meet District Standards.
- C. Floor - As required to meet District Standards.
- D. Walls - As required to meet District Standards.
- E. Ceiling - As required to meet District Standards. Provide pipe gridirons and curtains, including drops and panels.
- F. Lighting - As required to meet District Standards. Incandescent ceiling lights, with individual control, shall be provided. Stage lights shall be equipped with dimmer switches. .
- G. Windows - As required to meet District Standards.
- H. Doors - As required to meet District Standards. Provide access from indoor stage to outside stage.
- I. Plumbing Fixtures/Water - As required to meet District Standards.
- J. Communications - As required to meet District Standards. Sound panel to house equipment. Provide access to Closed-Circuit TV. ITV broadcast capability from stage and dining room. Provide microphone outlets on stage.
- K. Electrical - As required to meet District Standards.
- L. Instructional Technology – As required to meet District Standards.
- M. Gas and Air - As required to meet District Standards
- N. Safety - As required to meet District Standards.
- O. Fencing - As required to meet District Standards.
- P. Service Drives - As required to meet District Standards.
- Q. Parking - As required to meet District Standards.
- R. Built-ins -
 - 1. **Stage Storage** – Provide metal adjustable shelving, one wall, 12"D, floor to

ceiling.

2. **Dressing Room** – Provide TV/Multimedia cabinet, approximately 48” in height with the TV monitor sitting on top of the cabinet. The TV/Multimedia cabinet shall include lockable doors with adjustable shelving for multimedia equipment. The TV/Multimedia cabinet shall also have grommets for wire management. The TV/Multimedia cabinet shall be located along or near the teaching wall.

S. **Other Considerations** – N/A

SPATIAL RELATIONSHIPS
Food Services, Multipurpose Room & Stage



R = Restroom
DR = Dressing Room/Office

RESTROOMS

Provide public restrooms in administration. Provide restrooms for kitchen staff in kitchen. Provide restrooms for faculty and staff immediately adjacent to staff dining. Provide restrooms in clinic. Provide staff restroom adjacent to teacher planning for shared disciplines. Ceramic tile in toilets shall be floor to ceiling.

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
	Restrooms					
	Staff Restrooms (as required by code)			311		
	Student Restrooms (as required by code)			1,167		

Although square footage allocation is per SREF, accommodations for size of spaces and numbers of spaces must be made for F.A.C.B.C. and parity.

GENERAL CLASSROOMS

I. PROGRAM PHILOSOPHY

The high school program is organized around, and focused on, personal and societal goals that help students become effective participants in the social world.

II. PROGRAM GOALS

The high school program goals center around the preparation of students for more reflective and effective participation in their society. The program goals would include the following:

- A. Socialization - aimed at helping the student become an effective member of social groups.
- B. Decision-making Processes - aimed at helping students to make effective use of intellectual skills in reaching decisions about his/her social concerns.
- C. Citizenship - aimed at helping the students to use more effectively the processes of a representative-democratic government.
- D. Knowledge Acquisition - aimed at helping the student to acquire and utilize information and intellectual skills provided through the curriculum.

In addition, the program will stress the assimilation of three important components: subject, learner and society.

III. PROGRAM ACTIVITIES

A. Student Activities

- 1. Think - Creative and critical thinking, problem solving, associations.
- 2. Speak - Speeches, explanations, dramatizations, demonstrations, simulations, class and panel discussions.
- 3. Read - Textbooks, reference books, reports, magazines, newspapers, fiction, trade books.
- 4. Write - Creative writing, reports, research papers, outlines, summaries, speeches, comparisons.
- 5. View - Films, pictures, T.V., maps, charts, globes.
- 6. Inspect - Relief maps, roads maps, globes, artifacts, samples, pictures, charts, graphs.

7. Construct - Booklets, displays, posters, scrapbooks, graphs, bulletin boards, maps, charts, diagrams, time lines, pictures, replicas, dioramas, mobiles, murals.

IV. ORGANIZATIONAL NOMENCLATURE

Teacher - Student Ratio 1:25

Grade Levels for Which Program is Intended 6 - 12

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

- A. Areas may be used for night class and community school activities.
- B. The architect shall study the shape of typical classrooms to provide for efficient operation and communication, utilizing marker board and wall-mounted illustrations. The spaces must also provide flexibility for large and small group instruction as well as the capability for individualization. Computerized lab activities will be incorporated into instructional program.

VI. JUSTIFICATION FOR VARIANCE FROM STATE REQUIREMENTS FOR EDUCATIONAL FACILITIES (S.R.E.F.)

- A. Teacher Planning and Material Storage shall be folded into the classroom to create a room of 900 NSF.

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
LAKE SHORE ANNEX						
	General Classrooms					
10	General Classrooms		756	7,560	25	250
10	Material Storage		90	900		
10	Teacher Planning		<u>54</u>	<u>540</u>		
	TOTAL		900	9,000		250
WEST AREA SCHOOL OF CHOICE						
	General Classrooms					
12	General Classrooms		756	9,072	25	300
12	Material Storage		90	1,080		
12	Teacher Planning		<u>54</u>	<u>648</u>		
	TOTAL		900	10,800		300

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Classroom

No. of Items	Contractor Provided	District Provided (FF&E)	Description
25		X	Student combo desk
1		X	Teacher desk and chair
1		X	File cabinet, four-drawer, legal, lateral, lockable
1		X	Table, 30" x 72"
1		X	Lectern
1		X	Stool
2	X		Teacher storage cabinet, 36"W x 30"D x 72"H, with adjustable shelving, lockable
1	X		Marker board, 4' x 16', with map rails and flag holder
2	X		Tack Board, 4' x 4'
1	X		6' x 8' video format screen with black masking borders
4		X	Computers
2		X	Printers
1	X		Pencil sharpener with proper backing
1	X		Clock, battery
1	X		TV/Multimedia cabinet (refer to General Considerations)
	X		Built-ins (refer to special considerations)

IX. SPECIAL CONSIDERATIONS – CONTRACTOR PROVIDED

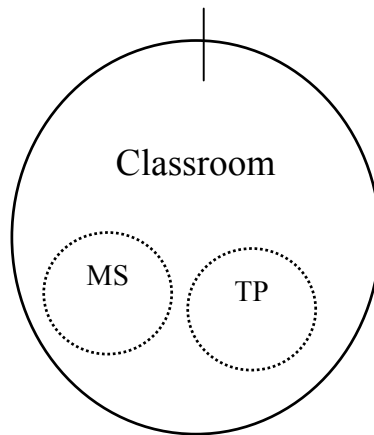
Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL,**

- A. **Heating/Cooling/Ventilation** - As required to meet District Standards.
- B. **Acoustical** - As required to meet District Standards.
- C. **Floor** - As required to meet District Standards.
- D. **Walls** - As required to meet District Standards.
- E. **Ceiling** - As required to meet District Standards.
- F. **Lighting** - As required to meet District Standards.
- G. **Windows** - As required to meet District Standards.
- H. **Doors** – As required to meet District Standards.
- I. **Water/Plumbing Fixtures** - N/A
- J. **Communications** - As required to meet District Standards.
- K. **Electrical** - As required to meet District Standards

- L. **Instruction Technology** - As required to meet District Standards.
- M. **Gas and Air** - As required to meet District Standards.
- N. **Safety** – As required to meet District Standards.
- O. **Fencing** – As required to meet District Standards.
- P. **Service Drives** – As required to meet District Standards.
- Q. **Parking** – As required to meet District Standards.
- R. **Built-ins**
 - 1. Provide base cabinet with lockable doors and adjustable shelves and upper cabinets with lockable doors and adjustable shelves.
 - 2. Provide built-in bookcase, 5'L x 15"D x 40"H with adjustable shelves.
 - 3. Provide computer counter to accommodate four (4) computers and two (2) printers (14'W x 30"D). The counter shall have grommets for wire management.
 - 4. Provide TV/Multimedia cabinet, approximately 48" in height with the TV monitor sitting on top of the cabinet. The TV/Multimedia cabinet shall include lockable doors with adjustable shelving for multimedia equipment. The TV/Multimedia cabinet shall also have grommets for wire management. The TV/Multimedia cabinet shall be located along or near the teaching wall
- R. **Other Considerations** - N/A

SPATIAL RELATIONSHIPS

General Classrooms



MS – Material Storage
TP – Teacher Planning
Not all spaces are shown

RESOURCE ROOMS

I. PROGRAM PHILOSOPHY

All students are entitled to receive appropriate educational services designed to achieve two major objectives: (1) the development of skills and competencies common to all citizens; (2) the development of skills and competencies unique to the students' individual potentialities.

II. PROGRAM GOALS

Students will be provided educational programs designed to meet their individual needs.

III. PROGRAM ACTIVITIES

Instruction will be provided in academic, vocational, living skills and enrichment curriculum areas.

IV. ORGANIZATIONAL NOMENCLATURE

Teacher - Student Ratio 1:15
Grade Levels For Which Program Is Intended 6-12

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

N/A

VI. JUSTIFICATION FOR VARIANCE FROM STATE REQUIREMENTS FOR EDUCATIONAL FACILITIES (S.R.E.F.)

A. Combine Material Storage into classroom to create a larger room.

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
LAKE SHORE ANNEX						
	Resource Rooms					
1	Resource Room		480	480		
1	Material Storage		90	90		
	TOTAL		570	570		0

DRAFT SCHEDULED FOR JANUARY 2005 BOARD MEETING

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE						
	Resource Rooms					
2	Resource Room		480	960		
2	Material Storage		90	180		
	TOTAL		570	1,140		0

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Resource Room

No. of Items	Contractor Provided	District Provided (FF&E)	Description
15		X	Student desk combos
1		X	Teacher desk and chair
1		X	Stool, 30"
1		X	Table, 30"W x 72"L
6		X	Chair
1		X	File cabinet, four-drawer, legal, lateral, lockable
4		X	Computer
2		X	Printer
1	X		Teacher storage cabinet, 36"W x 30"D x 72"H, with adjustable shelving, lockable
2	X		Marker board, 4' x 8', with map rail and flag holder
2	X		Tack Board, 4' x 4'
1	X		6' x 8' Video Format Screen with black masking borders
1	X		Pencil sharpener with proper backing
1	X		Clock, battery
1	X		TV/Multimedia cabinet (refer to General Considerations)
	X		Built-ins (refer to special considerations)

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL.**

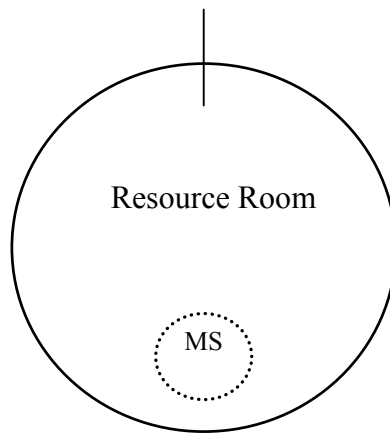
- A. **Heating/Cooling/Ventilation** - As required to meet District Standards.
- B. **Acoustical** - As required to meet District Standards.
- C. **Floor** - As required to meet District Standards.
- D. **Walls** - As required to meet District Standards.
- E. **Ceiling** - As required to meet District Standards.

- F. **Lighting** - As required to meet District Standards.
- G. **Windows** - As required to meet District Standards.
- H. **Doors** - As required to meet District Standards.
- I. **Water/Plumbing Fixtures** - As required to meet District Standards.
- J. **Communications** -. As required to meet District Standards.
- K. **Electrical** - As required to meet District Standards.
- L. **Instructional Technology** - As required to meet District Standards.
- M. **Gas and Air** - As required to meet District Standards
- N. **Safety** – As required to meet District Standards.
- O. **Fencing** - As required to meet District Standards.
- P. **Service Drives** – As required to meet District Standards.
- Q. **Parking** - As required to meet District Standards.
- R. **Built-ins**
 - 1. Provide base cabinet with lockable doors and adjustable shelves and upper cabinets with lockable doors and adjustable shelves.
 - 2. Provide built-in bookcase, 5'L x 15"D x 40"H with adjustable shelves.
 - 3. Provide computer counter to accommodate four (4) computers and two (2) printers (14'W x 30"D). The counter shall have grommets for wire management.
 - 4. Provide TV/Multimedia cabinet, approximately 48" in height with the TV monitor sitting on top of the cabinet. The TV/Multimedia cabinet shall include lockable doors with adjustable shelving for multimedia equipment. The TV/Multimedia cabinet shall also have grommets for wire management. The TV/Multimedia cabinet shall be located along or near the teaching wall
- S. **Other Considerations**

N/A

SPATIAL RELATIONSHIPS

Resource Room



MS – Material Storage
Not all spaces are shown

COMPUTER EDUCATION
Skills Development Laboratory

I. PROGRAM PHILOSOPHY

All students shall have the opportunity to gain an understanding of capabilities, applications and social impact of computer technology. As our technology increases more rapidly, it is important for a person to adapt to this changing technology.

II. PROGRAM GOALS

Students will have an opportunity to:

- A. Study computer capabilities and limitations
- B. Investigate computer-related careers
- C. Develop problem solving ability with computers
- D. Acquire a desire for optimum development in computer education
- E. Study different computer languages
- F. Be creatively challenged commensurate with ability.

III. PROGRAM ACTIVITIES

The following courses will be taught in Computer Laboratory:

- A. Computer Applications I/II
- B. Computer Programming I, II & III
- C. Emergent Technologies
- D. Advanced Placement Computer Science

IV. ORGANIZATIONAL NOMENCLATURE

Teacher - Student Ratio: 1:25

Grade Levels for Which Program is Intended: 6 - 12

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

N/A

VI. JUSTIFICATION FOR VARIANCE FROM STATE REQUIREMENTS FOR EDUCATIONAL FACILITIES (S.R.E.F.)

- A. Material Storage and Teacher Planning shall be folded into classroom to create a classroom of 900 NSF.

VIII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
LAKE SHORE ANNEX						
	<u>Skills/Computer Laboratory</u>					
2	Skills Development Laboratory & Storage		900	1,800	25	50
	TOTAL		900	1,800		50
WEST AREA SCHOOL OF CHOICE						
	<u>Skills/Computer Laboratory</u>					
2	Skills Development Laboratory & Storage		900	1,800	25	50
	TOTAL		4,640	6,680		50

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Laboratory

No. of Items	Contractor Provided	District Provided (FF&E)	Description
30		X	Workstation with wire management
1		X	Activity Table
1		X	Teacher desk/workstation with chair
2		X	File cabinet, four-drawer, legal, lateral, lockable
30		X	Chair, stackable
30		X	Computers
4		X	Printers
1	X		Marker Board, 4' x 16', with map rails and flag holder.
2	X		Tack Board, 4' x 4'
1	X		6' x 8' video format screen with black masking borders
1	X		Pencil sharpener with proper backing
2	X		Teacher storage cabinet, 36"W x 30"D x 72"H, with adjustable shelving, lockable
1	X		Clock, battery
1	X		TV/Multimedia cabinet (refer to General Considerations)
	X		Built-ins (refer to special considerations)

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

Refer to GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL.

- A. Heating/Cooling/Ventilation – As required to meet District Standards.
- B. Acoustical - As required to meet District Standards.
- C. Floor - As required to meet District Standards.

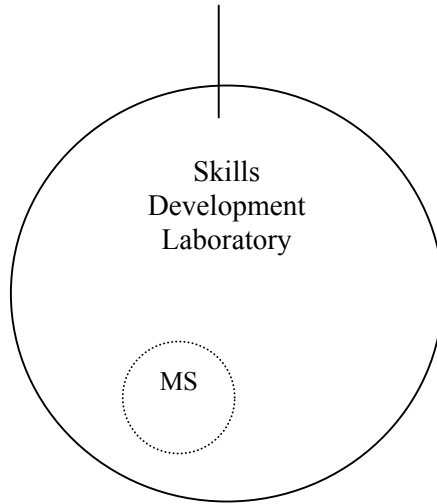
- D. **Walls** - As required to meet District Standards.
- E. **Ceiling** - As required to meet District Standards.
- F. **Lighting** - As required to meet District Standards.
- G. **Windows** - As required to meet District Standards.
- H. **Doors** - As required to meet District Standards.
- I. **Water/Plumbing Fixtures** – As required to meet District Standards.
- J. **Communications** - As required to meet District Standards.
- K. **Electrical** - As required to meet District Standards.
- L. **Instructional Technology** - As required to meet District Standards. Provide computer/data hook ups for student use to allow perimeter and/or peninsular set-up.
- M. **Gas and Air** - As required to meet District Standards.
- N. **Safety** - As required to meet District Standards.
- O. **Fencing** - As required to meet District Standards.
- P. **Service Drives** - As required to meet District Standards.
- Q. **Parking** - As required to meet District Standards.
- R. **Built-ins**
 - 1. Provide maximum upper cabinets with lockable doors and adjustable shelves with inside clearance of 14”.
 - 2. Provide TV/Multimedia cabinet, approximately 48” in height with the TV monitor sitting on top of the cabinet. The TV/Multimedia cabinet shall include lockable doors with adjustable shelving for multimedia equipment. The TV/Multimedia cabinet shall also have grommets for wire management. The TV/Multimedia cabinet shall be located along or near the teaching wall

S. **Other Considerations**

N/A

SPATIAL RELATIONSHIPS

Computer Skills Laboratory



MS = Material Storage

Not all spaces are shown

TEACHER PLANNING

I. PROGRAM PHILOSOPHY

Refer to overall. (Page 1)

II. PROGRAM GOALS

The goal is to provide teachers and staff with a comfortable and restful environment in which to mentally and physically relax during non-duty periods.

III. PROGRAM ACTIVITIES

The teacher planning areas shall provide spaces for the social and emotional development of teachers and staff. It also provides the opportunity for small group meetings and planning.

IV. ORGANIZATIONAL NOMENCLATURE

During the course of the day staff members will use the facilities. The number of people, at any one time, will vary.

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES - N/A

VI. JUSTIFICATION FOR VARIANCE FROM SREF REQUIREMENTS

N/A

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
LAKE SHORE ANNEX						
	<u>Teacher Planning</u>					
1	Teacher Planning			400		0
WEST AREA SCHOOL OF CHOICE						
	<u>Teacher Planning</u>					
1	Teacher Planning			400		
	TOTAL			400		

VIII. PROGRAM FURNITURE AND EQUIPMENT

No. of Items	Contractor Provided	District Provided (FF&E)	Description
		X	Vending machine(s)
1		X	Copier
		X	Computers
		X	Printers
1	X		Tack board, 4' x 6'
1	X		Clock, battery
1		X	Activity Table
	X		Built-ins (refer to special considerations)
1	X		Mirror & vanity in staff restroom

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL.**

- A. **Heating/Cooling/Ventilation** - As required to meet District Standards.
- B. **Acoustical** - As required to meet District Standards.
- C. **Floor** - As required to meet District Standards.
- D. **Walls** - As required to meet District Standards.
- E. **Ceiling** - As required to meet District Standards.
- F. **Lighting** - As required to meet District Standards.
- G. **Windows** - As required to meet District Standards.
- H. **Doors** - As required to meet District Standards.
- I. **Plumbing Fixtures/Water** - As required to meet District Standards.
- J. **Communications** - As required to meet District Standards.
- K. **Electrical** - As required to meet District Standards.
- L. **Instructional Technology** - As required to meet District Standards..
- M. **Gas and Air** - As required to meet District Standards.
- N. **Safety** - As required to meet District Standards.
- O. **Fencing** - As required to meet District Standards.

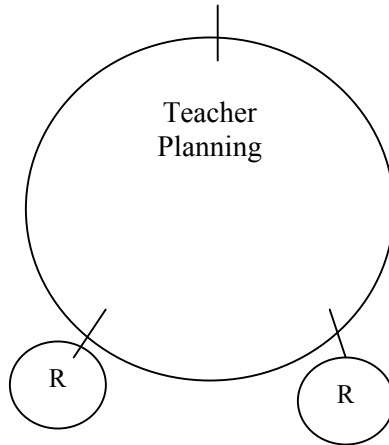
P. **Service Drives** - As required to meet District Standards.

Q. **Parking** - As required to meet District Standards.

P. **Built-ins** -

1. Provide mirror and shelf over sinks.
2. Full-length mirror in restroom.
3. Provide teacher carrels with pedestal to accommodate ten (10) teachers with computer and printer. Provide lockable upper cabinets above teacher carrels. The teacher carrels shall have grommets for wire management.
4. Teacher Planning shall be located next to the Satellite Administrative Suites.

SPATIAL RELATIONSHIPS
Teacher Planning



CONSTRUCTION – ACADEMY PROGRAM

I. PROGRAM PHILOSOPHY

The construction cluster includes the vocational programs of HVAC, electrical wiring, plumbing and construction provides an opportunity for students to secure jobs and provides leadership training experiences in these areas of the construction field.

II. PROGRAM GOALS

The purpose of this program is to prepare students for employment in these construction fields.

III. PROGRAM ACTIVITIES

- A. Carpentry/Cabinetmaking 1-7
- B. A/C, Heating & Refrigeration 1-7
- C. Plumbing & Pipe System 1-7
- D. Electricity 1-8

IV. ORGANIZATION NOMENCLATURE

Teacher - Student Ratio 1:24
Grade Levels for Which Program Is Intended 6 - 12

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

Senior projects and/or multiple construction projects throughout each year for up to four levels of studies simultaneously.

VI. JUSTIFICATION FOR VARIANCE FROM THE STATE REQUIREMENTS FOR EDUCATIONAL FACILITIES (S.R.E.F.)

- A. Provide a 300 NSF fenced area for a slab with roof to hold masonry walls from project storage and tool storage NSF.
- B. Provide a 300 NSF fenced area for a slab with roof to hold construction projects and supplies from project storage and tool storage NSF.

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
LAKE SHORE ANNEX						
	Construction Academy Program					
1	Construction Laboratory		3,240	3,240	24	24
1	Material Storage		245	245		
1	Project Storage		245	245		
1	Tool Storage		245	245		
1	Flammable Storage		120	120		
1	Technical Resource		675	675		
1	Lockers		375	375		
	TOTAL			5,145		24
	Electrical Academy Program					
1	Electrical Laboratory		3,240	3,240	24	24
1	Material Storage		245	245		
1	Project Storage		245	245		
1	Tool Storage		245	245		
1	Flammable Storage		120	120		
1	Technical Resource		675	675		
1	Lockers		375	375		
	TOTAL			5,145		24

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Electrical Wiring

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Workbenches, 6' with vices
		X	Various hand tools
1	X		Vices, mounted to floor
1	X		Eye wash stations
2	X		Double industrial sink
1	X		Fire Extinguisher
1	X		Fire Blanket
1	X		First aid kit, mounted
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

B. Construction/Carpentry

No. of Items	Contractor Provided	District Provided (FF&E)	Description
8		X	Workbenches, 6' with vices
		X	Various hand tools
		X	Various saws
1		X	Shop fans, portable, industrial size
2		X	Compressor
1	X		Eye wash stations
2	X		Double industrial sink
1	X		Fire Extinguisher
1	X		Fire Blanket
1	X		First aid kit, mounted
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

C. Masonry

No. of Items	Contractor Provided	District Provided (FF&E)	Description
8		X	Workbenches, 6' with vices
		X	Various hand tools
		X	Various saws
1	X		Eye wash stations
2	X		Double industrial sink
1	X		Fire Extinguisher
1	X		Fire Blanket
1	X		First aid kit, mounted
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

D. Plumbing

No. of Items	Contractor Provided	District Provided (FF&E)	Description
8		X	Workbenches, 6' with vices
		X	Various hand tools
		X	Various saws
		X	Vices
1	X		Eye wash stations
2	X		Double industrial sink
1	X		Fire Extinguisher
1	X		Fire Blanket
1	X		First aid kit, mounted
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

E. HVAC

No. of Items	Contractor Provided	District Provided (FF&E)	Description
8		X	Workbenches, 6' with vices
		X	Various hand tools
		X	Various saws
1	X		Eye wash stations
2	X		Double industrial sink
1	X		Fire Extinguisher
1	X		Fire Blanket
1	X		First aid kit, mounted
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

F. Technical Resource/Computer Lab

No. of Items	Contractor Provided	District Provided (FF&E)	Description
28		X	Workstation with wire management
1		X	Teacher desk/workstation with chair
2		X	File cabinet, four-drawer, legal, lateral, lockable
28		X	Chair, stackable
28		X	Computers
4		X	Printers
2	X		Marker board, 4' x 8', with map rails and flag holder.
2	X		Tack Board, 4' x 4'
1	X		6' x 8' Video Format Screen with black masking borders
1	X		Pencil sharpener with proper backing
2	X		Teacher storage cabinet, 36"W x 30"D x 72"H, with adjustable shelving, lockable
1	X		Fire Extinguisher
1	X		Fire Blanket
1	X		First aid kit, mounted
1	X		Clock, battery
1	X		TV/Multimedia cabinet (refer to General Considerations)
	X		Built-ins (refer to special considerations)

Consult with SDPBC Program Management (Construction Liaison at-large) for additional Furniture, Fixtures and Equipment.

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL.**

A. Heating/Cooling/Ventilation - As required to meet District Standards. Provide dust collecting system and exhaust system.

B. Acoustical - As required to meet District Standards.

- C. **Floor** - As required to meet District Standards.
- D. **Walls** - As required to meet District Standards.
- E. **Ceiling** – As required to meet District Standards. Laboratory ceiling shall be 16’ in height.
- F. **Lighting** - As required to meet District Standards. A master switch shall be located near the entrance.
- G. **Windows** - As required to meet District Standards. Exterior windows provided in the laboratory areas shall have a means of light control. Provide observation windows from related classroom into laboratory.
- H. **Doors** - As required to meet District Standards. Doors to laboratory must be wide enough for delivery of supplies and movement of equipment; receiving door shall be 14’ in height and 12’ wide.
- I. **Water/Plumbing Fixtures** - As required to meet District Standards
 - 1. **Laboratory**: Provide floor drain and hose bibb (CW) in each section of laboratory, more in HVAC and plumbing laboratory.
 - 1. **Restroom**: Provide water closet and lavatory (HW & CW) and walk-in shower (F.A.C.B.C. accessible).
 - 3. Provide hose bibbs at the outside slab areas.
- J. **Communications**. As required to meet District Standards.
- K. **Electrical** - As required to meet District Standards. Electrical outlets shall be placed approximately every 6’ around the laboratory area at standard height except for above the workbenches. Special outlets and wiring are provided for heavy equipment. (**See: VIII. PROGRAM FURNITURE AND EQUIPMENT**) Spare circuits shall be provided for future needs. Area switches shall be provided for future needs. Provide 230 volt, 30 amp service and 50 amp service in HVAC and electrical laboratories. Provide drop down double outlets for and HVAC and electrical laboratories for equipment testing/service.
- L. **Instruction Technology** - As required to meet District Standards.
- M. **Gas and Air** - As required to meet District Standards. Provide compress outlets in laboratory.
- N. **Safety** - As required to meet District Standards. Particularly hazardous equipment shall be clearly designated by bright color.
- O. **Fencing** - As required to meet District Standards. Provide enclosed slab areas.
- P. **Service Drives** - As required to meet District Standards. Easy access to back entrance for delivery of equipment and supplies.

Q. **Parking** – As required to meet District Standards.

R. **Built-ins** -

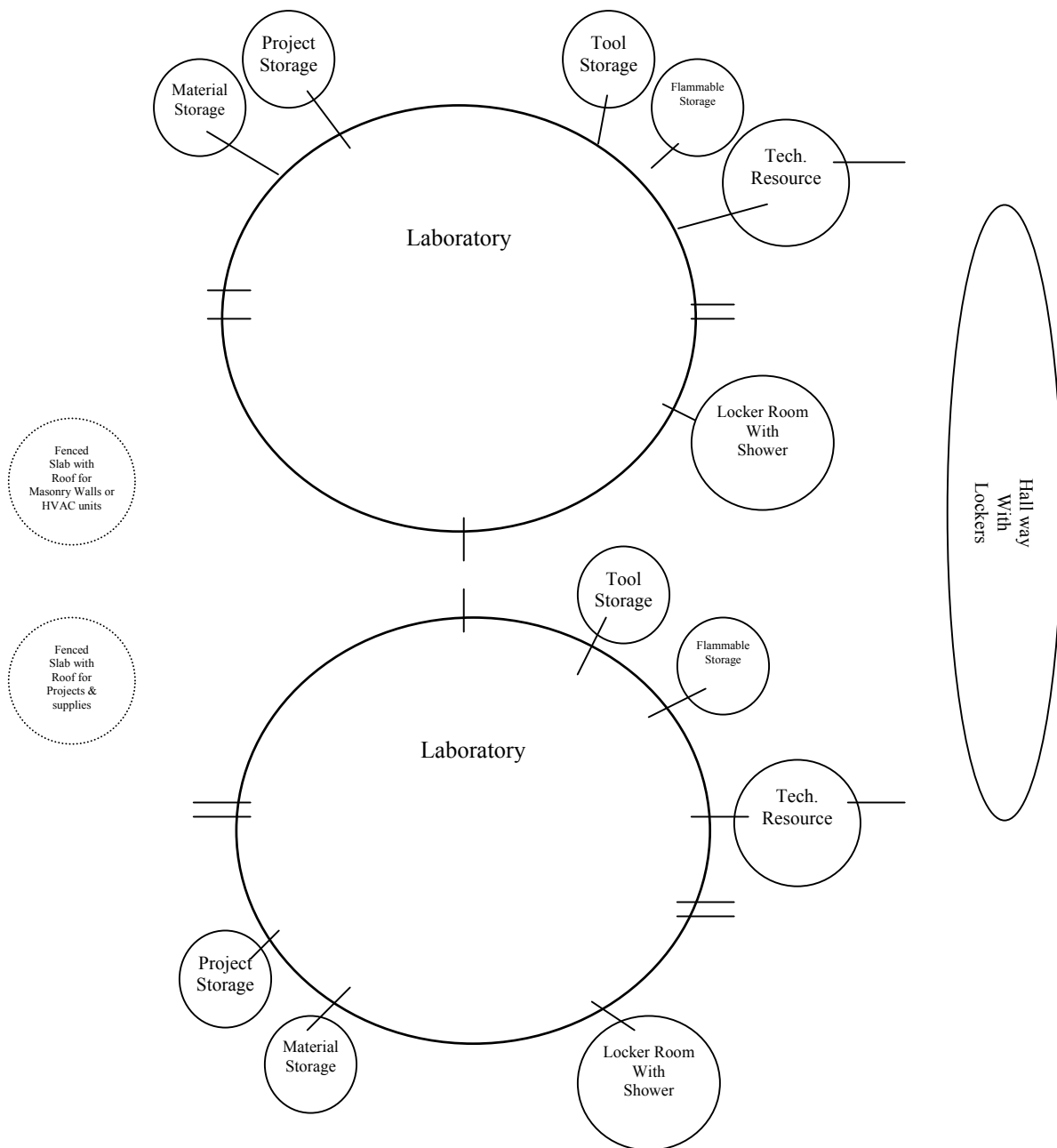
1. **Storage Rooms:** Provide metal shelving with adjustable shelving. Provide upper and base cabinets with adjustable shelving, lockable.
2. **Related Classroom/Computer:**
 - a. Provide base cabinet with doors, lockable and adjustable shelves, 34"H, and upper cabinets with doors, lockable and adjustable shelves.
 - b. Provide built-in bookcase, 5'L x 15"D x 40"H with adjustable shelves.
 - c. Provide TV/Multimedia cabinet, approximately 48" in height with the TV monitor sitting on top of the cabinet. The TV/Multimedia cabinet shall include lockable doors with adjustable shelving for multimedia equipment. The TV/Multimedia cabinet shall also have grommets for wire management. The TV/Multimedia cabinet shall be located along or near the teaching wall

S. **Other Considerations** –

Provide ½ high wall size lockers in the hallway outside of career cluster.

SPATIAL RELATIONSHIPS

Construction Academy Program



COSMETOLOGY – ACADEMY PROGRAM

I. PROGRAM PHILOSOPHY

The cosmetology occupation program provides an opportunity for students to secure jobs and provides occupational experience in the cosmetology field through actually operational laboratory, cosmetology salon and barbering shop.

II. PROGRAM GOALS

The purpose of this program is to prepare students for employment as cosmetologists, nail technicians, barber and facial specialist or to prepare students for further education in the cosmetology field.

III. PROGRAM ACTIVITIES

- A. Cosmetology
- B. Facial Specialty
- C. Nail Specialty
- D. Barbering

IV. ORGANIZATIONAL NOMENCLATURE

Teacher - Student Ratio 1:20

Grade Levels for Which Program Is Intended 6 - 12

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

- A. Entrepreneurship, marketing and sales

VI. JUSTIFICATION FOR VARIANCE FROM STATE REQUIREMENTS FOR EDUCATIONAL FACILITIES (S.R.E.F.)

- A. Create a Nail Laboratory and Facial Laboratory.
- B. Create a computer room from related classroom NSF.
- C. Create a reception area.
- D. Create washer/dryer and linen storage from material storage.
- E. Create a dispensary from tool storage.
- F. Create a kit storage.

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE						
	Cosmetology Academy Program					
1	Cosmetology Laboratory		1,800	1,800	20	20
1	Material Storage		155	155		
1	Washer/Dryer, Linen Storage (from Material Storage)		395	395		
1	Dispensary (from Tool Storage)		195	195		
1	Project Storage		310	310		
1	Related Classroom		675	675		
	TOTAL			3,530		20

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Laboratory

No. of Items	Contractor Provided	District Provided (FF&E)	Description
10	X		Barbering chairs with sinks
65	X		Cosmetology chairs
20	X		Drying chairs
30	X		Shampoo chairs
1	X		Fire Extinguisher
1	X		Fire Blanket
1	X		First aid kit, mounted
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

B. Teacher Observation

No. of Items	Contractor Provided	District Provided (FF&E)	Description
3		X	Chair
3		X	Computer and printer

C. Reception Area

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1	X		Reception desk
1		X	Computer and printer
1		X	Chair

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No. of Items	Contractor Provided	District Provided (FF&E)	Description
5		X	Chairs for clients
1		X	Cash register
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

D. Facial Area

No. of Items	Contractor Provided	District Provided (FF&E)	Description
10		X	Facial beds
10	X		Facial Sinks
2	X		Make up chairs with mirror
		X	Chair for work on back
1	X		Teacher station for facial demonstration
1	X		Double sink with goose neck (HW and CW)
2	X		Marker board, 4' x 8', with map rails and flag holder.
2	X		Tack Board, 4' x 4'
1	X		6' x 8' Video Format Screen with black masking borders
1	X		Pencil sharpener with proper backing
2	X		Teacher storage cabinet, 36'W x 30"D x 72"H, with adjustable shelving, lockable
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

E. Nail Area

No. of Items	Contractor Provided	District Provided (FF&E)	Description
20	X		Nail stations with built-in venting and electrical outlets
20		X	Chairs
20		X	Overhead lights
		X	Chair for work on back
5		X	Pedicure stations, portable
5	X		Pedicure stations, built-in
1	X		Teacher station for nail/pedicure demonstration
1	X		Double sink with goose neck (HW and CW)
2	X		Marker board, 4' x 8', with map rails and flag holder.
2	X		Tack Board, 4' x 4'
1	X		6' x 8' Video Format Screen with black masking borders
1	X		Pencil sharpener with proper backing
2	X		Teacher storage cabinet, 36'W x 30"D x 72"H, with adjustable shelving, lockable
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

F. Related Classroom/Computer Room

No. of Items	Contractor Provided	District Provided (FF&E)	Description
20		X	Workstation with wire management
1		X	Teacher desk/workstation with chair
2		X	File cabinet, four-drawer, legal, lateral, lockable
20		X	Chair, stackable
20		X	Computers
4		X	Printers
2	X		Marker board, 4' x 8', with map rails and flag holder.
2	X		Tack Board, 4' x 4'
1	X		6' x 8' Video Format Screen with black masking borders
1	X		Pencil sharpener with proper backing
2	X		Teacher storage cabinet, 36"W x 30"D x 72"H, with adjustable shelving, lockable
1	X		Fire Extinguisher
1	X		Fire Blanket
1	X		First aid kit, mounted
1	X		Clock, battery
1	X		TV/Multimedia cabinet (refer to General Considerations)
	X		Built-ins (refer to special considerations)

G. Washer/Dryer & Linen Storage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
2	X		Washer, commercial, 50 lbs.
2	X		Dryer, commercial, 50 lbs.
		X	Towels, various sizes
		X	Sheets, various sizes
	X		Built-ins (refer to special considerations)

Consult with SDPBC Program Management (Construction Liaison at-large) for additional Furniture, Fixtures and Equipment.

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

Refer to GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL.

- A. **Heating/Cooling/Ventilation** - As required to meet District Standards. Provide vent/exhaust system for nail laboratory.
- B. **Acoustical** - As required to meet District Standards.
- C. **Floor** - As required to meet District Standards.

- D. **Walls** - As required to meet District Standards.
- E. **Ceiling** – As required to meet District Standards.
- F. **Lighting** - As required to meet District Standards. Use natural light bulbs.
- G. **Windows** - As required to meet District Standards. Observation window from related classroom and computer room to laboratory.
- H. **Doors** - As required to meet District Standards.
- I. **Water/Plumbing Fixtures** - As required to meet District Standards.
 - 1. **Laboratory**: All sinks with HW and CW.
 - 2. **Restroom**: Provide water closet and lavatory (HW & CW).
 - 3. **Dispensary**: Double sink with goose neck (HW and CW)
- J. **Communications**. As required to meet District Standards. Two phone connections for outside calls in reception area. Phone jack in teacher observation area.
- K. **Electrical** - As required to meet District Standards. Provide electrical outlets (4 each) at each station in the laboratory for hair dryer, curling iron, etc.
- L. **Instruction Technology** - As required to meet District Standards.
- M. **Gas and Air** - As required to meet District Standards.
- N. **Safety** – As required to meet District Standards.
- O. **Fencing** – As required to meet District Standards.
- P. **Service Drives** - As required to meet District Standards. Easy access to driveway and parking lot for customers.
- Q. **Parking** - As required to meet District Standards. Space (50) provided for customers.
- R. **Built-ins** -
 - 1. **Reception Area**: Provide reception desk with adjustable shelving, lockable display case. Desk should have lockable drawers. Provide display case, lockable, adjustable shelving on wall.
 - 2. **Nail Laboratory**: Provide built-in lockable storage with adjustable shelving. Provide lockable flammable storage cabinet. Provide counter and sink area with adjustable shelving, lockable cabinets. Provide display case, lockable, adjustable shelving.

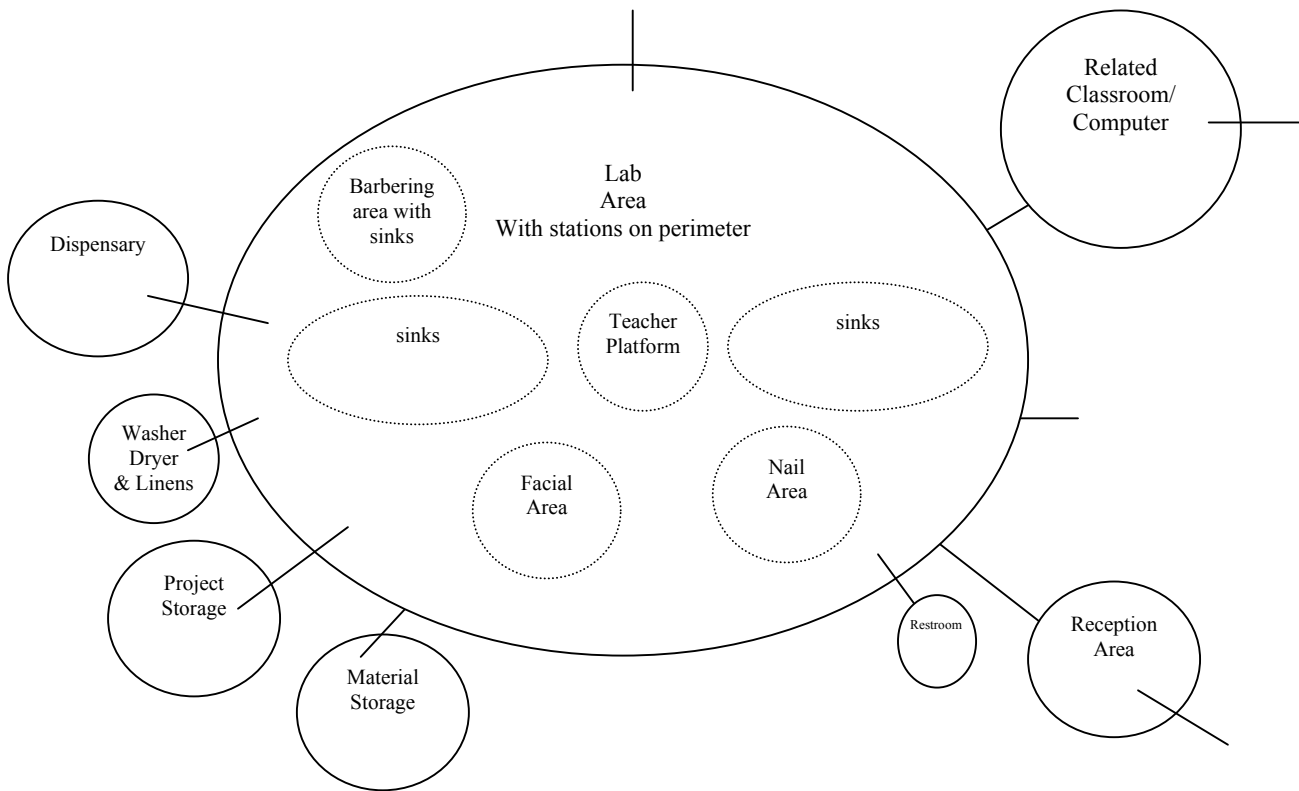
3. **Facial Laboratory**: Provide built-in lockable storage with adjustable shelving. Provide lockable flammable storage cabinet. Provide counter and sink area with adjustable shelving, lockable cabinets. Provide display case, lockable, adjustable shelving.
4. **Computer Room**: Provide base cabinet with doors, lockable and adjustable shelves, 34"H, and upper cabinets with doors, lockable and adjustable shelves. Provide built-in bookcase, 5'L x 15"D x 40"H with adjustable shelves. Provide TV/Multimedia cabinet, approximately 48" in height with the TV monitor sitting on top of the cabinet. The TV/Multimedia cabinet shall include lockable doors with adjustable shelving for multimedia equipment. The TV/Multimedia cabinet shall also have grommets for wire management. The TV/Multimedia cabinet shall be located along or near the teaching wall
5. **Product Storage**: Provide metal adjustable shelving and along perimeter (12" depth) and interior (24" depth).
6. **Dispensary**: Provide base cabinets with upper shelving on the wall. Provide flammable storage. Provide base cabinet with sink with upper shelving
7. **Kit storage**: Provide metal adjustable shelving and along perimeter (30" depth) and interior (30" depth).
8. **Laboratory**: Provide built-in cosmetology stations with cabinets, mirrors, electrical and hole in counter for curling iron and dryer. Provide built-in barbering stations with cabinets, mirrors, electrical and wet booth. Sink area with product storage on back of sinks and storage cabinets to hold towels on the sides.
9. Provide teacher platform with built-in desk with lockable drawers.

S. Other Considerations

1. Provide ½ high wall lockers on the outside corridor for student's equipment, i.e. mannequin.

SPATIAL RELATIONSHIPS

Cosmetology



TEEN PARENT PROGRAM

I. PROGRAM PHILOSOPHY

Refer to page 1

II./III. PROGRAM GOALS/ACTIVITIES

The purpose is to provide knowledge, attitudes, and skills in the development, care, and guidance of children to the students. The content includes, but is not limited to, understanding children's physical, mental, emotional, and social growth and development, as well as their care and guidance in parenting. The program draws on aspects of the social and biological sciences. Observation and actual experiences with children and their parents are integral parts. Activities provide instruction in the use of equipment, including audio-visual equipment, media materials, personal computers, and child-care equipment.

The purpose of this program is to develop an understanding of parenting and related skills involved. These activities involve balancing work and family responsibilities as an employability skill. Activities will include; the dual roles of males and females as homemakers and wage earners, a plan for child care and parenting skills, nurturing and protective environment, positive parenting skills and support systems available.

IV. ORGANIZATIONAL NOMENCLATURE

Teacher - Student Ratio: varies

Grade Levels for Which Program Is Intended 6 - 12

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

N/A

VI. JUSTIFICATION FOR VARIANCE FROM STATE REQUIREMENTS FOR EDUCATIONAL FACILITIES (S.R.E.F.)

N/A

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA SCHOOL OF CHOICE						
	<u>Teen-Parent Program</u>					
1	Infants Area		280	280		
1	Toddlers Area		256	256		
1	Infant Napping Area		160	160		
1	Toddler Napping Area		160	160		
1	Isolation Area		150	150		

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Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
1	Food Prep Area		200	200		
2	Children's Restrooms		35	70		
	Restroom, Staff (from allotment)					
	TOTAL			1,276		

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Infant/Toddler Areas

No. of Items	Contractor Provided	District Provided (FF&E)	Description
10-20		X	Student chair
1		X	Teacher desk and chair
1		X	Stool, 30"
2-5		X	Tables
1		X	Chair, child's rocking, 13" x 11" x 23"
1		X	Carpet, 9' x 12'
1		X	Cart, utility, with swivel casters, 35" x 31"
4		X	Table, pre-school height, round 48"
1		X	File cabinet, four-drawer, legal, lateral, lockable
2		X	Computer table, child size
2	X		Bookcase, 30"H x 12"D x 48"W
		X	Indoor Play Equipment (Housekeeping, kitchen, blocks, etc.)
2		X	Computer
1		X	Printer
2	X		Teacher storage cabinet, 36"W x 30"D x 72"H, with adjustable shelving, lockable
2	X		Marker board, 4' x 8', with map rail and flag holder
2	X		Tack Board, 4' x 4'
1	X		Message Board outside of door
1	X		6' x 8' Video Format Screen with black masking borders
1	X		Pencil sharpener with proper backing
1	X		Clock
	X		Outdoor Playground Equipment
		X	Outdoor Play Equipment (tricycles, etc)
1	X		TV/Multimedia cabinet (refer to General Considerations)
	X		Built-ins (refer to special considerations)

B. Food Prep Area (Kitchen)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1	X		Microwave
1	X		Refrigerator, 22 cu. ft.
1	X		Dishwasher, residential

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No. of Items	Contractor Provided	District Provided (FF&E)	Description
1	X		Stainless steel, double bowl, sink with separate goose neck faucets (CW)
	X		Built-ins (refer to special considerations)

C. Outside Storage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
	X		Adjustable metal shelving for outdoor play equipment and supplies

Consult with district staff for additional Furniture, Fixtures and Equipment.

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

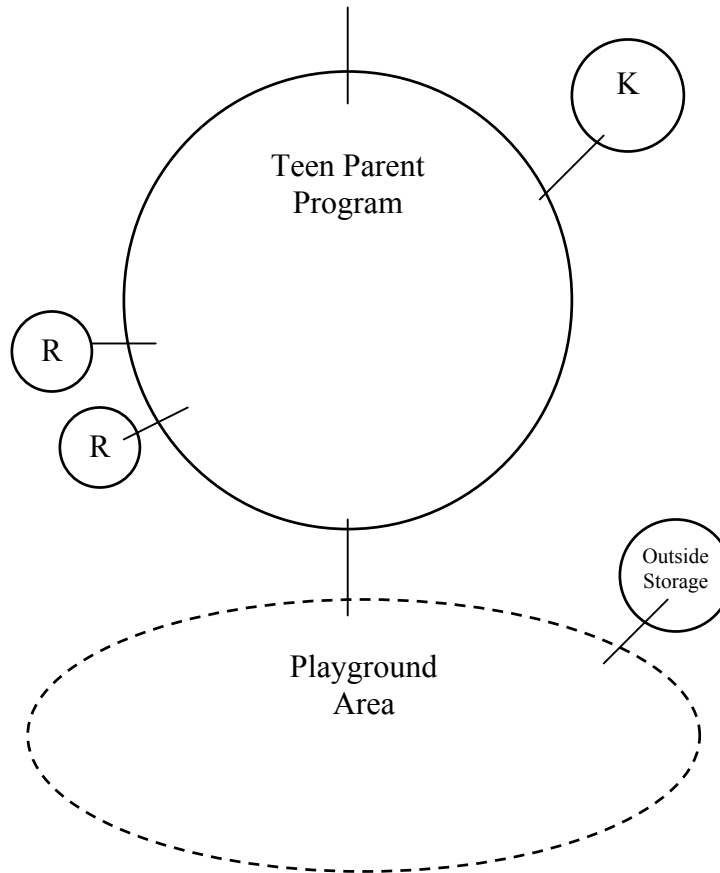
Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL.**

- A. **Heating/Cooling/Ventilation** - As required to meet District Standards.
- B. **Acoustical** - As required to meet District Standards.
- C. **Floor** - As required to meet District Standards.
- D. **Walls** - As required to meet District Standards.
- E. **Ceiling** - As required to meet District Standards.
- F. **Lighting** - As required to meet District Standards.
- G. **Windows** - As required to meet District Standards.
- H. **Doors** - As required to meet District Standards. Dutch doors located in Child Care Learning Laboratory kitchen.
- I. **Water/Plumbing Fixtures** - As required to meet District Standards.
 - 1. Provide single sink with control key faucet (CW) and hose bibb with control key operator on outside patio.
 - 2. Provide restrooms to be used by the small children.
- J. **Communications** - As required to meet District Standards.
- K. **Electrical** - As required to meet District Standards.
- L. **Instructional Technology** – As required to meet District Standards.

- M. **Gas and Air** - As required to meet District Standards.
- N. **Safety** - As required to meet District Standards
- O. **Fencing / Outside Area** - As required to meet District Standards. In outdoor play area provide a chain link fence, 6', with child-proof gate.
- P. **Service Drives** - As required to meet District Standards.
- Q. **Parking** - As required to meet District Standards. Drop-off and parking for parents shall be located near Teen-Parent Program area.
- R. **Built-ins**
 - 1. **Built-in work and storage**
 - A. **Infant & Toddler Area**
 - (1) Provide storage cabinet(s), 32" h x 24" d x 60" w, sliding doors (for toys and instructional materials).
 - (2) Provide cubbyholes, 15"H x 15"W x 15"D and no higher than 40" from floor.
 - (3) Provide case cabinet, 24"H, with sink, open shelves above and below
 - (4) Provide counter space, with cabinets below, approximately, 12"W x 30"D x 30"H, unless otherwise noted.
 - (5) Provide bookcases with adjustable shelves, (5'L)
 - (6) Provide TV/Multimedia cabinet, approximately 48" in height with the TV monitor sitting on top of the cabinet. The TV/Multimedia cabinet shall include lockable doors with adjustable shelving for multimedia equipment. The TV/Multimedia cabinet shall also have grommets for wire management. The TV/Multimedia cabinet shall be located along or near the teaching wall
- S. **Other Considerations**
 - 1. Provide playground equipment and poured in place that shall meet F.A.C.B.C., Risk Management, MPO and Building Department standards.
 - 2. Provide an overhang area adjacent to the playground equipment for covered outdoor activities.

SPATIAL RELATIONSHIPS

Teen Parent Program



K = Kitchen
R = Restroom

ANCILLARY ADMINISTRATIVE

I. PROGRAM PHILOSOPHY

Refer to overall.

II. PROGRAM GOALS

Refer to overall.

III. PROGRAM ACTIVITIES

A. Administration

1. Reception of public
2. Reception of students
3. Secretarial and clerical duties
4. Accounting duties
5. Filing and office storage
6. Office activities for:
7. Data processing/computer area
8. Record keeping and storage
9. Mail distribution
10. Duplicating production
11. Textbook processing and storage
12. Conference (individual and small group)
13. Key and security control
14. Job placement follow-up
15. Dissemination of educational, career and personal/social information
16. Liaison activities between school district and community agencies

IV. ORGANIZATIONAL NOMENCLATURE

Number of Students Served Per Day Total Varies
Number of Persons Served at one time Varies

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

N/A

VI. JUSTIFICATION FOR VARIANCE FROM STATE REQUIREMENTS FOR EDUCATIONAL FACILITIES (S.R.E.F.)

N/A

VII. PROGRAM FACILITIES LIST

Spaces	Description	SREF Sq. Ft. Total	Proposed		Proposed	
			Sq. Ft. Per Unit	Sq. Ft. Total	Stu. Sta. Unit	Stu. Stat. Total.
WEST AREA ADMINISTRATION OFFICE						
1	Reception / Secretary			250		0
1	Area Superintendent Office			300		
1	Area Superintendent Secretary			158		
2	Coordinator		175	350		
1	Secretarial Clerk		125	125		
1	Conference Room			300		
1	Production Workroom			200		
1	Admin Storage			100		
1	Vault Storage			100		
6	Resource Teachers		125	750		
	Restrooms (from allotment)					
	TOTAL			2,633		0
WEST AREA ESE OFFICES						
1	Reception / Secretary			250		0
4	Administration Offices		175	700		
3	Secretary		158	474		
21	Resource Teachers		125	2,625		
1	Coordinator			175		
1	Conference Room			200		
1	Production Workroom			200		
1	Admin Storage			100		
1	Vault Storage			100		
	Restrooms (from allotment)					
	TOTAL			4,824		0
MIGRANT SERVICES OFFICE						
1	Reception / Secretary			250		0
1	Administrative Office			175		
3	Specialists		125	375		
5	Unit Leaders		80	400		
12	Community Resource		64	768		
1	Language Interpreter		64	64		
1	Facilitator		64	64		
6	Teachers		64	384		
1	Secretary		48	48		
1	Conference Room		200	200		
1	Production Workroom		200	200		
1	Admin Storage			100		
1	Vault Storage			100		
2	Staff Development / Instructional		900	1,800		
1	Covered Pavilion			1,600		
	Restrooms (from allotment)					
	TOTAL			6,528		0

VIII. PROGRAM FURNITURE AND EQUIPMENT

A. Area Superintendent

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Desk/workstation with chair
4		X	Side arm chair
1		X	File Cabinet, four drawer, legal, lateral & lockable
1		X	Computer & Printer
1		X	Bookcase
1		X	Table, round, 42"-48"
1	X		Tack board, 3' x 4'
1	X		Clock

B. Administrative Offices, Coordinator, ESE Office, Migrant Services Office & Secretary

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Desk/workstation with chair
2		X	Side arm chair
1		X	File Cabinet, four drawer, legal, lateral & lockable
1		X	Computer & Printer
1		X	Bookcase
1		X	Small table for group activities
1	X		Tack board, 3' x 4'
1	X		Clock

C. Reception/Secretary Area (per)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
5		X	Chairs for visitors
1		X	End table
1		X	Computer & Printer
1		X	Bookcase
1	X		Tack Board, 3' x 4'
1	X		Recessed glass enclosed trophy case, approximately, 4' x 8', shatterproof glass (administrative only)
1	X		Recessed Display Case, 6'w x 4'h (located in main and student service reception area)
1	X		Clock, battery
	X		Built-ins (refer to special considerations)

D. Production Workroom

No. of Items	Contractor Provided	District Provided (FF&E)	Description
1		X	Collator
2		X	Copier
1		X	Paper cutter
4		X	Work table
6		X	Chairs
1	X		Double sink with goose neck faucet (HW/CW)
2		X	Vending machines
1	X		Refrigerator, residential, 22 cubic ft
1		X	Microwave
1		X	Computer
1		X	Printer
1	X		Tack board, 6' x 4' (located near staff mailboxes)
1	X		Staff mailboxes (10 for West Area Office; 46 for West Area ESE Office & 36 for Migrant Services) set on a 30"H x 24"D counter with larger cubby/mailboxes underneath to receive large packages. Mailboxes shall be 4"h x 14" d x 12" w clear inside
1	X		Drop Safe (refer to built-in for details)
1	X		Clock
	X		Built-ins (refer to special considerations)

E. Conference Room (per)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
2		X	Conference table
14-16		X	Conference chairs
1	X		Under counter refrigerator
1	X		Marker Board, 4' x 8' with tack strip
1	X		6' x 8' video format screen with black masking borders
1	X		Clock
	X		Built-ins (refer to special considerations)

F. Administrative Storage

No. of Items	Contractor Provided	District Provided (FF&E)	Description
4		X	File cabinet, four-drawer, legal, lateral, lockable
1		X	Stamp machine
		X	Two-way radios
1		X	Radio charger
2	X		Storage cabinet with shelves
	X		Built-ins (refer to special considerations)

G. Vault/Student Records

No. of Items	Contractor Provided	District Provided (FF&E)	Description
12		X	File cabinet, four-drawer, legal, lateral, lockable or moveable records filing system or high density filing system
1		X	Metal storage cabinets, with adjustable shelving
1	X		Key cabinet, lockable, mounted
1		X	Workstation with chair
1		X	Computer
1		X	Printer
1		X	Work table
1		X	Fax machine
1		X	Copier
1		X	Clock
	X		Built-ins (refer to special considerations)

H. Staff Development/Instructional (per)

No. of Items	Contractor Provided	District Provided (FF&E)	Description
2-5		X	Table
30-50		X	Chairs
1		X	Teacher Desk & Chair
1		X	Teacher Computer & Printer
20		X	Computers
20		X	Computer Desk with wire management
2		X	Printers
2	X		Teacher storage cabinet, 36" w x 30" d x 72" h, with adjustable shelves, lockable
1	X		Marker Board, 4' x 16' with tack strip
2	X		Tack Board, 4' x 4'
1	X		6' x 8' video format screen with black masking borders
1	X		Clock
1	X		Built-in (refer to special considerations)

IX. SPECIAL CONSIDERATIONS - CONTRACTOR PROVIDED

Refer to **GENERAL CONSIDERATIONS, GENERAL SECURITY CONSIDERATIONS AND TRAFFIC CONTROL.**

- A. **Heating/Cooling/Ventilation** - As required to meet District Standards.
- B. **Acoustical** – As required to meet District Standards.
- C. **Floor** - As required to meet District Standards. Carpeting is limited to principal's office. Provide continuous sheet vinyl for the floor and baseboard in the clinic.
- D. **Walls** - As required to meet District Standards.

- E. **Ceiling** - As required to meet District Standards.
- G. **Lighting** - As required to meet District Standards.
- G. **Windows** - As required to meet District Standards. No windows in the video surveillance room. Provide roll-up window to the outside for itinerant/attendance clerk office. Provide observation windows between the nurse's station and cot area and between the counsel room and cot area in the clinic.
- H. **Doors** - As required to meet District Standards. School Police's office shall be keyed separately. Provide larger door in administrative storage and entrance to administration building. Provide second exit from principal's office. Records room shall be fireproof.
- I. **Water/Plumbing Fixtures** - As required to meet District Standards.
- J. **Communications** - As required to meet District Standards.
- K. **Electrical** - As required to meet District Standards.
- L. **Instructional Technology** – As required to meet District Standards.
- M. **Gas and Air** - N/A
- N. **Safety** - As required to meet District Standards.
- O. **Fencing** - As required to meet District Standards.
- P. **Service Drives** - As required to meet District Standards.
- Q. **Parking** - As required to meet District Standards. Parking for administrators, secretarial staff, and visitors near administrative offices with easy access at all times.
- R. **Built-ins**
 - 1. **Administrative Reception/Secretary** - Provide reception counter for a minimum of two people with transaction top and a section to comply with F.A.C.B.C. standards. Provide working counter, 29"-30" h, along reception counter with a minimum of two lockable pedestals and center drawer. The space between working counter and transaction counter shall be 12" clear height to hold notebooks
 - 2. **Production/Workroom** - Provide counter space, with cabinets with doors, adjustable shelving and lockable above and below counter. Counter, 34"H base cabinet, 24"D; upper cabinet, 18"D, located on longest wall in workroom, F.A.C.B.C. compliant.

Provide Drop Safe - for the safety of bookkeepers and money handlers, drop safe shall be installed in non-conspicuous location (production/workroom), non-visible

to the general public and students but easy access to principal and bookkeeper. Model shall be approximately 27-5/16"H x 24-7/16"W x 25-1/2"D. Safe shall be provided with a hopper to drop money pouches. Hopper shall be approximately 6-1/4"H x 7-3/4"W x 13-1/2"D. The safe shall be bolted to the floor.

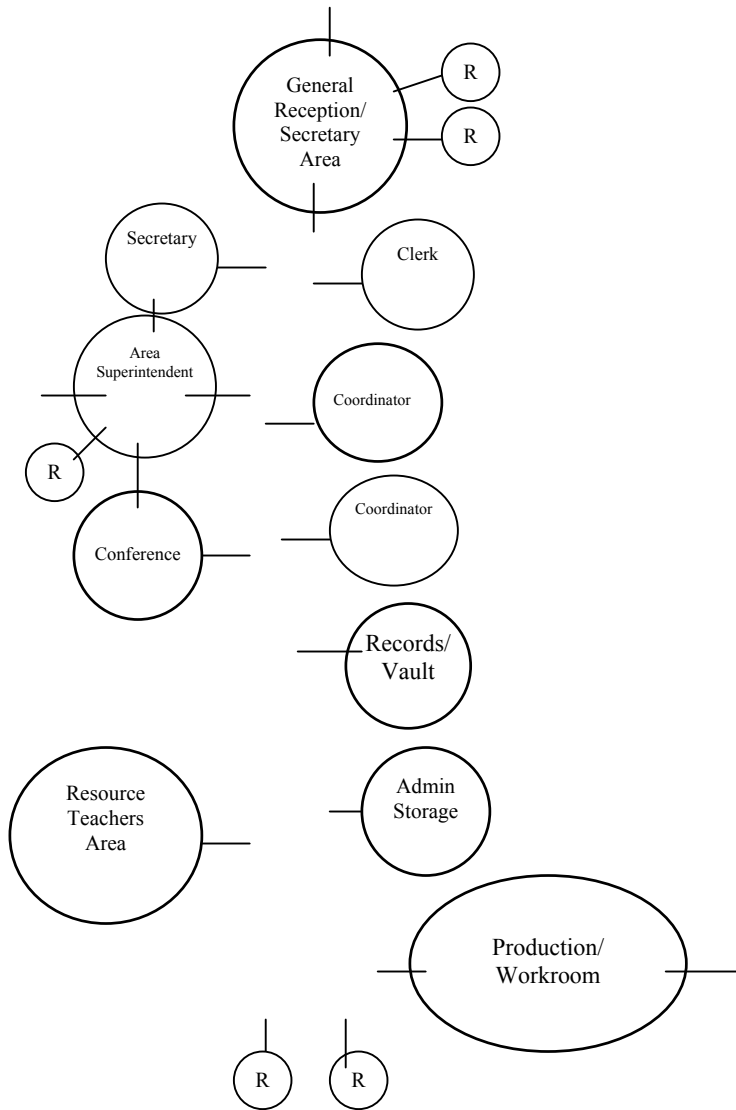
3. **Administrative Storage** – Provide adjustable shelving, continuous, 18"D on all walls, full height.
4. **Conference Room** - Provide 8' of base cabinet with lockable doors and adjustable shelving, 34"H, along short wall of room, with upper cabinets with lockable doors and adjustable shelving, 12" clear inside depth.
5. **Staff Development/Instructional** - Provide TV/Multimedia cabinet, approximately 48" in height with the TV monitor sitting on top of the cabinet. The TV/Multimedia cabinet shall include lockable doors with adjustable shelving for multimedia equipment. The TV/Multimedia cabinet shall also have grommets for wire management. The TV/Multimedia cabinet shall be located along or near the teaching wall

S. Other Consideration

1. Vault/record room shall be a one-hour rated enclosure.

SPATIAL RELATIONSHIPS

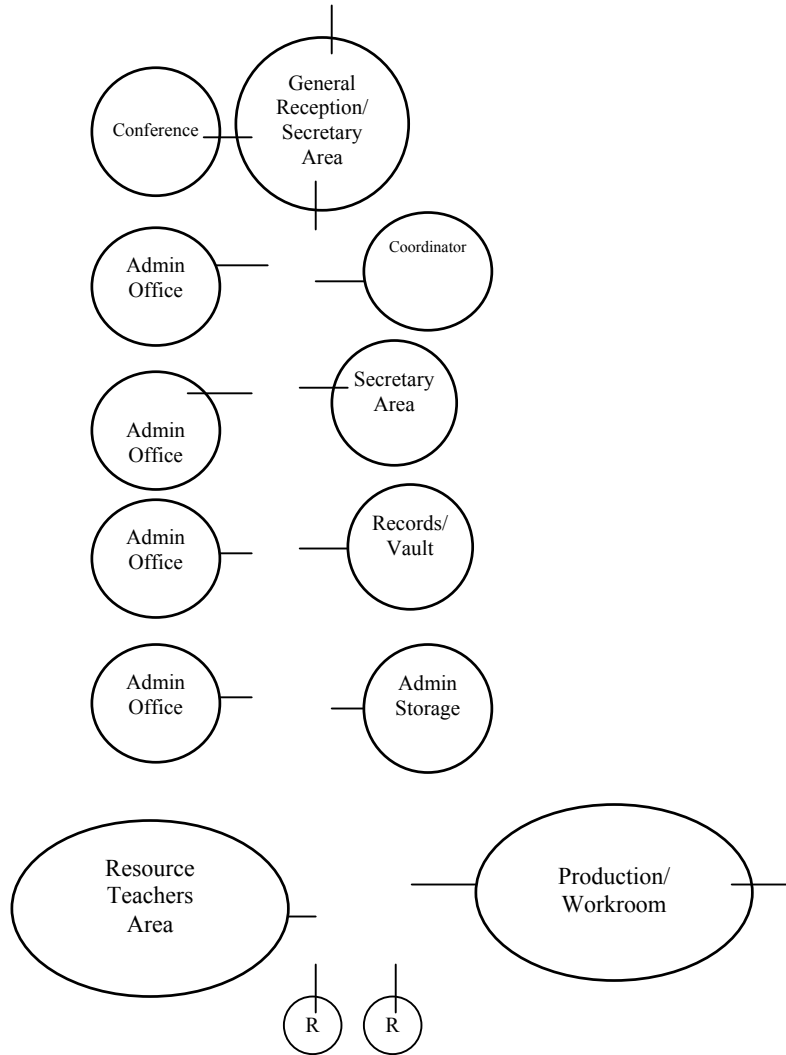
West Area Administrative



R = Restroom

SPATIAL RELATIONSHIPS

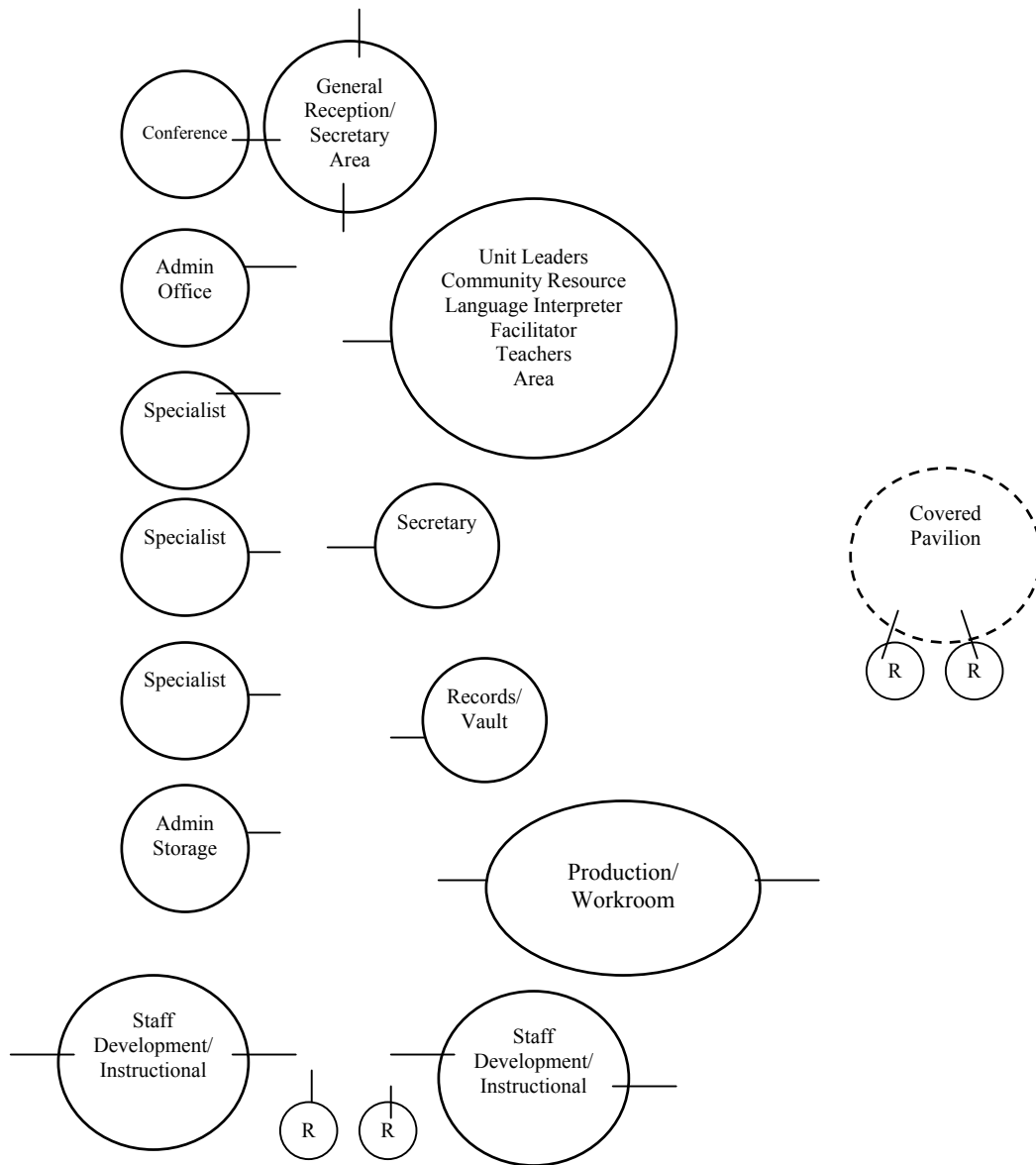
West Area ESE Office



R = Restroom

SPATIAL RELATIONSHIPS

Migrant Services



R = Restroom

FACILITY SPACE SUMMARY
West Technical Educational Center
Ancillary & Alternative Education Facility
Modification
Grades 6 - 12
New CSR Student Stations: 778
Utilization Factor: 100%
FISH Capacity: 78

Facility Area	Proposed Student Stations	Proposed Sq. Ft. (NASF)
<u>West Area School of Choice & Lake Shore Annex - Shared Spaces</u>		
Administration		2,875
Custodial		1,865
Food Service		8,199
Media Center		5,739
Multipurpose		1,494
Physical Education	60	7,249
Stage		1,954
Staff Restrooms		311
Student Restrooms		1,167
<u>Lake Shore Annex</u>		
Administration		1,850
General Classrooms	250	9,000
Physical Education		1,300
Resource Room		570
Skills/Computer Laboratory	50	1,800
Teacher Planning		400
Construction	24	5,145
Electrical	24	5,145
<u>West Area School of Choice</u>		
Administration		1,675
General Classrooms	300	10,800
Physical Education		1,300
Resource Room		1,140
Skills/Computer Laboratory	50	6,680
Teacher Planning		400
Cosmetology	20	3,530
Teen Parent Program		1,276
<u>West Area Administration Office</u>		
		2,633
<u>West Area ESE Office</u>		
		4,824
<u>Migrant Services Office</u>		
		6,528
TOTALS	778	96,850
Mechanical @ 6%		5,811
Total Net Sq. Ft.		102,661
Circulation, Walls etc. @ 34%		34,905
Total Gross Sq. Ft.		137,565

The existing facilities will be analyzed by the project architect to determine appropriate usage of the site and buildings for necessary renovations and remodeling to meet SREF size standards, ADA requirements and other code issues.