

# EDUCATIONAL SPECIFICATIONS

## New La Center Middle School

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La Center School District  
La Center, Washington



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## Executive Summary - La Center Middle School

### Introduction

This report contains the Educational Specification for the new La Center Middle School for the La Center School District. The information in the report has been developed through meetings, interviews and correspondence with representatives of various user groups within the School District and community. This process was inclusive in its effort to elicit input from the many different individuals and groups that would be considered “stakeholders” in the project. Included were representatives from the La Center School District, administrators and staff from the existing middle school, technology, maintenance, and facilities staff, and members of the community.

Both qualitative and quantitative, this educational specification describes the vision and goals for the school, delineates specific area requirements, and provides detailed lists of furnishings, fixtures, and equipment. This report is intended to be used as a guide to the concept for the school, a design reference for detailed planning purposes, and a follow-up tool to insure the vision for this school is supported throughout the design process. The report is organized to first give general background on the processes used to develop the educational specification, and then provide more specific information on the vision, goals, operation, contents, and functions of the building.

The school building design will promote an optimal level of security through incorporation of evolving technology and best practices that protect students and staff in the event of a threat during school hours. Direct control and observation of the public entering school grounds will be achieved by providing access to the building through a minimum number of entrances, each in clear view of the administrative offices.

### Site

The site is made up of four parcels of former agricultural land located east of the La Center downtown core. The southernmost parcel is separated from the rest of the site by a large tree line and will be preserved for future development. The three northern parcels will be combined to create an approx. 17 acre site to contain the new school, parking, bus and parent drop-off, play field and other site amenities.

The parcels are bounded by agricultural land to the west, south, and east. The northern parcel abuts NE Lockwood Creek Road and will be the main entry point to the site.

The proposed layout of the site locates the building in the northern part of the developed site, close to the main access points off NE Lockwood Creek Road. The site contains a large wetland area to the south and smaller wetland to the north. There is also a stream head on the western neighboring property with a riparian buffer that extends onto the site. Wetland buffers also limit the developmental areas to the central northern part of the site.

There will be two access points off the main street. The western drive will lead to visitor parking and parent drop-off. The eastern drive will lead to staff parking and bus drop-off. This drive will also serve as future access to the southern parcel left undeveloped. The street frontage will be developed per City standards and will include street trees, sidewalks, and turn lanes to help control traffic.



The crossroad building shape creates four distinct outdoor plazas that reflect the activities of the building they serve. The northwest plaza is a gathering place to greet student and visitors to the main entry. The northeast plaza will be a performing plaza that is a main entry for students arriving by bus and after hour activities in the commons and gymnasium. The southeast plaza will be an active space with play areas for lunch time activities and outdoor physical education. The southwest plaza is wrapped by the academic wings and will provide areas to explore and discover the natural world.

The southern half of the developed site will contain a grass play field with paved running trail around the perimeter. The trail transitions to wood chips as it circles around the southern wetland to create a larger fitness trail and nature walk.

A detention pond is located in the southeast corner of the developed site to contain and treat storm water run-off. A sewer pump station will be located next to the pond and will be sized for future development of the whole site.

### **Community/Neighborhood**

The community and district of La Center has an active and involved community that is rooted in a strong history of agriculture, logging, and milling from the early 1900's. The New Middle School will be located south-east of the existing K-8 and High School campus. It is currently on the edge of town with areas around it slated for residential development over the next few years. A small commercial center is located several blocks to the west. NE Lockwood Creek Road along the north side of the site is an arterial and will likely require turning lanes for access from that road to the site.

## **NEW FACILITY PLANNING**

The body of this document identifies the various program activities that will take place at the new Middle School and identifies the physical attributes that each room or space should contain to best accommodate each activity. The design of these spaces is based on interviews with Focus Groups specifically selected for their expertise on each type of space. The design team conducted several rounds of meetings with these groups to collect specific, detailed information on each program. In the Design Development phase, additional Focus Group review will verify that the design of each dedicated space is consistent with the program and this educational specification. The building will be designed to accommodate 550 students, but will likely open with 450. Infrastructure and site area for future additional classrooms will be allocated to provide flexibility to adjust to increasing enrollments in the future.

## **ACADEMIC PROGRAMS**

The New Middle School will relocate existing sixth, seventh, and eighth grade education programs currently accommodated by the K-8 campus. The new school will incorporate natural lighting, efficient mechanical and electrical systems, safety, security, and transparency. Programs will accommodate academic instruction based on a progressive district learning model outlined below. In addition to language arts, social studies, and math; there will be Maker Labs dedicated to Science, art, career and technical education (CTE); learning resource and social spaces such as student services, student support, shared spaces, learning commons, dining commons; performing arts including band, choir and drama; physical education including gyms and fitness spaces, both indoor and outdoor.



## District Mission

The mission of the La Center School District is to create a supportive learning environment that empowers students to reach their fullest potential. We will do this in partnership with families, the community, staff and students to develop confident and self-reliant life-long learners who can thrive in a rapidly changing, more technologically advanced and diverse society.

## District Learning Model

The following are the guidelines for the District Learning Model established by the District reviewed by the District staff as well as the Steering committee.

- **Increase Cognitive Demand** - Share Learning Objectives to be able to compare and contrast in addition to knowing and understanding.
- **Increase Flow of Student to Student Information** - Creating Teams with different roles that help and support each other, students create contact with one another and become responsible participants.
- **Learning Trust** - The teachers will learn as much as the students. Together we will try new things and fail.
- **Enhanced Focus on Hands on Learning** - Increased Cognitive Demand, Increased Flow of Student to Student Information, and Learning Trust all combine to focus on, hands-on or project based learning.

This District Learning Model will provide a method to cross check the design as it moves through the planning process to verify that the design is meeting these objectives. The challenge for the design team will be designing the school to not only facilitate current instructional goals/philosophy, but to be flexible enough to adapt to future change with a focus on hands on exploration learning.

The bond was passed with a focus on instructional and learning spaces these are very important to the community and the school board. These spaces and this school will be designed to meet the current student population and plan for future growth. The importance of hands on learning has created a priority to provide Maker Spaces throughout the building integrated with typical classrooms. It is important that these spaces are flexible to accommodate a variety of programs and activities. These spaces should provide overhead utilities, reinforced slabs, and an acoustic design to accommodate the adaptability of these potentially noisy spaces.

Spreading out typical classrooms and maker spaces will support collaboration and teaming between staff, as well as the importance of hands on learning. Shared learning spaces will be mixed and adjacent to these spaces and may take the form of one larger area serving a group of classrooms or a series of smaller areas shared between pairs of classrooms.

Daylighting will be incorporated throughout the design of the new school. Carefully designed courtyards may be considered as a method to bring natural light deep into the building however, if implemented, it is important that they be observable, easy to maintain, dynamic spaces that support year-around use.



**Academic Classrooms**

The goal of the Academic Classrooms is to create an inclusive learning environment that facilitates the development of lifelong learners for both Students and Teachers with an enhanced focus on hands on learning. Spaces need to be flexible and adaptable for current, changing, and future learning and teaching models. The general academic classrooms are comprised of Language Arts, Social Studies, and Math. Learning Support classes will be incorporated as general academic classrooms with a smaller class ratios. Several teachers are teaching cross disciplines and incorporate project based learning. Maker Labs are an important part of the curriculum to allow for hands on exploration. These Maker Lab spaces will be divided throughout the building, adjacent and directly accessed from academic classrooms. An (ALC) Alternative Learning Center is to be incorporated in addition to the (15) General Classrooms.

**Support Classroom**

The New La Center Middle School will provide a classroom space that is designed to teach special needs student's the daily living skills they will need to be a functioning members of society; including cooking, cleaning, paying bills, holding a job, and accessing public transportation and housing. These facilities will also support the needs of severely disabled students while being sensitive to how they are integrated into the student body. This classroom will be integrated into the main academic spaces and can be used as a general classroom when not used for special needs students.

**Maker Labs (Science, Art, CTE)**

With an enhanced focus on hands on learning and exploration, Maker Labs that support current curriculums are important. These labs are primarily for Science, CTE, and Art and to be intermixed with the general academic classrooms to be utilized by other disciplines. Spaces need to be flexible and adaptable for current, changing, and future learning and teaching models. Allowing a direct connection to a general classroom allows for collaborative teaching of academic and project based curriculums. The Maker Labs will allow for some direct instruction and demonstration, but mostly student driven project based exploratory learning and experimentation. Individual or small group (2-4 students) learning is typical with a need lab workstations for 2 - 4 students located on mobile work tables with access to sinks at the perimeter of the room. Variety of equipment and tools will be utilized.

**Physical Education and Fitness Programs**

A variety of physical education activities will be offered to provide opportunities for students to acquire the knowledge and skills necessary to maintain a healthy lifestyle while imparting concepts such as teamwork and training that are essential to successful and productive living.

**Performing Arts**

The New La Center Middle School will support the School District's rich and growing Performing Arts programs. These comprehensive programs promote the study and presentation of the musical performing arts including Band and Choir. The Drama Program will support the study and presentation of dramatic performing and expose students to potential careers in the Theater Arts.



## General Criteria - La Center Middle School

### Site Topography and Views

The proposed site for the new La Center Middle School is former agricultural land east of the downtown city center. The site gently slopes down from the north end to the south west. The property is divided by a dense line of mature trees. Development will be confined to the northern 2/3 of the site. The area south of the tree line is the site of a former poultry farm and will be left for future development by the District.

The site is surrounded by mainly agricultural land to the east, south, and west. The north edge is bound by the rural arterial road, NE Lockwood Creek Road. Neighboring land north of the road is currently being developed into family housing units.

### Traffic and Site Access

Vehicular access to and from the site is along the north boundary on NE Lockwood Creek Road. Bus and student drop-off traffic will be separated by different entries. Staff parking will be located in the bus drop-off area. Visitor and reserve parking will be located in the student drop-off area.

### Building and Site Security

The school will be designed to incorporate features and technology that will promote the optimal level of security through incorporation of current and evolving technology and best practices to protect students and staff in the event of a threat during school hours. This will be achieved by incorporating CPTED (Crime Prevention Through Environmental Design) principles including:

- Direct control and observation of the public entering school grounds and the building
- Ability to observe student behavior in an efficient manner
- Minimizing “blind” locations within and outside the building to the maximum extent possible
- Consideration of providing site perimeter controls at selected locations to prevent unauthorized access to the school grounds through fencing and/or gates
- Providing electronic access systems and locks at all exterior doors while minimizing the number of keyed entrances
- Providing enhanced glazing at main and student entries will be considered
- Providing ability to automatically close and lock doors into sections of the building

### Instructional Area Information and Standards

See individual instructional areas for information on standards and requirements.

### Building Material, Finish and Equipment Information

The following requirements should be incorporated into the facility. Specific modifications to these requirements are identified in the individual program criteria.



### Exterior Materials and Finishes

- Use durable, low maintenance and vandal-resistant materials
- Brick veneer at exterior walls where possible
- Locate stucco, cement plaster, cement fiberboard panels or similar materials subject to damage from impact a minimum of eight feet above the ground
- Provide double- or triple-glazed windows with low emission frames.
  - Standardize glazing sizes for ease of replacement where possible
  - Provide insect screens on all operable windows

### Interior Materials and Finishes

- Interior materials should be specified that are durable, low maintenance and vandal-resistant
- Flooring:
  - Carpeting from Mannington, Collins and Aikmen (Tandus) is preferred
    - Anti-static carpet at General Classrooms, Computer Labs and Library
    - Anti-static carpet at Administration except Workrooms
    - Specify colors that best hide stains
  - Ceramic tile at student toilets with medium to dark grout colors, consider sheet vinyl at staff toilets
  - Exposed concrete, porcelain tile or precast concrete stairs
- Ceiling:
  - Provide access panels in hard ceiling areas, appropriate to access equipment, dampers and valves
- Walls:
  - Gypsum wall board shall be 5/8" type-X
  - Provide impact-resistant gypsum wall board in corridors , toilets and at areas subject to potential abuse
  - Self-healing tackable vinyl wall material is preferred at display areas in corridors and classrooms
  - Full height ceramic tile, plastic laminate, or abuse resistant material such as FRP, at walls at lavatories, urinals and toilet stall walls
  - Faces of masonry walls behind handrails should be smooth (not split face)

### Doors and Hardware

- Provide power assisted doors with switching for handicap access at main building entry and critical designated circulation routes.
- Exterior doors:
  - Entrance doors: steel or heavy duty aluminum wide stile and rail door and frame with heavy duty hinges and removable center mullions
  - Exterior secondary doors: insulated hollow metal doors
- Interior doors:
  - Hollow metal, 16 gauge minimum, with 16 gauge fully welded frames
  - Wood solid core
  - Plastic laminate, stainless steel or clear plastic kickplate at both sides, eighteen (18) inches high
  - Use astragals at interior double doors instead of removable mullions where possible
- Butts:



- 1-1/2 pair on hollow metal up to 3 feet wide
- 2 pair on hollow metal 3 feet to 4 feet wide and all gym access doors
- 2 pair on wood doors up to 4 feet wide
- 2-1/2 pair on wood doors greater than 4 feet wide
- Hardware:
  - Mortise locksets with lever handles as manufactured by Sargent
  - Exit devices as manufactured by Corbin/Russwin with Von Duprin as an acceptable substitute
  - Provide door stops at exterior doors
  - Surface-mounted door closers as manufactured by Corbin/Russwin
  - Provide hold open devices at selected classroom doors to corridor
  - All keyed cylinders shall be Sargent great grand masterkey system as established for the La Center School District
  - All classroom and instructional space cylinders shall be keyed to be lockable from both sides in the event of a lockdown (emergency exit clearing function must be operable from the classroom side of the door)
  - Provide Card Key reader system at selected building entrances
  - Hold open building zone and fire separation doors shall release and secure on activation of lockdown measures
- Operable Walls:
  - Operable walls shall be specified with durable and cleanable finishes

### Specialties

- Floor-mounted and overhead braced fiberglass or high density polyethylene plastic toilet partitions with heavy-duty hardware

### Paint and Coatings

- Colors shall be reproducible by the La Center School District without paying premium prices for special colors
- All paint and coatings shall be low volatile organic compound rated and mercury-free
- Water repellent/anti-graffiti coating shall be "Professional Water Sealant", "Sein Silicone Rubber", "Weatherseal Siloxane" with "Graffiti Stop, Part B", "Hydrozo Enviroseal Double 7" with "Hydrozo AG"
- Provide test panels of masonry and concrete for tests and approvals of anti-graffiti repellents by Project Manager and manufacturer prior to acceptance and application of any materials

### General Building Requirements

- Slope all roof surfaces for positive drainage wherever possible
- Provide fall restraint devices on all roof areas
- Provide interior windows or relights at all offices and conference rooms
- Provide plenum and/or raceway space for network wiring throughout building

### Handicap Accessibility Requirements

- Meet accessibility standards throughout the entire facility.
- Provide handicap stations at Maker Spaces, Art, and CTE Labs.
- Provide handicap stalls at all toilets



### Corridors

- Provide durable and easily maintained material at all corridor walls to protect from damage
- Provide full height plastic, vinyl or metal corner guards at all corners except masonry
- Provide electrical outlets at 50 feet on center and at stair landings for maintenance

### Exhibit/Display Areas

- Provide tack boards behind glass at corridor areas for display
- Provide display cases with power, data and lighting in public areas, adjacent to Career and Technology and Art spaces to display student projects, awards and trophies; include a mix of 4-inch and 18-inch deep display cases distributed throughout the facility
- Provide gallery type lighting at one wall for display of exhibits and student art work

### Plumbing Requirements

- Provide recessed drinking fountains to meet current code
- Hot water should be provided at each sink unless noted otherwise
- Provide easily accessible multi-zone shut-off valves to water lines to allow portions of the water system to be isolated for repair
- Provide frost-proof hose bibs on all sides of the building with (20) keys
- Tag or label all piping systems in attic spaces or plenums at least every forty feet including direction of flow
- Provide three feet minimum clearance in front of all clean outs
- Doors at entrances to student toilet rooms are not desired; Provide hold open device on doors if building code requires doors
- Provide floor drains at all Toilet Rooms, Staff Toilets, Custodial Closets, and Science Labs
- Provide lockable hose bibs at all Toilet Rooms
- Provide the following types of plumbing fixtures:
  - Drinking fountains/bottle fillers: rubber or plastic hooded safety bubbler, vandal-proof
  - Use push buttons or lever handles at urinals and water closets; No automatic flush valves
  - Flush valves: Sloan "Royal"
  - Water Closets: siphon-jet, water-saving design
  - Urinals: siphon-jet, blow-out and water-saving design with integral strainers

### Mechanical Requirements

- At a minimum, air conditioning will be provided in areas of potential excessive heat accumulation such as computer labs as well as administration and other areas occupied in summer months. If the budget will accommodate it, air conditioning will be considered in all academic areas of the building.
- No individual space temperature control other than after hour override at individual classrooms, instructional spaces and offices
- Heating system should be designed to provide separate zones that would allow for economic after hour community use of specific areas to be defined by the District
- Provide an energy management system compatible with District standards
- The manufacturers of all equipment installed in the building must have been in business for at least seven years producing equivalent products
- The installers of all equipment must have been in business for at least five years and must be approved by the manufacturer as acceptable installers of their equipment
- Access and adequate clearances must be provided to all mechanical equipment for maintenance; any exceptions must be approved by the District



- Clear and concise operation and maintenance manuals must be provided for all the installed equipment; Indicate which model is installed if more than one model is indicated on a page
- Training of the School Districts' maintenance and custodial personnel shall be provided for mechanical and control systems.
  - Training shall be for a period long enough so that the personnel can operate and maintain the equipment
  - The specifications of this training period must be approved by the Project Manager
- Provide two years quantity of all filters as required by normal replacement as recommended by the manufacturer plus one for each unit
- Contractor shall provide training videos on: heating/boiler operation; electrical boxes, panels, disconnects; security systems; energy management and control systems; emergency power system

### **Electrical Requirements**

- Infrastructure should be incorporated to facilitate future transition to one laptop or wireless device per student including:
  - Conveniently located laptop and/or tablet charging stations
  - Full coverage wireless network access

### **Contractor Furnished Equipment**

- The following equipment shall be furnished by the Contractor and installed in the base bid; coordinate with District standards:
  - Feminine Napkin Dispensers and Receptacles
  - Toilet seat covers – At staff toilets only
  - Waste receptacles (exterior)
  - LCD projector supports and brackets
  - Flat screen monitors, supports and brackets
  - Video players/recorders
  - A/V equipment at assembly areas
  - Sound amplification systems at classrooms
  - Projection Screens and Brackets
  - Residential Appliances

### **Owner Furnished Equipment**

- The following equipment shall be furnished by the District and installed in the base bid by the Contractor; coordinate with District standards:
  - Soap Dispensers
  - Paper Towel Dispensers
  - Toilet Paper Dispensers
  - LCD projectors
- The following equipment shall be furnished and installed by the District:
  - Computers
  - Printers
  - Copiers
  - Microwaves
  - Interior waste and recycling receptacles



## Academic Classrooms - La Center Middle School

### Goals and Objectives

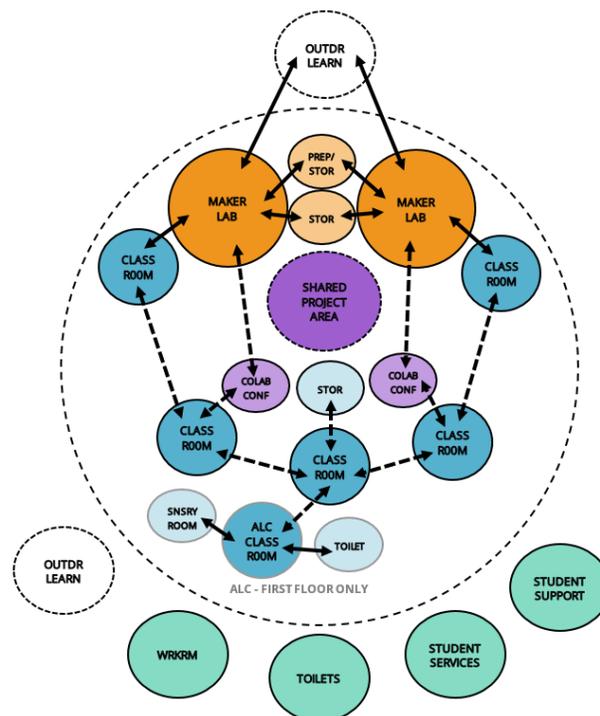
Create an inclusive learning environment that facilitates the development of lifelong learners for both Students and Teachers with an enhanced focus on hands on learning. Spaces need to be flexible and adaptable for current, changing, and future learning and teaching models.

### General Information

The general academic classrooms are comprised of Language Arts, Social Studies, and Math. Learning Support classes will be incorporated as general academic classrooms with a smaller class ratios. Several teachers are teaching cross disciplines and incorporate project based learning. Maker Labs are an important part of the curriculum to allow for hands on exploration. These Maker Lab spaces will be divided throughout the building, adjacent and directly accessed from academic classrooms. An (ALC) Alternative Learning Center is to be incorporated in addition to the (15) General Classrooms.

### Academic PODs

Number of PODs:	3
Spaces within each POD:	5 Classrooms 1 ALC classroom (in 1 <sup>st</sup> floor pod only) 2 Maker Labs 1 Science Prep (as reqd.) 2 Collaboration Conference Rooms (1 clsrm/1lab) 3 Storage (1 @ clsrms & 2 @ labs)
Shared Spaces btwn PODs:	1 Shared Project Area 1 Teacher Workroom



**Space Name: General Academic Classroom**

Space Area:	900 SF
Number of Spaces:	12
Number of Occupants (per clsm):	1 Staff
	25-32 Students maximum (@ 11 classrooms)
	10 Students maximum (@ 1 classrooms)

**General Information:**

The General Academic Classrooms are to be designed consistently to allow for autonomy, flexibility, and adaptability. Limit fixed casework and furniture.

**Intended Community Uses**

- Limited
- Secure Access to minimum of two classrooms

**Proximity Requirements**

- Direct access to Shared Project Areas
- Direct Access of one classroom to Maker Lab
- Direct Access to one classroom
- Adjacent to Maker Labs
- Adjacent/Direct access to Collaboration Conference Rooms
- Adjacent to "Pod" Storage
- Proximity to Covered Outdoor area for projects
- Proximity to Student Services and Student Support
- Proximity to Learning Commons
- Proximity to Teacher Workroom
- Proximity to student and staff toilets
- Connection to main building circulation
- Convenient access to vertical circulation
- Convenient access to Commons
- Convenient access to Technology Services storage

**Activity Description**

- Full Class instruction (32 students maximum)
- Computer projected instruction and demonstrations
- Small group instruction
- Individual instruction
- Small group projects (4-6)
- Partner projects
- Individual work
- Presentations and Performances
- Testing
- Computer research
- Student work display
- Storing materials and books
- Viewing videos
- Easily transition between all activities
- Flexible to curriculum changes



- Visibility to Shared Project Areas & Collaboration Conference Rooms

### **Finish Requirements**

- Floor: Carpet @ classroom, Hard Surface @ wet areas
- Walls: Painted gypsum wallboard, tackable and writeable wall surfaces (as budget allows)
- Ceiling: Suspended acoustical ceiling or open to structure above

### **Furniture, Storage, and Casework Requirements**

- (16) Mobile 2-person rectangular tables (adjustable heights if possible)
- (32) Mobile Task chairs
- Teacher Desk & Chair (adjustable heights if possible)
- Teacher Presentation Cart
- File Drawer
- Mobile Storage Wardrobes
- Mobile Book Shelves
- Poster Storage
- Locking Cabinets
- (1) Recycle bin
- (1) Trash bin

### **Equipment and Display Requirements**

- White Board/Writeable Surface
- Tackable Surface
- Short-Throw Projector or Large Digital display monitor
- Document Camera

### **Plumbing/Utility Requirements**

- Sink with drinking fountain

### **Mechanical/Environmental Requirements**

- Operable Windows
- Individual Room Climate Control
- Visibility to the outdoors
- Heating and ventilation to meet code

### **Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer
- Voice Amplification System

### **Electrical Requirements**

- Dedicated Outlet and Charging location for Lap Top Cart
- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets at counters (per code or one every 5 feet)
- Outlets for digital display
- Outlet for teaching station



### **Lighting Requirements**

- Shade Control – darken for video instruction (manual ok)
- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting

### **Communications & Technology Requirements**

- Voice Amplification System
- Telephone
- Clock
- Speaker
- Wireless network access point
- Network Connection at teacher station

### **Other Requirements**

- Visual Connection to outdoors – Physical if possible and secure



**Space Name: Alternative Learning Classroom**

Space Area:	900 SF
Number of Spaces:	1
Number of Occupants (per clsm):	1 Staff 1 Para-educator 15-20 Students maximum
Groupings of Spaces:	Locate in First Floor POD
Contains:	Self-Contained Sensory Room Self-Contained Restroom

**General Information:**

The Alternative Learning Classroom (ALC) is to be treated similarly to the General Classrooms with some minor modifications for providing additional learning support in areas of daily life skills or those programs deemed necessary by the curriculum and or student population.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- See General Classroom Requirements
- First Floor/Ground Level
- Direct Access to Self-Contained Restroom
- Direct Access to Self-Contained Sensory Room

**Activity Description**

- Teaching of life skills Including but not limited to: Cooking, Laundry, Cleaning, Money Management/Personal Financing, Job Skills
- Computer projected instruction and demonstrations
- Small group instruction
- Individual instruction
- Individual work at tables and on a computer
- Testing
- Student work display
- Storing materials and books
- Viewing videos
- Easily transition between all activities
- Flexible to curriculum changes
- Access to Shared Project Areas & Collaboration Conference Rooms
  - Visibility with a respect for privacy
- Area for Occupational & Physical Therapy (OTPT)
  - Hook for swing
- Accommodate Wheel Chairs
- Sensory Room for de-escalation, relaxation, and calming (ideally window to outdoors)
- Restroom with toilet, shower, and adult changing table

**Finish Requirements**

- Floor: Carpet @ classroom, Hard Surface @ wet areas and restroom
- Walls: Painted gypsum wallboard, tackable and writeable wall surfaces (as budget allows)



- Ceiling: Suspended acoustical ceiling or open to structure above

### **Furniture, Storage, and Casework Requirements**

- (10) Mobile 2-person rectangular tables
  - Two tables utilized as computer stations (4 stations)
- (20) Mobile Task chairs
- (2) Teacher Desks & Chairs
- Teacher Presentation Cart
- (2) File Drawers
- Mobile Storage Wardrobes
- Mobile Book Shelves
- Poster Storage
- Locking Cabinets
- (4) Lockers
- Bean Bags
- Yoga Ball

### **Equipment and Display Requirements**

- White Board/Writeable Surface
- Tackable Surface
- Large Digital display monitor (Two per room if possible)
- Document Camera
- Mobile Room Dividers
- Adult Changing Table at Self-Contained Restroom
- (4) Desk Top Computers
- Stackable Clothes Washer/Dryer
- Standard Refrigerator/Freezer
- Microwave
- Range
- Consider Dishwasher

### **Plumbing/Utility Requirements**

- Sink with drinking fountain
- Washer & Dryer
- Self-Contained Restroom with Accessible Toilet & Shower

### **Mechanical/Environmental Requirements**

- Operable Windows
- Individual Room Climate Control
- Visibility to the outdoors - with a respect for privacy
- Dryer Vent
- Exhaust fan with ability to be increased on wall timer

### **Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer



### **Electrical Requirements**

- Dedicated Outlet and Charging location for Lap Top Cart
- Convenience outlets to be Four-Plex outlets at all walls (per code or minimum two per wall)
- Outlets at counters (per code or one every 5 feet)
- Outlets for digital display
- Outlet for teaching station
- Dedicated Power for: Washer, Dryer, Refrigerator, Microwave, Range, Dishwasher

### **Lighting Requirements**

- Shade Control – darken for video instruction (manual ok)
- Lighting Controls per current energy code (2015)
- Maximize Daylighting
- Dimmable/Zoned Lighting
- Consider Color Changeable lights: blues/greens for calming – no reds/yellows/oranges
- No Florescent Lighting
- No Pendent Lighting

### **Communications & Technology Requirements**

- Voice Amplification System
- Telephone
- Clock
- Intercom/Speaker with emergency notification button
- Wireless network access point
- Network Connection at teacher station

### **Other Requirements**

- Visual Connection to outdoors – Physical if possible and secure
- Sensory Room to have Visual Connection to outdoors if possible and secure
- Privacy Lockset at Self-Contained Restroom



<b>Space Name:</b>	<b>Shared Learning/Project Area</b>	
	Space Area:	400 SF
	Number of Spaces:	3 (1 per POD)
	Number of Occupants:	10 – 24 for project related activities

### General Information:

Each of the program areas should contain a Shared Learning space that can be dedicated to a variety of uses such as instruction, meeting, studying, or project production. This space should be directly adjacent to classrooms, labs, and open to building circulation areas.

### Intended Community Uses

- Limited

### Proximity Requirements

- Direct connection to building circulation
- Centrally located within academic program areas

### Activity Description

- Open shared learning between classrooms and labs
- Large group lecture or presentations
- Small group instruction
- Individual instruction
- Small group projects
- Taking tests

### Finish Requirements

- Floor: Carpet
- Walls: Painted gypsum wallboard, tackable and writeable wall surfaces (as budget allows)
- Ceiling: Suspended acoustical ceiling or open to structure above

### Furniture, Storage, and Casework Requirements

- Mobile tables of varying types and sizes – accommodating 20 people
- Task chairs (additional chairs for larger gatherings moved from adjacent classrooms)

### Equipment and Display Requirements

- White Board/Writeable Surface
- Tackable Surface
- Large Digital display monitor

### Plumbing/Utility Requirements

- Drinking Fountain with Bottle Filler

### Mechanical/Environmental Requirements

- Visibility to the outdoors

### Acoustic Requirements

- Acoustical treatment as necessary to minimize sound transfer



### **Electrical Requirements**

- Dedicated Outlet and Charging location for Lap Top Cart
- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets for digital display

### **Lighting Requirements**

- Shade Control – darken for video instruction (manual ok)
- Lighting Controls per current energy code
- Dimmable Lighting
- Maximize Daylighting

### **Communications & Technology Requirements**

- Voice Amplification System
- Clock (Analog)
- Speaker
- Infrastructure for Wireless network access point

### **Other Requirements**

- Visual Connection to outdoors – Physical if possible and secure



**Space Name: Collaborative Conference Room**

Space Area:	150 SF
Number of Spaces:	6 (2 per POD)
Number of Occupants:	2-6 for project related activities
	*make (1) upstairs room a satellite staff copy room

**General Information:**

Each of the academic pods should contain a Collaborative Conference Room that can be dedicated to a variety of uses such as instruction, meeting, studying or project production. This space is enclosed for focused learning and/or privacy for smaller groups. This space should be directly adjacent to classrooms and open to building circulation areas.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct connection to building circulation
- Centrally located within academic program areas

**Activity Description**

- Small Group Enclosed shared learning between classrooms and labs
- Small group instruction
- Individual instruction
- Small group projects
- Taking tests

**Finish Requirements**

- Floor: Carpet
- Walls: Painted gypsum wallboard, tackable and writeable wall surfaces (as budget allows)
- Ceiling: Suspended acoustical ceiling or open to structure above

**Furniture, Storage, and Casework Requirements**

- Mobile tables – accommodating 6 people
- Task chairs

**Equipment and Display Requirements**

- White Board/Writeable Surface
- Tackable Surface

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Visibility to the outdoors

**Acoustic Requirements**

- Acoustical treatment as necessary to minimize sound transfer





### **Electrical Requirements**

- Dedicated Outlet and Charging location for Lap Top Cart
- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets for digital display

### **Lighting Requirements**

- Shade Control – darken for video instruction (manual ok)
- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting

### **Communications & Technology Requirements**

- Speaker
- Infrastructure for Wireless network access point

### **Other Requirements**

- Visual Connection to outdoors – Physical if possible and secure



**Space Name: POD Storage Room**

Space Area:	100 SF
Number of Spaces:	3 (1 per POD)
Number of Occupants:	Shared with all POD staff

**General Information**

These Storage Rooms are located within each POD of (5-Classroom/2-Maker Labs) to allow for sharing materials and resources between disciplines.

**Intended Community Uses**

- None

**Proximity Requirements**

- Adjacent to all Classrooms
- Adjacent to Shared Project Areas

**Activity Description**

- Storage of Curriculum Materials
- Storage of Equipment

**Finish Requirements:**

- Floor: Sealed/Polished concrete
- Walls: Painted gypsum wallboard
- Ceiling: Suspended acoustical ceiling or open to structure above

**Furniture and Casework Requirements**

- Shelving to accommodate curriculum materials

**Equipment Requirements**

- None

**Plumbing Requirements**

- None

**Mechanical Requirements**

- Heating and ventilation to meet code

**Electrical Requirements**

- Convenience outlets per code

**Other Requirements**

- Lockable door



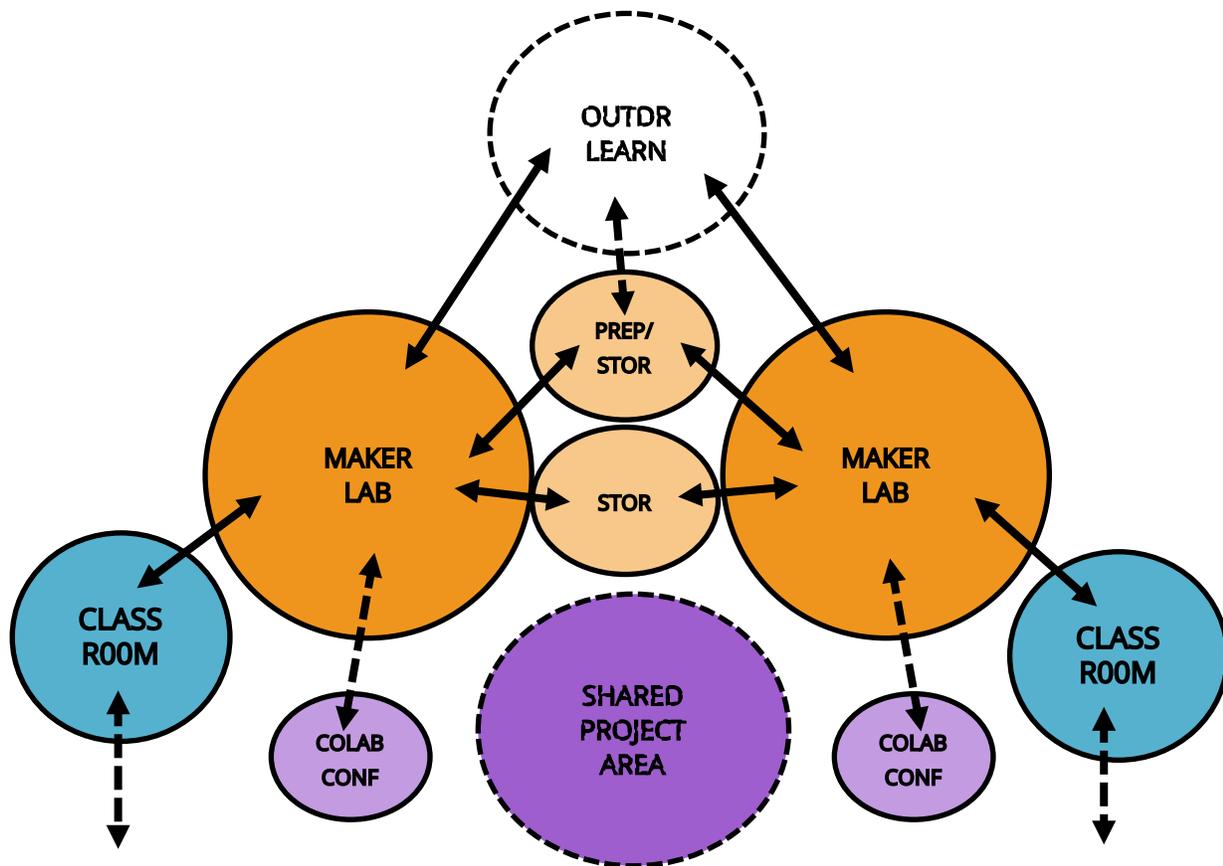
## Maker Labs: Project Based Learning Labs (Science, Art, CTE) La Center Middle School

### Goals and Objectives

With an enhanced focus on hands on learning and exploration, Maker Labs that support current curriculums are important. These labs are primarily for Science, CTE, and Art and to be intermixed with the general academic classrooms to be utilized by other disciplines. Spaces need to be flexible and adaptable for current, changing, and future learning and teaching models. Allowing a direct connection to a general classroom allows for collaborative teaching of academic and project based curriculums.

### General Information

The Maker Labs will allow for some direct instruction and demonstration, but mostly student driven project based exploratory learning and experimentation. Individual or small group (2-4 students) learning is typical with a need lab workstations for 2 – 4 students located on mobile work tables with access to sinks at the perimeter of the room. Variety of equipment and tools will be utilized.



**Space Name: Science/Art/CTE Maker Lab**

Space Area:	1200 SF
Number of Spaces:	6 Total (4 Science/1 Art/ 1 CTE – 2 per POD)
Number of Occupants (per clsm):	1 Staff 25-32 Students maximum
Groupings of Spaces:	5 Classrooms & 2 Maker Labs/POD 2 Shared Prep Rooms @ Science (1/ 2 Maker Labs) 2 Shared Science Storage Rooms (1/ 2 Maker Labs)

**General Information**

The Science Maker Labs should be located and laid out in a manner to promote as much flexibility as possible for potential future program or learning model modifications. These labs are spaces for students to explore and get messy

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access to Shared Science Prep/Storage
  - Controlled visual connection through prep rooms to Maker Lab
- Direct access of one General Classroom to every Maker Lab
  - Controlled visual connection
- Direct access to Covered Outdoor Learning area
- Adjacent/Direct access to Collaboration Conference Rooms
  - Ability for one space to be recording/green room
- Art/CTE Maker Labs ideally on first floor
- Dispersed Lab Groupings

**Activity Description**

- Group instruction including:
  - General Science
    - Chemistry / Astronomy
    - Physics
    - Biology
    - Botany
  - CTE
    - Robotics
    - Agriculture
    - Environmental Science
  - Visual Arts: 2D & 3D
    - Digital Art
    - Video
    - Animation
    - Painting
    - Drawing
    - Ceramics
- Individual lab work
- Small group instruction



- Small Group Collaboration experiments/projects in groups of two to four students
- Testing students
- Showing videos
- Storing student projects
- Display student projects
- Club activities
- Critiquing of student work
- Using computer, digital display, document/demonstration camera, and audio/visual equipment for demonstration
- Using computers to: interface with experiments, program, digital art, digital fabrication
- Using and building robots

### **Finish Requirements:**

- Floor: Sealed/Polished concrete
- Walls: Painted gypsum wallboard, tackable and writeable wall surface on at least one wall
- Ceiling: Ceiling open to structure above for flexibility and ease of access

### **Furniture, Storage, and Casework Requirements**

- (4) Mobile 4-person islands with epoxy resin tops – standing height. (ability to use under island storage of 4-bulk paper boxes )
  - Provide hooks w/ marker board tablets
- (8) Mobile 2-person tables with epoxy resin tops (all square)
  - Provide hooks w/ marker board tablets
- (32) Tall Student chairs w/ backs
- Mobile demonstration table with power and data located at side counter (function as presentation cart)
- Instructor stool – adjustable height
- Teacher Desk & Chair (adjustable heights if possible) @ Art & CTE
- 30" deep Countertop with base and upper cabinets along perimeter walls
  - minimum of four (4) deep and wide sinks spaced equally around room
  - (8) student lab workstations with knee spaces for computers
- (1) Locking wardrobe cabinet
- (5) 36"W x 24"D x 84"H lockable storage cabinets with (8) adjustable shelves each and tackable/writeable surfaced doors for storing student projects
  - Sliding whiteboards at built-in cabinet areas (behind demonstration table)
- (8) Drawers of lockable filing in addition to workstation storage
- Large Poster Storage (Mobile)
- Peg boards for tool/headphone storage
- (1) Recycle bin
- (1) Trash bin

### **Equipment and Display Requirements**

- Fire blanket/ Fire extinguishers Cabinets
- White Board/Writeable Surface
- Display area outside of Lab: hanging & shelves for 3D (above lockers)
- Tackable Surface
- Document Camera



- Large Digital display monitor (Two per room)
- Emergency eyewash/shower with adjacent floor drain
- (2) Exhaust Fans for Soldering stations (Art/CTE)
- Overhead plug-ins
- (8) Desk Top Computers
- Table top 3D printer
- Table top Laser Cutter w/ exhaust

### **Plumbing/Utility Requirements**

- (1) Large double basin sink (20"x30"x12" min with gooseneck faucets and plaster clay traps)
- (4) Deep sinks at student lab workstations (6 sinks at Science Labs)
  - (1) sink with drinking fountain
- Emergency eyewash/shower
- Floor drains with clay traps

### **Mechanical Requirements**

- Operable Windows
- Individual Room Climate Control
- Visibility to the outdoors
- Heating and ventilation to meet code
- Provide air filtration or exhaust system for removing dust

### **Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer
- Voice Amplification System

### **Electrical Requirements**

- Dedicated Outlet and Charging location for Lap Top Cart
- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets at counters (per code or one every 5 feet)
- Outlets for digital display
- Outlet for teaching station
- Overhead power - Utility grid at 10'-0" AFF for electrical distribution
- Outlets at student computer station locations, demonstration table, workstation, centered below instructional wall, and digital displays

### **Lighting Requirements**

- Shade Control – darken for video instruction (manual ok)
- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting

### **Communications and Technology Requirements**

- Voice Amplification System
- Telephone
- Clock



- Speaker
- Wireless network access point
- Network Connection at teacher station

**Other Requirements**

- Physical connection to outdoors with Garage Door for Outdoor Experiments
  - Underwater rovers
  - Wetland Studies
  - Solar Studies
- Double doors might work better.



<b>Space Name:</b>	<b>Shared Science Prep and Storage Room</b>
Space Area - Prep:	<u>200 SF</u>
Number of Spaces:	2 (1 per 2 labs)
Space Area - Storage:	<u>150 SF</u>
Number of Spaces:	2 (1 per 2 labs)
Number of Occupants:	2 Staff
Groupings of Spaces:	2 Maker Labs/POD 1 Shared Science Prep Rooms 1 Shared Science Storage Rooms

### General Information

The Shared Science Prep and Storage Rooms are located between Science Maker Labs to allow teachers to collaborate, share materials, prep experiments, while monitoring the Labs.

### Intended Community Uses

- Limited

### Proximity Requirements

- Direct access from Science/Maker Labs
  - Controlled visual connection to Maker Lab
- Storage Access from outside if possible

### Activity Description

- Class/Experiment Preparation
- Cleaning of Lab Equipment
- Storage of Chemicals
- Charging of Equipment
- Storage of Equipment

### Finish Requirements:

- Floor: Sealed/Polished concrete
- Walls: Painted gypsum wallboard
- Ceiling: Suspended acoustical ceiling or open to structure above

### Furniture, Storage, and Casework Requirements

- Lockable base cabinets with epoxy countertop and locks
- Wall mounted lockable upper cabinets above
- (1) Glassware storage cabinet
- Epoxy resin countertops
- Microscope storage cabinet to accommodate 34 microscopes
  - Charging In Cabinets (multiple plugs)
- Counter with two (2) knee spaces
- Open metal shelving to accommodate curriculum materials

### Equipment and Display Requirements

- Deep lab sink
- Emergency eye wash (sink mounted)
- Residential dishwasher



- Residential refrigerator/freezer
- Glassware Drying rack
- Small flammable storage cabinet
- Small chemical storage cabinet
- Fume hood (table top)
- UV Goggle cabinet for 40 goggles @ Science
- Compressed air (CO<sub>2</sub>) in portable containers

#### **Plumbing/Utility Requirements**

- Epoxy or stainless steel sink

#### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code
- Provide manually operated overhead exhaust
- Exhaust at fume hood

#### **Acoustic Requirements**

#### **Electrical Requirements**

- Convenience outlets above countertop
- Outlets @ Microscope cabinet
- Provide network access

#### **Lighting Requirements**

- Shade Control – darken for video instruction (manual ok)
- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting

#### **Communications and Technology Requirements**

- Voice Amplification System
- Telephone
- Clock
- Speaker
- Wireless network access point
- Network Connection at teacher station

#### **Other Requirements**

- Soap dispenser at sink
- Paper towel dispenser at sink



<b>Space Name:</b>	<b>Art/CTE Maker Storage Room</b>	
	Space Area:	150 SF
	Number of Spaces:	2 (1 per lab)
	Number of Occupants:	1 Staff
	Groupings of Spaces:	2 Maker Labs/POD 2 Storage Rooms (1 per Lab)

### General Information

The Storage Rooms are located between the Art/CTE Maker Labs to allow for materials and project storage. The initial intended use is to have one storage for each Art/CTE Lab with a connection to allow for the flexibility to be adapted for future curriculums.

### Intended Community Uses

- Limited

### Proximity Requirements

- Direct access from Art/CTE Maker Labs
  - Controlled visual connection to Maker Lab
- Storage Access from outside if possible

### Activity Description

- Storage of Curriculum Materials
- Storage of Student Projects
- Storage of Equipment

### Finish Requirements:

- Floor: Sealed/Polished concrete
- Walls: Painted gypsum wallboard
- Ceiling: Suspended acoustical ceiling or open to structure above

### Furniture, Storage, and Casework Requirements

- Shelving to accommodate curriculum materials
- Apron Hooks

### Equipment Requirements

- None

### Plumbing/Utility Requirements

- None

### Mechanical/Environmental Requirements

- Heating and ventilation to meet code
- Provide manually operated overhead exhaust
- Exhaust at fume hood

### Acoustic Requirements

- None



### **Electrical Requirements**

- Convenience outlets above countertop
- Outlets @ Microscope cabinet
- Provide network access

### **Lighting Requirements**

- Shade Control – darken for video instruction (manual ok)
- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting

### **Communications and Technology Requirements**

- Voice Amplification System
- Telephone
- Clock
- Speaker
- Wireless network access point
- Network Connection at teacher station

### **Other Requirements**

- Lockable door with vision window
- Locate on first floor



<b>Space Name:</b>	<b>Kiln Room</b>	
	Space Area:	50 SF
	Number of Spaces:	1
	Number of Occupants:	None

### General Information

This area should be flexible to support the ceramic arts and be a safe place for students to work with pottery and kiln activities.

### Intended Community Uses

- Limited

### Proximity Requirements

- Direct access/visual link to Art Room
- Direct access to building exterior
- Convenient access to Storage

### Activity Description

- Firing ceramic products
- Firing clay kilns and glass fusing kilns

### Finish Requirements:

- Floor: Sealed concrete
- Walls: Painted gypsum wallboard
- Ceiling: Open to structure

### Furniture, Storage, and Casework Requirements

- Stainless steel table with lockable overhead storage
- (2) Open metal shelving, (36"W x 18"D x 84"H)
- (2) Mobile carts

### Equipment and Display Requirements

- (1) Large kiln, electric, with automatic timer
- Fire extinguisher

### Plumbing/Utility Requirements

- None

### Mechanical/Environmental Requirements

- Heating and ventilation to meet code
- Provide air filtration system for removing dust and ceramic particles

### Acoustic Requirements

- None

### Electrical Requirements

- 208 volt outlets/with individual shut-off for kiln



### **Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

### **Communications and Technology Requirements**

- Clock
- Emergency intercom speaker only
- At least one Data/Network connection

### **Other Requirements**

- Operable windows if possible
- Window shades or other light control devices



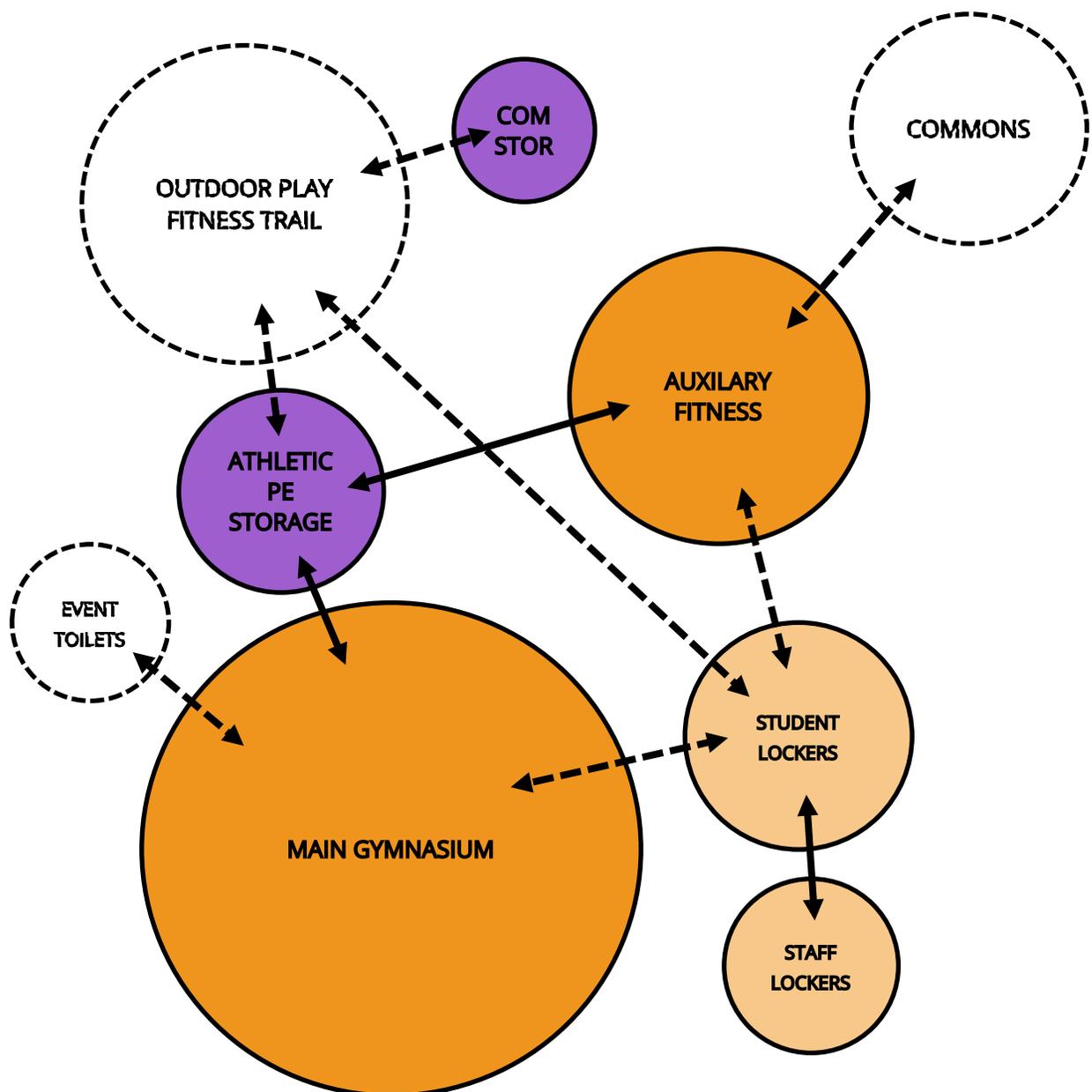
## Physical Education, Fitness, & Athletics - La Center Middle School

### Goals and Objectives

Provide spaces that allow students to learn and participate in a variety of different physical fitness activities. Students will learn about themselves, health, teamwork, and sportsmanship.

### General Information

A Main Gymnasium will be provided to accommodate (1) main basketball court and (1) main volleyball court. Bleachers will be provided on one side. Existing fields at other facilities will be used for track and field, soccer, football, and softball activities. If budget and site layout allows, multi-use grass areas with a fitness trail will be developed for outdoor play and physical education.



**Space Name: Main Gymnasium**

Space Area:	7,600 SF
Min. Ceiling Height:	25FT
Number of Spaces:	2 teaching stations divided by motorized curtains
Number of Occupants:	2 Staff, 1 per station 38 Students (per station) maximum 450 Minimum bleacher capacity for assemblies

**General Information**

This area should be flexible to support student physical education and athletic activities as well as large group gatherings of students and community.

**Intended Community Uses**

- After school sports activities and performances

**Proximity Requirements**

- Convenient access to Athletics & P.E. Storage
- Convenient access to Boys/Girls Locker Rooms
- Convenient access to Staff Locker Rooms
- Convenient access to Auxiliary Fitness
- Convenient access to outdoor play area
- Convenient access to student toilets

**Activity Description**

- Instruction in group physical fitness
- Supervised games and activities
- Physical training and personal fitness instruction
- Basketball
- Volleyball, badminton, and pickle-ball
- Aerobic exercise
- Student assembly (Consider possible Assembly in Commons)
- Community events
- The gym will be used the full day and on occasion after hours

**Finish Requirements:**

- Floor: Hardwood floor
- Walls: Masonry walls or framed walls with protective hard surface wainscot
- Ceiling: Open to structure

**Furniture, Storage, and Casework Requirements**

- None

**Equipment and Display Requirements**

- Motorized projection screen
- Recessed sleeves for volleyball/badminton standards



- (3) Basketball backboards per station if possible with a total of (6) minimum, (2) main court key operated motorized overhead suspended backboards for main basketball court (all with break-away rims if possible)
- (3) Short practice volleyball/badminton cross courts per station, (1) main volleyball court
- (4) Badminton and or pickle-ball courts per station
- Rock climbing wall (40 LF)
- Folding bleachers on (1) side
- Speakers with sound enhancement capabilities for both independent and simultaneous use
- PA control panel
- Capabilities for wireless network access
- Projector (consider protected permanent recessed or ceiling projector location)
- Motorized divider curtains to divide space into (2) stations
- (1) Whiteboard per station, without tray (2 total in Gym)
- (1) Peg board
- (1) Pull-up bars
- (2) Scoreboards

#### **Plumbing/Utility Requirements**

- Drinking fountains in nearby corridor

#### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

#### **Acoustic Requirements**

- Acoustically treat wall assemblies to retard sound transmission and control sound in the large volume space
- Acoustical roof deck

#### **Electrical Requirements**

- Electrical outlets per code and at data outlet locations
- Sound/PA system (separate control for each side) w/ sound enhancement
- Power and data for projector and at designated instructional areas
- Power for scoreboards
- Power for backboards and divider curtain

#### **Lighting Requirements**

- Motorized shade control – Darken for video instruction
- Lighting controls per current energy code
- Maximize daylighting
- Dimmable/zoned lighting
- No florescent lighting

#### **Communications and Technology Requirements**

- Voice Amplification System with wireless microphone
- Clock
- Intercom/Speaker with emergency notification button
- Wireless network access points



- Data/Network connection at (2) teaching stations

**Other Requirements**

- Game striping for basketball, volleyball, badminton and/or pickle-ball
- Provide wall padding at run off areas at each main court basketball goal
- Wire guards over all wall mounted speakers, clocks, F/A horns, etc.
- Provide drinking fountain in close proximity to Main Gymnasium
- Double door access



**Space Name: Auxiliary Fitness**

Space Area:	3,000 SF
Number of Spaces:	1
Number of Occupants:	1 Staff 38 Students maximum

**General Information**

This is to be a flexible space for physical education, before-school and lunch time play, and additional after school group activities.

**Intended Community Uses**

- After school sports activities and performances

**Proximity Requirements**

- Convenient access to Commons
- Convenient access to Athletics & P.E. Storage
- Convenient access to Boys/Girls Locker Rooms
- Convenient access to Main Gymnasium
- Convenient access to student toilets
- Direct access to outdoor play area

**Activity Description**

- Instruction in group physical fitness
- Supervised games and activities
- Physical training and personal fitness instruction
- Basketball
- Volleyball, badminton, and pickle-ball
- Aerobic exercise
- Community events

**Finish Requirements:**

- Floor: Rubberized floor or cushioned hard surface vinyl sheet sport flooring
- Walls: Painted gypsum wallboard with hard surface wainscot and tackable wall surface on at least one wall
- Ceiling: Open to structure with appropriate acoustical properties

**Furniture, Storage, and Casework Requirements**

- None

**Equipment and Display Requirements**

- Recessed sleeves for volleyball/badminton standards
- (1) Main basketball court with backboard
- (1) Main volleyball court
- Speakers with sound enhancement
- PA control panel
- Capabilities for wireless network access
- (1) Whiteboard without tray



### **Plumbing/Utility Requirements**

- Drinking fountains in nearby corridor

### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Acoustic Requirements**

- Acoustically treat wall assemblies to retard sound transmission and control sound in the large volume space
- Acoustical roof deck

### **Electrical Requirements**

- Electrical outlets per code and at data outlet locations
- Sound/PA system w/ sound enhancement

### **Lighting Requirements**

- Motorized shade control – Darken for video instruction
- Lighting controls per current energy code
- Maximize daylighting
- Dimmable/zoned lighting
- No florescent lighting

### **Communications and Technology Requirements**

- Voice Amplification System with wireless microphone
- Clock
- Intercom/Speaker with emergency notification button
- Wireless network access points
- Data/Network connection at teaching station

### **Other Requirements**

- Game striping for basketball, volleyball, badminton and/or pickle-ball
- Provide wall padding at run off areas at each main court basketball goal
- Wire guards over all wall mounted speakers, clocks, F/A horns, etc.
- Door to exterior if possible
- Double door access if possible



<b>Space Name:</b>	<b>Student Locker Rooms (1 set per gender)</b>	
Space Area:	900 SF	
Number of Spaces:	2	
Number of Occupants:	2 Staff	
	96 Students, at one time	

### General Information

Student locker rooms will primarily be used for changing of street clothes into appropriate PE or athletic uniforms and vice-versa. It is essential that all of the locker rooms and access points be observable from the PE offices, this will require island lockers low enough to see over. Showers and accessible changing stalls will be provided. Adequate mechanical ventilation is essential.

### Intended Community Uses

- Limited

### Proximity Requirements

- Direct access/visibility from PE Office
- Convenient access to Main Gymnasium
- Convenient access to Auxiliary Fitness
- Convenient access to outdoor play area

### Activity Description

- Changing of student street clothes to PE /Athletic clothes
- Available student showers
- Available student toilets

### Finish Requirements:

- Floor: Sealed concrete with ceramic tile at shower areas
- Walls: Painted gypsum wallboard with ceramic tile at shower areas
- Ceiling: Painted gypsum wallboard

### Furniture, Storage, and Casework Requirements

- None

### Equipment and Display Requirements

- Accessible toilet stalls
- Accessible shower stalls
- (40) Half-height dressing lockers per gender
- (145) Box lockers per gender, stacked 6 high @ walls and 3 high @ islands
- Island lockers with flat top, diamond plate
- Concrete changing benches (part of locker bases)
- 6 lf of marker board
- 6 lf of Tack board

### Plumbing/Utility Requirements

- Hand sinks



- Toilets/urinals
- Showers
- Drinking fountains
- Floor drains in all areas

#### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

#### **Acoustic Requirements**

- Acoustically treat walls and ceilings

#### **Electrical Requirements**

- Electrical outlets per code

#### **Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

#### **Communications and Technology Requirements**

- Clock
- Intercom/Speaker with emergency notification button

#### **Other Requirements**

- Durable wall surfaces such as ceramic tile
- Lockable doors
- Ability to lock off toilet area separate from locker room area if possible



<b>Space Name:</b>	<b>PE Staff Offices (1 per gender)</b>	
	Space Area:	200 SF
	Number of Spaces:	2
	Number of Occupants:	1 Staff per gender

### General Information

The PE offices will provide staff with an area to prep for class, perform office functions, shower, and supervise the Student Locker Rooms.

### Intended Community Uses

- Limited

### Proximity Requirements

- Direct access to and visual control of Student Locker Rooms
- Convenient access to Main Gymnasium
- Convenient access to Auxiliary Fitness

### Activity Description

- Performing office functions for PE staff
- Supervision of Student Locker Rooms
- Changing of staff street clothes to PE /Athletic clothes
- Available staff shower
- Available staff toilet

### Finish Requirements:

- Floor: Sealed concrete
- Walls: Painted gypsum wallboard, one wall tackable surface
- Ceiling: Suspended acoustical ceiling

### Furniture, Storage, and Casework Requirements

- (1) Workspace
- (1) Task chair
- (1) Side chair
- (8) Drawers of lockable filing
- (1) Tall storage cabinet
- (2) full height lockers
- (1) Tack board
- Mirror

### Equipment and Display Requirements

- (1) Computer workstation
- Printer
- Telephone/data/intercom/clock (VoIP)

### Plumbing/Utility Requirements

- Toilet / Lav



- Shower

#### **Mechanical/Environmental Requirements**

- The HVAC will be controllable for off-hour over-ride only, by the occupant of the room

#### **Acoustic Requirements**

- None

#### **Electrical Requirements**

- Power and data for computer equipment
- Convenience outlets per code

#### **Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

#### **Communications and Technology Requirements**

- Clock
- Intercom/Speaker with emergency notification button

#### **Other Requirements**

- None



**Space Name: Athletics and PE Storage**

Space Area:	750 SF (250-PE, 500-Athletic)
Number of Spaces:	1 (or 2 separate)
Number of Occupants:	None

**General Information**

These spaces are used to store materials and equipment to support the physical education and athletic programs.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access to Gymnasium
- Convenient access to Auxiliary Fitness
- Convenient access to outdoor play areas

**Activity Description**

- Storage of equipment for Athletics and PE activities both inside and outside.

**Finish Requirements**

- Floor: Sealed concrete
- Walls: Painted gypsum wallboard with hard surface wainscot
- Ceiling: Open to structure

**Furniture, Storage, and Casework Requirements**

- Heavy duty open shelving.
- Locking chain-link fence enclosures for different Athletic and PE groups.

**Equipment and Display Requirements**

- (8) sets of volleyball standards
- (12) sets of portable badminton standards
- (3) 24" w x 36" l x 30" h Ball carts
- (5) Athletic equipment carts
- (36) aerobic steppers – Stack in corner
- Ball inflator pump
- Jump rope cart
- (10) folding mats – Stack in corner

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Heating and ventilation to meet code



**Acoustic Requirements**

- None

**Electrical Requirements**

- Convenience outlets
- Emergency intercom speaker only

**Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

**Communications and Technology Requirements**

- At least one data/network outlet

**Other Requirements**

- Lockable double doors
- Separate keying for Athletics and PE Storage areas



<b>Space Name:</b>	<b>Community Storage</b>	
	Space Area:	100 SF
	Number of Spaces:	1
	Number of Occupants:	None

**General Information**

This space is to provide community groups storage for physical activities in the Gymnasium and outdoor play areas

**Intended Community Uses**

- Access by community groups

**Proximity Requirements**

- Direct access to outdoor play areas if possible
- Convenient access to Gymnasium
- Convenient access to Auxiliary Fitness

**Activity Description**

- Storage of community equipment for physical activities both inside and outside.

**Finish Requirements**

- Floor: Sealed concrete
- Walls: Painted gypsum wallboard with hard surface wainscot
- Ceiling: Open to structure

**Furniture, Storage, and Casework Requirements**

- Heavy duty open shelving

**Equipment and Display Requirements**

- None

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

**Acoustic Requirements**

- None

**Electrical Requirements**

- Convenience outlets
- Emergency intercom speaker only

**Lighting Requirements**

- Lighting controls per current energy code



- No florescent lighting

**Communications and Technology Requirements**

- At least one data/network outlet

**Other Requirements**

- 42" wide door or double door with removable mullion



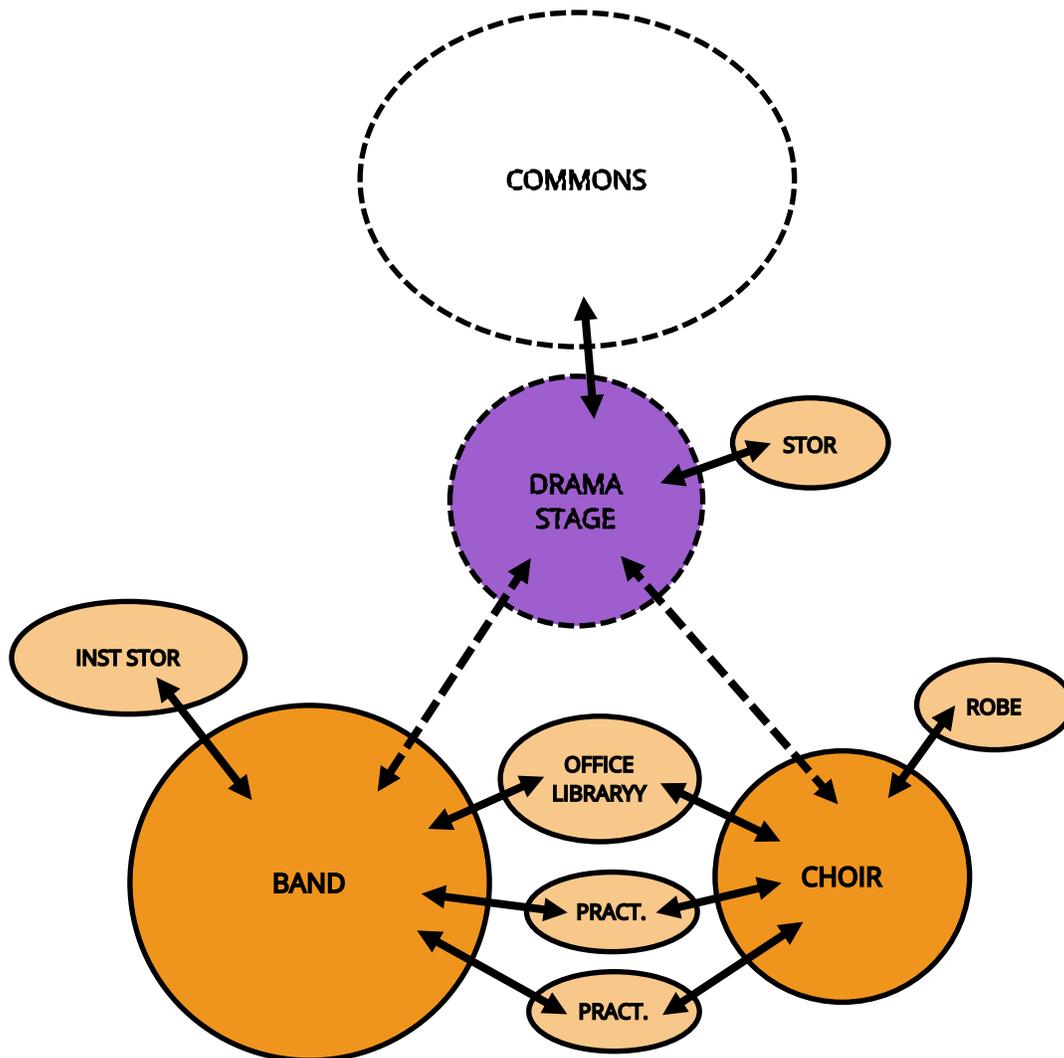
## Performing Arts: Band, Choir, and Drama La Center Middle School

### Goals and Objectives

To provide spaces that will support student development in a range of different performance and production skills.

### General Information

This is a comprehensive program for the study and presentation of musical and theatrical performing arts including band, choir, and drama. A Stage connected to the Commons will be provided for performances and presentations. Musical practice and performance spaces should be acoustically optimized to retard sound transmission between adjoining rooms as well as allow for fine tuning within each space.



**Space Name: Band Room**

Space Area:	2,200 SF
Number of Spaces:	1
Number of Occupants:	1 Staff 85 Students (maximum)

**General Information**

This area should be flexible to support student experience with different music types and allow practice for developing performance capabilities

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access to Instrument Storage
  - Controlled visual connection
- Direct access to Music Library/Office
  - Controlled visual connection
- Convenient access to Small Practice
  - Controlled visual connection
- Convenient access to Stage/Choir/Drama

**Activity Description**

- Band class direct instruction and rehearsal
- Recording and playback of band performance

**Finish Requirements**

- Floor: Carpet
- Walls: Painted gypsum wallboard with acoustical treatment
- Ceiling: Subject to sound isolation and acoustical requirements

**Furniture, Storage, and Casework Requirements**

- (85) Student chairs, movable and stackable
- (50-60) Music stands
- (2) Tall storage cabinets with adjustable shelves
- 29" high countertop with sink and locking base cabinets below.

**Equipment and Display Requirements**

- (1) 5' x 8' Fixed whiteboard (6' high preferred)
- (2) 8' Long vertically sliding whiteboards, (1) with staff lines (adjacent to fixed whiteboard)
- LCD short-throw projector mounted to front wall above fixed whiteboard
- (1) Upright piano
- (1) Conductor podium
- (1) Document camera
- (1) Camera cart with laptop docking station
- Mobile sound system for recording/playback with MP3, CD, DVD, and Bluetooth capabilities
- Ceiling mics for recording



- Wall mounted speakers on teaching wall

### **Plumbing/Utility Requirements**

- Wide (48") Extra deep tub sink
- Typical classroom sink with bubbler.

### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Acoustic Requirements**

- Acoustically treat wall assemblies to retard sound transmission between adjoining classrooms and other sensitive spaces
- Room should be tunable for different sound types (curtains)
- Acoustical doors and relites

### **Electrical Requirements**

- Provide per General Criteria, General Instructional Area Information
- Ample power outlets around the perimeter

### **Lighting Requirements**

- Shade Control – Darken for video instruction
- Lighting controls per current energy code
- Maximize daylighting
- Dimmable/zoned lighting
- No florescent lighting

### **Communications and Technology Requirements**

- Voice Amplification System with wireless microphone
- Telephone
- Clock
- Intercom/Speaker with emergency notification button and instructor controlled volume
- Wireless network access point
- Data/Network connection at teacher station

### **Other Requirements**

- Provide a 42" door or double doors with removable center mullion to allow movement of large instruments between the band, stage and choir rooms
- Flat floor
- High ceiling
- Ceiling mics for recording
- Soap dispenser at sink
- Paper towel dispenser at sink



**Space Name: Music Library / Office**

Space Area:	200 SF
Number of Spaces:	1
Number of Occupants:	2 staff

**General Requirements**

The Music Library / Office will provided shared library space with separate workstations for the Band and Choir instructors

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access/visual link to Band and Choir Rooms
  - Controlled visual connection
- Convenient access to Practice Rooms
- Convenient access Instrument Storage

**Activity Description**

- Performing office functions for music staff
- Class preparation
- Filing
- Storage of musical resources
- Re-sampling recorded material

**Finish Requirements:**

- Floor: Carpet
- Walls: Painted gypsum wallboard
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- (2) Workspaces or desks
- (2) Task chairs
- (1) Wardrobe cabinet
- (10) 4-drawer file cabinets – 5/Band, 5/Choir
- Upper cabinets above file cabinets

**Equipment and Display Requirements**

- (2) Computer workstations
- Printer
- Telephone/data/intercom/clock (VoIP)

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Heating and ventilation to meet code



**Acoustic Requirements**

- Acoustically separated from Band and Choir Rooms

**Electrical Requirements**

- Telephone, power, and data at each workstation

**Lighting Requirements**

- Lighting controls per current energy code
- Maximize daylighting if possible
- No florescent lighting

**Communications and Technology Requirements**

- Telephone
- Clock
- Intercom/Speaker with emergency notification button
- Data/Network connection at work stations

**Other Requirements**

- Acoustical doors and relites
- Relites with blinds to adjacent spaces
- Space to record and edit performance material



**Space Name: Practice Rooms**

Space Area:	200 SF
Number of Spaces:	2
Number of Occupants:	3 - 5 Students

**General Requirements**

Provide practice rooms for small group rehearsals.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Convenient access to Band and Choir Rooms
  - Controlled visual connection
- Convenient access to Music Library / Office

**Activity Description**

- Individual and small group instrument or choir practice

**Finish Requirements**

- Floor: Carpet
- Walls: Painted gypsum wallboard with acoustical treatment
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- (4) Student chairs
- (4) Music stands

**Equipment and Display Requirements**

- 4' whiteboard
- (1) Upright piano
- 3'w x 7'h mirror on front wall

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

**Acoustic Requirements**

- Acoustically treat wall assemblies to retard sound transmission between adjoining classrooms and other sensitive spaces
- Acoustical doors and relites

**Electrical Requirements**

- Convenience outlets



**Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

**Communications and Technology Requirements**

- Clock
- Emergency intercom speaker only
- At least one Data/Network connection

**Other Requirements**

- Provide a 42" door



**Space Name: Instrument Storage**

Space Area:	200 SF
Number of Spaces:	1
Number of Occupants:	None

**General Requirements**

Storage of instruments used in band classes/performances. The Instrument Storage will house a combination of school owned and student owned instruments.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Convenient access to Band Room
  - Controlled visual connection
- Convenient access to Stage if possible

**Activity Description**

- Storage of musical instruments and related items

**Finish Requirements**

- Floor: Carpet
- Walls: Painted abuse resistant gypsum wallboard
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- Provide casework for the following type and quantity of instruments, quantity is based on the average total instruments from the typical Wenger Instrument storage for 100 band instruments.
  - (1) piccolo
  - (3) oboe
  - (12) flute
  - (24) clarinet
  - (3) alto clarinet
  - (4) bassoon
  - (5) alto sax
  - (1) tenor sax
  - (1) baritone sax
  - (14) cornet/trumpet
  - (6) French horn
  - (4) baritone horn
  - (6) trombone
  - (4) tuba
  - (6) snare drum
  - (2) tenor drum
  - (1) base drum



**Equipment and Display Requirements**

- None

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

**Acoustic Requirements**

- None

**Electrical Requirements**

- Convenience outlets

**Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

**Communications and Technology Requirements**

- Clock
- Emergency intercom speaker only
- At least one Data/Network connection

**Other Requirements**

- Provide a 42" door or double doors with removable center mullion to allow movement of large instruments
- Consider locating the instruments in lockable storage accessed from corridor



**Space Name: Choir Room**

Space Area:	1,200 SF
Number of Spaces:	1
Number of Occupants:	1 Staff 70 Students

**General Requirements**

Practice rooms are for small group

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access to Music Library/Office
  - Controlled visual connection
- Direct access to Practice Rooms
  - Controlled visual connection
- Convenient access to Band and Stage/Drama
- Convenient access to Robe Storage

**Activity Description**

- Choir instruction, practice and performance
- Recording practice/performance

**Finish Requirements:**

- Floor: Carpet
- Walls: Painted gypsum wallboard with acoustical treatment
- Ceiling: Open to structure, subject to sound isolation and acoustical requirements.

**Furniture, Storage, and Casework Requirements**

- (70) Student chairs, movable and stackable
- (2) Music stands and racks
- (2) Tall storage cabinets with adjustable shelves
- 29" high countertop with sink and locking base cabinets below.
- (1) Task chair Instructor stool
- Mobile folder rack

**Equipment and Display Requirements**

- (1) 5' x 8' Fixed whiteboard (6' high preferred)
- (2) 8' Long vertically sliding whiteboards, (1) with staff lines (adjacent to fixed whiteboard)
- LCD short-throw projector mounted to front wall above fixed whiteboard
- (1) Baby grand piano
- (1) Conductor podium
- (1) Document camera
- (1) Camera cart with laptop docking station
- Mobile sound system for recording/playback with MP3, CD, DVD, and Bluetooth capabilities
- Ceiling mics for recording



- Wall mounted speakers on teaching wall

### **Plumbing/Utility Requirements**

- Sink with bubbler

### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Acoustic Requirements**

- Acoustically treat wall assemblies to retard sound transmission between adjoining classrooms and other sensitive spaces
- Room should be tunable for different sound types (curtains)
- Acoustical doors and relites

### **Electrical Requirements**

- Provide per General Criteria, General Instructional Area Information
- Ample power outlets around the perimeter

### **Lighting Requirements**

- Shade Control – Darken for video instruction
- Lighting controls per current energy code
- Maximize daylighting if possible
- Dimmable/zoned lighting
- No florescent lighting

### **Communications and Technology Requirements**

- Voice Amplification System with wireless microphone
- Telephone
- Clock
- Intercom/Speaker with emergency notification button and instructor controlled volume
- Wireless network access point
- Data/Network connection at teacher station

### **Other Requirements**

- Provide a 42" door or double doors with removable center mullion to allow movement of large instruments between the band, stage and choir rooms
- Stepped floor (4 tiers)
- High ceiling
- Ceiling mics for recording
- Soap dispenser at sink
- Paper towel dispenser at sink
- Consider locating secure robe storage cabinets in room



**Space Name: Robe Storage**

Space Area:	200 SF
Number of Spaces:	1
Number of Occupants:	None

**General Requirements**

Provide secure storage for choir robes and related items

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access to Choir Room
  - Controlled visual connection

**Activity Description**

- Storage of choir robes and related items

**Finish Requirements**

- Floor: Carpet
- Walls: Painted abuse resistant gypsum wallboard
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- Provide hanger rods and shelf for 70+ choir robes

**Equipment and Display Requirements**

- None

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

**Acoustic Requirements**

- None

**Electrical Requirements**

- Convenience outlets
- Emergency intercom speaker only

**Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting



### **Communications and Technology Requirements**

- At least one data/Network outlet

### **Other Requirements**

- Consider locating lockable robe storage cabinets in Choir Room.



**Space Name: Drama / Stage**

Space Area:	1,200 SF
Number of Spaces:	1
Number of Occupants:	1 Staff 60 Students

**General Requirements**

Provide instructional space for theatrical activities and performances.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access to Commons
- Convenient access to Drama Storage
- Convenient access to Band and Choir Rooms

**Activity Description**

- Theatre arts/acting class, practice, and performance
- Set design and construction
- Band and Choir performances

**Finish Requirements:**

- Floor: Hard Surface
- Walls: Painted gypsum wallboard (black) with acoustical treatment
- Ceiling: Painted open structure (black), subject to sound isolation and acoustical requirements.

**Furniture, Storage, and Casework Requirements**

- (60) Student chairs, movable and stackable
- (2) Music stands and racks
- (2) Tall storage cabinets with adjustable shelves
- 29" high countertop with sink and locking base cabinets below
- (1) Task chair Instructor stool

**Equipment and Display Requirements**

- (1) 5' x 8' Fixed whiteboard (6' high preferred)
- LCD short-throw projector mounted to front wall above fixed whiteboard
- (1) Upright piano
- (1) Conductor podium
- (1) Document camera
- (1) Camera cart with laptop docking station
- Mobile sound system for recording/playback with MP3, CD, DVD, and Bluetooth capabilities
- Ceiling mics for recording and performances
- Wall mounted speakers on teaching wall
- Motorized operable wall between Stage and Commons



### **Plumbing/Utility Requirements**

- Sink with bubbler

### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Acoustic Requirements**

- Provide stage quality acoustic control for practice and performances
- Acoustically treat wall assemblies to retard sound transmission between adjoining classrooms and other sensitive spaces
- Acoustical doors and relites
- Acoustical operable wall between commons

### **Electrical Requirements**

- Provide ample outlets around perimeter
- Sound system for recording/playback

### **Lighting Requirements**

- Lighting controls per current energy code
- Dimmable/zoned lighting
- No florescent lighting
- Stage lighting with different color capacity
- Performance lighting control on Stage and in Commons

### **Communications and Technology Requirements**

- Voice Amplification System
- Telephone
- Clock
- Intercom/Speaker with emergency notification button and instructor controlled volume
- Wireless network access point
- Data/Network connection at teacher station

### **Other Requirements**

- Provide a 42" door or double doors with removable center mullion to allow movement of large set designs
- Flat floor with 18" pull out or portable risers (consider 4' wide pull out tiers if available)
- High ceiling
- Stage Curtains (stage front opening, back-stage cyclorama). Consider side legs
- Soap dispenser at sink
- Paper towel dispenser at sink



**Space Name: Drama Storage**

Space Area:	200 SF
Number of Spaces:	1
Number of Occupants:	None

**General Information:**

Provide storage for props and related items that support the Drama program

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access to Stage

**Activity Description**

- Production and storage of set designs

**Finish Requirements:**

- Floor: Hard surface
- Walls: Painted abuse resistant gypsum wallboard
- Ceiling: Open to structure, subject to sound isolation and acoustical requirements.

**Furniture, Storage, and Casework Requirements**

- (3) Mobile costume racks, approximately 6' long
- Open heavy duty shelving

**Equipment and Display Requirements**

- None

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

**Acoustic Requirements**

- None

**Electrical Requirements**

- Convenience outlets

**Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

**Communications and Technology Requirements**

- At least one data/Network outlet

**Other Requirements**

- None



## Learning Commons - La Center Middle School

### Goals and Objectives

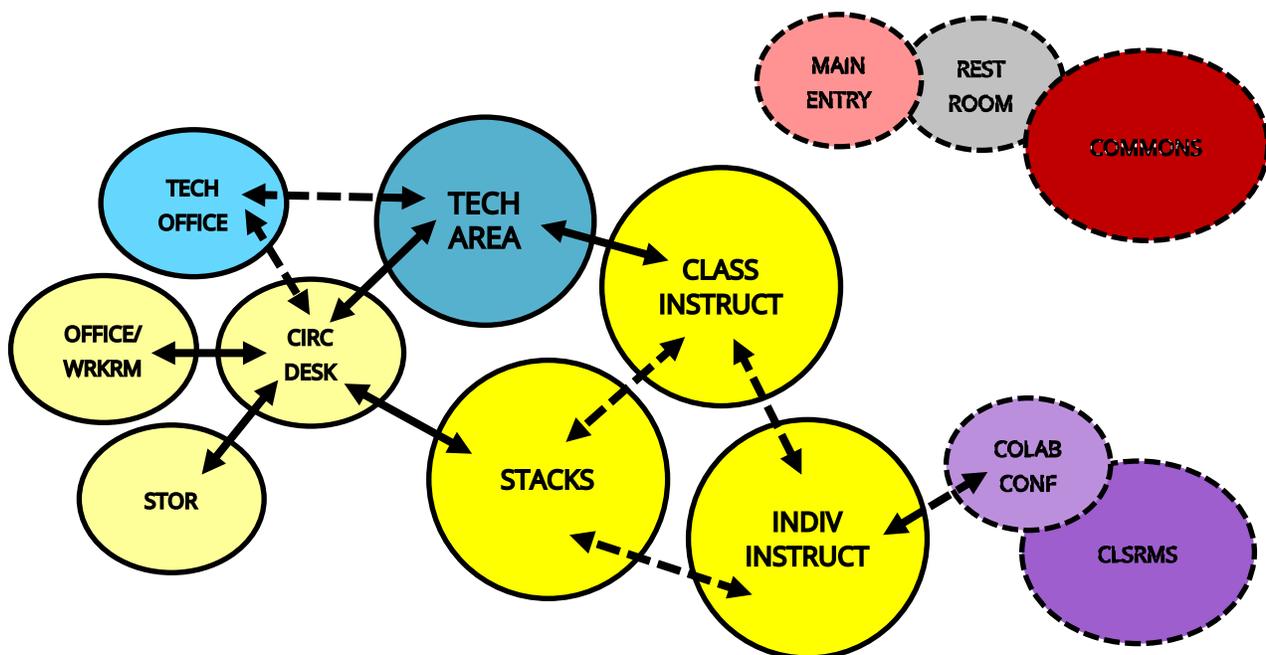
Provide a centrally located resource hub that promotes exploration and discovery, while facilitating in the development of lifelong learners for both Students, Teachers, and the Community. The Learning Commons will serve as a next generation library with the ability to be flexible and adaptable for future evolution and uses.

### General Information

The Learning Commons will be a multi-purpose learning and reference space for all teachers and students, used primarily for research, exploration, studying, reading, and meetings. It will include spaces for small and large group instruction, and be a resource and distribution point of electronic and print media. The learning commons should be welcoming to students and encourage interest in lifelong learning, reading, and access to physical and digital books or reference material.

The Learning Commons will allow for collaboration and connection – operated by a librarian – supported by all. It is to be designed to be flexible and adaptable, removing boundaries, but providing security to the rest of the school for after hours community events and meetings.

The Learning Commons should be arranged so that, from the Circulation Counter, Work Area and Librarian Office, the librarian has the ability to monitor student movement in and out and throughout the Learning Commons. If space is to be distributed throughout the building these distributed areas are to be central and visible to all. If possible, the space should take advantage of indirect natural day lighting with no direct sunlight.



**Space Name: Learning Commons – Stacks and Instruction**

Space Area:	2400 SF
Number of Spaces:	1
Number of Occupants:	1 Librarian 1 Tech/Aide 32 Students @ Direct Instruction Class Area 12 Students @ Computer Workstations 16 Students @ Drop In Seating Options

**General Information**

The Learning Commons will be primarily comprised of the Stacks and Instruction space and will provide areas for the storage/display of printed books and current periodicals, studying, researching, reading, and instructional group teaching. This space should be flexible and adaptable for future uses.

Within the learning commons space there will be a well-defined area for class or group instruction accommodating 32 students. Tables and chairs in this area should be able to be arranged so that all students face toward the instructor. The tables need to be flexible and capable of being rearranged for such purposes as group work, simulations, or faculty meetings. This Group Instruction Area should not be partitioned off from the rest of the Library and is not intended as a dedicated classroom space where a class would be regularly assigned. This should be adjacent to the 12 desktop computers for use and laptops from the laptop cart simultaneously.

There should be a maximum of 16 seats for drop-in students which includes a combination of tables for reading/research and comfortable furniture for casual reading. These spaces needs to be located near the Circulation Counter to facilitate casual observation of students by the librarian. Any tables located in this area should be capable of being rearranged as needed.

**Intended Community Uses**

- Community Meetings and Access
- Access to restrooms after hours

**Proximity Requirements**

- Centrally located with the school
- Convenient access to Commons if necessary acoustical separation can be maintained
- Direct access and visual link to Circulation Desk
- Convenient access and visual link to Librarian Office
- Direct access to Direct Instructional Area
- Direct access to Tech Area
- Adjacent access to Individual Instruction Area
- Adjacent access to classroom collaborative conference rooms
- Convenient access from public building entrance
- Convenient access to restrooms for afterhours use
- Public access after hours

**Activity Description**

- Storing printed fiction and non-fiction material, approximately 7,100 volumes
- Storing periodicals and newspapers



- Large group instruction
- Librarian giving lessons on research
- Faculty, student, and community meetings
- Casual reading
- Studying and researching
- Drop-in student computer use
- Community afterhours activities
- Utilize Green Screen Room/Collaborative Conference Room
- Display Upcoming Events on bulletin board at entrance
- Display Case for Books along corridor
- Circulation to have visibility of entrance/exits to monitor who's coming in and out

### **Finish Requirements**

- Floor: Carpet @ stacks/instruction, Hard Surface @ wet areas
- Walls: Painted gypsum wallboard, tackable and writeable wall surfaces (as budget allows)
- Ceiling: Suspended acoustical ceiling or open to structure above

### **Furniture, Storage, and Casework Requirements**

- 710 lf of adjustable open book shelves (7,100 volumes at 10 volumes per LF)
  - full size, single-sided, and fixed at perimeter stacks,
  - 1/2 size, double-sided, and mobile at interior stacks
  - Orient shelving so that aisles are visible from the Circulation Counter
  - Provide 36-inch aisle width between shelving for handicap accessibility
  - Provide access without having to walk through an Group Instruction Area
  - (2) Reference surfaces for large dictionaries – located at ends of mobile stacks
- Racks for display of 20 periodicals/magazines,
  - w/ 2 sets of shelves to convert to standard bookcases with storage for back issues
- (10) 3-person rectangular tables (moveable/mobile) @ direct instruction area (30 stations)
- (46) Student chairs
- (2) High-top rectangular tables or High-top counter for six spaces (near tech area)
- (6) Tall Chairs
- Soft/washable furniture/lounge chairs/couches (to seat up to 10)
- Teacher Presentation Cart
- Display case – in corridor, accessible from inside Learning Commons
- Book Drop – in corridor, accessible from Learning Commons
- (1) Kiosk for OPAC computer (visible from Circulation Counter)
- (1) Recycle bin
- (1) Trash bin

### **Equipment and Display Requirements**

- White Board/Writeable Surface
- Tackable Surface
- Bulletin boards near entry for announcements
- Large Digital display monitor
- Document Camera

### **Plumbing/Utility Requirements**



- Sink @ workroom

### **Mechanical/Environmental Requirements**

- Operable Windows
- Individual Room Climate Control
- Visibility to the outdoors

### **Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer
- Voice Amplification System

### **Electrical Requirements**

- Dedicated Outlet and Charging location for Lap Top Cart
- Convenience outlets at all walls (per code or minimum two per wall)
- Floor Outlets spaced evenly around room for flexibility
  - Used at soft seating for charging laptops and similar electronic devices
  - Used at desktop computer stations in Tech area
- Outlets at counters (per code or one every 5 feet)
- Outlets for digital display
- Outlet for teaching station
- Outlets at circulation desk

### **Lighting Requirements**

- Shade Control – darken for video instruction (manual ok)
- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting
- Lighting at Display Cases

### **Communications and Technology Requirements**

- Voice Amplification System
- Telephone
- Clock
- Speaker
- Wireless network access point
- Network Connection at teacher station

### **Other Requirements**

- Prefer no large round tables – need to be able to group
- No casters on chairs
- No bean bags
- No book security – mobile scan checkout available
- No direct afterhours access – use/off main entry
- Visual Connection to Outdoors - No Direct Sunlight
- Kids use before school and after school



**Space Name: Tech Area**

Space Area:	300 SF (part of Learning Commons Total SF)
Number of Spaces:	1
Number of Occupants:	1 Librarian 1 Tech/Aide

**General Information**

The Tech area is where desktop computers can be set up and lap tops can be used at the tables in the instructional area. This area is to be flexible and adaptable to changing technologies and space configurations.

**Intended Community Uses**

- Community Meetings and Access

**Proximity Requirements**

- Directly adjacent to Learning Commons instructional space
- Convenient access to Tech Office
- Directly adjacent to Circulation Desk for librarian to monitor screens

**Activity Description**

- Reference
- Research
- Project Work

**Finish Requirements**

- Floor: Carpet
- Walls: Painted gypsum wallboard, tackable and writeable wall surfaces (as budget allows)
- Ceiling: Suspended acoustical ceiling or open to structure above

**Furniture, Storage, and Casework Requirements**

- (4) 3-person rectangular tables (12 desk-top moveable/mobile computer stations)
- (12) Student chairs

**Equipment and Display Requirements**

- Lap Top Cart

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- None

**Acoustic Requirements**

- None

**Electrical Requirements**

- Dedicated Outlet and Charging location for Lap Top Cart



- Floor Outlets spaced evenly around room for flexibility

### **Lighting Requirements**

- Minimize Glare on Screens
- Maximize Daylighting

### **Communications and Technology Requirements**

- Wireless network access point
- Network Connection at all computers

### **Other Requirements**

- None



**Space Name: Circulation Counter/Desk**

Space Area:	125 SF (part of Learning Commons Total SF)
Number of Spaces:	1
Number of Occupants:	1 Librarian 1 Tech/Aide

**General Information**

The Circulation Counter is the resource node for the Learning Commons and the command center for the Librarian and Aide. It is positioned to monitor entry and exit of the space, as well as activities in the space. It should have clear lines of site to programmed areas and functions as the help desk and the check in/out for all reference materials. The counter layout should be carefully considered to prevent the loss of library material, provide economy and efficiency in staffing, and anticipate student traffic routes.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access and visual link to Office/Workroom
- Direct access and visual link to Learning Commons
- Convenient access and visual link to reference materials
- Convenient access and visual link to Tech Area/ Office

**Activity Description**

- Checking materials in and out
- Helping students with reference materials
- Supervising students in the Library
- Filing
- Posting and retaining periodicals
- Providing group instruction

**Finish Requirements**

- Floor: Carpet
- Walls: Painted gypsum wallboard, tackable and writeable wall surfaces (as budget allows)
- Ceiling: Suspended acoustical ceiling or open to structure above

**Furniture, Storage, and Casework Requirements**

- (2) Book trucks : (1) in work room and (1) at counter
- (2) Stools with backrest or task chairs
- Check out counter, 40" high with 29" section to accommodate handicap access
- 29" High work counter with transaction counter
  - (2) Knee spaces, lockable storage below and
  - Base cabinets with lockable doors and adjustable shelving, 30" to 36" wide
- (6) Drawers of lockable filing in addition to workspace storage at workroom
- Wall mounted cabinets above where possible

**Equipment and Display Requirements**

- White Board/Writeable Surface



- Tackable Surface
- Computerized circulation system scanners/computer (OPAC)
- (2) Librarian Computer
- (1) Recycle bin
- (1) Trash bin

#### **Plumbing/Utility Requirements**

- None

#### **Mechanical/Environmental Requirements**

- None

#### **Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer

#### **Electrical Requirements**

- Dedicated Outlet and Charging location for Lap Top Cart
- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets at counters (per code or one every 5 feet)

#### **Lighting Requirements**

- Shade Control – darken for video instruction (manual ok)
- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting

#### **Communications and Technology Requirements**

- Voice Amplification System
- Telephone
- Clock
- Speaker
- Wireless network access point
- Network Connection at all computers and OPAC stations to printer

#### **Other Requirements**

- None



<b>Space Name:</b>	<b>Librarian Office/Workroom/Storage</b>	
Space Area:		350 SF
Number of Spaces:		1
Number of Occupants (per clsm):	1 Librarian	
	1 Tech/Aide	

### General Information

This is a space for the librarian and aides to repair of books, store materials, document operational issues, and hold private conversations. This space should be located with direct access to the Circulation Counter and have full visibility of the Learning Commons so the librarian can supervise students while in the office. The workroom should contain a sink to allow for cleaning and repair of volumes and the space.

### Intended Community Uses

- None

### Proximity Requirements

- Direct access to Circulation Counter
- Indirect access and visual link to Learning Commons Main Entrance
- Indirect access and visual link to Main Reading/Stacks/Group Instruction Areas

### Activity Description

- Library administrative duties
- Conferencing
- Reading and preparing reports
- Planning Units with Teachers
- Technical processing (cataloging, repairing, and maintaining library materials and collections)
- Laminating
- Recording programs from various media sources
- Storing posters and supplies
- Storing of professional book collection
- Storage of periodical back-issues
- Storage of audio and/or video equipment
- Telephoning
- Using computer
- Supervising students in the Library

### Finish Requirements:

- Floor: Hard surface flooring
- Walls: Painted gypsum wallboard
- Ceiling: Suspended acoustical ceiling

### Furniture, Storage, and Casework Requirements

- (3) tall storage cabinets with adjustable shelving
- (1) Wardrobe cabinet - locking
- 30 lf of adjustable open book shelves (include space for professional collection)
- Perimeter work counter
  - Base cabinets with lockable doors and adjustable shelving, 30" to 36" wide



- Proved 10 lf of knee space
- (2) Stools with backrest or task chairs
- (1) Librarian workstation - desk height
- (1) Task chair
- (2) 4-drawer file cabinets
- (2) Book trucks: (1) in work room and (1) at counter
- 36" High counter at workroom
- (2) Flat files, 36" x 48", six drawer
- Wall mounted cabinets above where possible

### **Equipment and Display Requirements**

- White Board/Writeable Surface – (min 6')
- Tackable Surface
- (1) Librarian Computer/Computerized circulation system scanners/computer (OPAC)
- (1) Copier/printer (counter)
- (1) Dry mount press
- (1) Laminator, desktop
- (1) Paper cutter
- (2) Roll paper, countertop units
- (1) Recycle bin
- (1) Trash bin

### **Plumbing/Utility Requirements**

- Sink for material repair

### **Mechanical/Environmental Requirements**

- Operable Windows if possible
- Individual Room Climate Control
- Visibility to the outdoors if possible
- Vent for Laminator

### **Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer

### **Electrical Requirements**

- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets at counters (per code or one every 5 feet)

### **Lighting Requirements**

- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting

### **Communications and Technology Requirements**

- Telephone
- Clock



- Speaker
- Wireless network access point
- Network Connection at all computers and OPAC stations to printer

**Other Requirements**

- Relites should be used to provide full visibility of the Library and Main Entrance
- Privacy blinds for visual control
- Soap dispenser at sink
- Paper towel dispenser at sink



**Space Name: Tech Storage**

Space Area:	150 SF
Number of Spaces:	1
Number of Occupants:	1 Tech/Aide

**General Information**

This is a space for the District Technology staff to repair, diagnose, and store equipment. This space should be located with direct access to the Learning Commons and Main Corridor so the students and staff can easily access.

**Intended Community Uses**

- None

**Proximity Requirements**

- Direct access and visual link to main corridor

**Activity Description**

- Repair and Diagnostics of Equipment
- Storage of Equipment

**Finish Requirements:**

- Floor: Hard surface flooring
- Walls: Painted gypsum wallboard
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- (3) Wire Shelving Units
- (1) Librarian workstation - desk height
- (1) Task chair
- Lap Top Cart

**Equipment and Display Requirements**

- White Board/Writeable Surface
- Tackable Surface
- (1) Computer
- (1) Recycle bin
- (1) Trash bin

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Operable Windows if possible
- Individual Room Climate Control
- Visibility to the outdoors if possible

**Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer

### **Electrical Requirements**

- Dedicated Outlet and Charging location for Lap Top Cart
- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets at counters (per code or one every 5 feet)

### **Lighting Requirements**

- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting

### **Communications and Technology Requirements**

- Telephone
- Clock
- Speaker
- Wireless network access point
- Network Connection

### **Other Requirements**

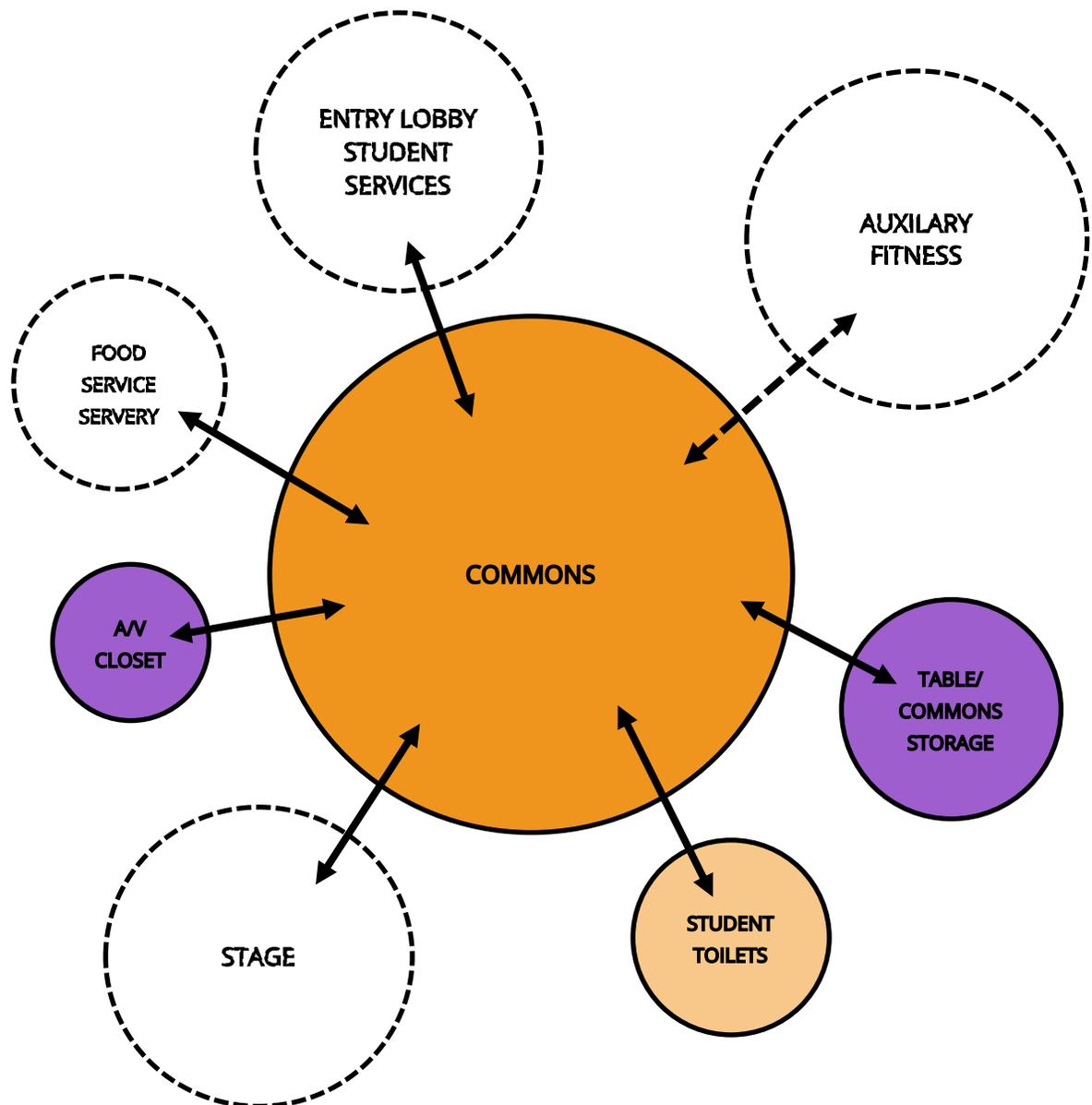
- Relites should be used to provide full visibility of the Learning Commons and Corridor
- Privacy blinds for visual control



## Commons - La Center Middle School

### Goals and Objectives

Located at the center of the school, the Commons will serve as a multi-functional group assembly space, a place to eat, and as a connection or main “circulation corridor” between the academic areas of the school. This space will be where students can “short stop” on the way to other areas of the building. The design will need to carefully consider the differences and visual differentiation between a traditional lunchroom and common circulation areas to maintain and respect students’ personal space and separation between student groups.



**Space Name: Commons**

Space Area:	4,000 SF
Number of Spaces:	1
Number of Occupants:	1 – 3 Staff
	Seating for 265
	(2) Lunches x 265 = 530 max

**General Information**

The area should be a flexible space that supports gathering and lunch time activities as well as performance space for the stage.

**Intended Community Uses**

- After school activities and performances

**Proximity Requirements**

- Direct access to Entry Lobby
- Direct access and visual link to Student Services
- Direct access to Food Service (Serving)
- Direct access to Stage
- Convenient access to Student Toilets
- Convenient access to Auxiliary Fitness

**Activity Description**

- Major school circulation corridor
- Serving and eating breakfast, lunch or snacks
- Large group meetings
- Faculty and staff meetings
- Testing large groups of students
- Potential after hour parent/community use and possible dinner events

**Finish Requirements:**

- Floor: Resilient flooring, seamless sheet flooring or polished concrete
- Walls: Gypsum wallboard with durable finish and protective wainscot
- Ceiling: Open to structure above with appropriate acoustical treatment to dampen sound and sound transmission.

**Furniture, Storage, and Casework Requirements**

- Moveable tables with integral bench of various sizes to accommodate 265
- (300) Stackable chairs on carts

**Equipment and Display Requirements**

- Vending machines (in alcoves)
- 16' Motorized projection screen at stage
- LCD projector (ceiling hung)
- (3) tray carts and compost stations
- Motorized shades on south windows/clerestories for performances



### **Plumbing/Utility Requirements**

- Drinking fountains

### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Acoustic Requirements**

- Acoustically treat wall assemblies to retard sound transmission and control sound in the large volume space
- Acoustical roof deck

### **Electrical Requirements**

- Controls with programmed stage lighting options on wall panel at front and rear of space or remote controlled device.
- Zone lighting for quality appropriate for LCD projection
- Power/data outlets in floor or adjacent to Stage
- Provide power and data outlets in ceiling for overhead projector
- Audio enhancement, video projector and A/V infrastructure (in equipment closet or wall control panel at front and rear of space or remote controlled device.
- Electrical receptacles for portable sound system
- Electrical receptacles for vending machines
- Microphone outlets

### **Lighting Requirements**

- Motorized shade control – Darken for video instruction
- Lighting controls per current energy code
- Maximize daylighting
- Dimmable/zoned lighting
- No florescent lighting
- Theater type lights at Stage

### **Communications and Technology Requirements**

- Voice Amplification System with wireless microphone
- (2) Clock
- Intercom/Speakers
- Wireless network access points

### **Other Requirements**

- Furniture suitable for flexible layout and configurations
- Consider providing a kitchenette alcove with sink and (2-3) microwaves for student and afterhours event use behind a roll up door or large double doors



**Space Name: Table/Commons Storage**

Space Area:	400 SF
Number of Spaces:	1
Number of Occupants:	None

**General Information**

Storage of tables, chairs and equipment dedicated to the Commons

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access to Commons

**Activity Description**

- Storage

**Finish Requirements:**

- Floor: Sealed concrete
- Walls: Gypsum wallboard with durable finish and protective wainscot
- Ceiling: Open to structure above

**Furniture, Storage, and Casework Requirements**

- Consider (2-3) tall lockable storage cabinets, with adjustable shelves.

**Equipment and Display Requirements**

- None

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

**Acoustical Requirements**

- None

**Electrical Requirements**

- Convenience outlets at all walls (per code).

**Lighting Requirements**

- Durable fixtures in low ceiling areas.

**Communications and Technology Requirements**

- Consider minimum (1) network connection

**Other Requirements**

- Lockable wide double doors or single 42" wide door.



<b>Space Name:</b>	<b>Sound, Lighting and Equipment Room</b>	
	Space Area:	100 SF
	Number of Spaces:	1
	Number of Occupants:	None

### **General Information**

Area for audio/visual equipment serving the stage and commons. Consider equipment might be stored in commons storage room with control panel locations in commons with direct visual connection to stage.

### **Intended Community Uses**

- Limited

### **Proximity Requirements**

- Direct access (visible connection) to Stage or Commons

### **Activity Description**

- Equipment space for systems serving the Commons and Stage areas. Control of equipment and remote audio inputs would be located in Commons and Stage.

### **Finish Requirements:**

- Floor: Sealed concrete
- Walls: Painted gypsum wallboard
- Ceiling: Open to structure above

### **Furniture, Storage, and Casework Requirements**

- Equipment rack with durable, lockable cover if located in Commons Storage.

### **Equipment and Display Requirements**

- Stage lighting control panels
- Main A/V equipment serving Commons and Stage areas. Provide remote switching and controls in each space served with this equipment.

### **Plumbing/Utility Requirements**

- None

### **Mechanical/Environmental Requirements**

- Cooling as necessary to remove heat from lighting and A/V equipment.
- Heating and ventilation to meet code

### **Acoustical Requirements**

- None

### **Electrical Requirements**

- Power connections for A/V equipment

### **Lighting Requirements**

- Durable fixtures in low ceiling areas.



**Communications and Technology Requirements**

- Network connections for A/V equipment.

**Other Requirements**

- None



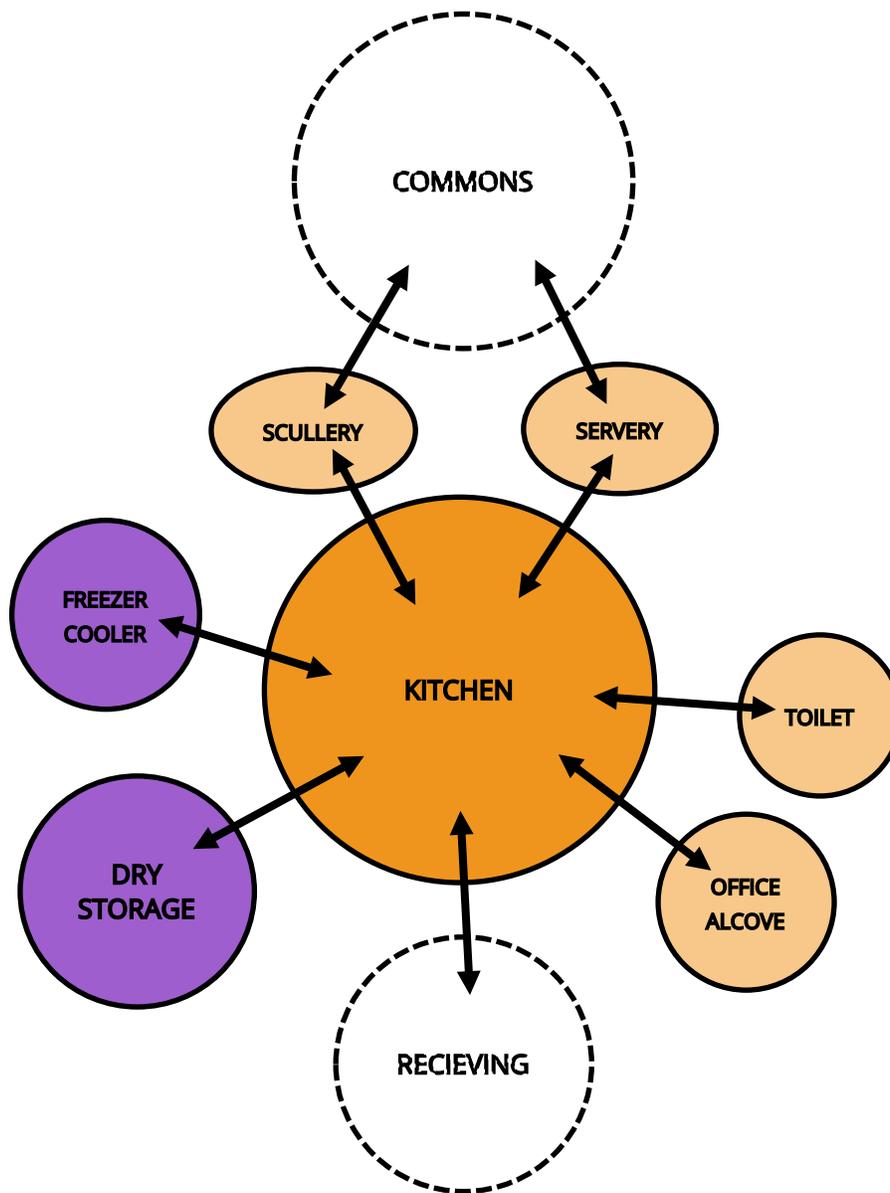
## Food Services - La Center Middle School

### Goals and Objectives

Provide an area for food preparation and serving for the school population

### General Information

It is anticipated that approximately 100 students will be served breakfast and approximately 265 students during each lunch period.



**Space Name: Kitchen**

Space Area:	1,200 SF
Number of Spaces:	1
Number of Occupants:	2

**General Information**

- Preparation kitchen capable of serving breakfasts and lunches to the students/staff in two formal lunch periods
- The kitchen will include separate areas for dry, cool, and frozen food storage, preparation, cooking and scullery activities
- The serving system will be designed for students to enter at each end and exit out the middle past one double-sided cashier. Each line will start with a tray cart and a refrigerated salad bar. It is acceptable for salad carts to be ice cooled. No floor boxes out in the commons

**Intended Community Uses**

- The kitchen may be used on occasion on a rental basis for banquets or other after hour events

**Proximity Requirements**

- Direct access to Commons
- Convenient access to loading dock
- Convenient access to staff toilet
- Convenient access to Storage/Work Room/Receiving

**Activity Description**

- Food preparation, including cleaning produce, heating/cooking, and serving pre-packaged foods
- Preparation and set-up of the serving line, including the re-stocking of the warm and cold items during serving, and eventual take down and clean-up
- Pre-processed products are cooked, baked, finished and/or brought to serving temperatures before being moved to serving area and held in mobile hot holding cabinets. Most products require relatively short cook/warming times
- Ordering, receiving, stocking and storing dry, cool, and frozen supplies from the loading dock area
- Cleaning of plastic trays, pots, sheet/hotel pans and utensils used in the kitchen
- Sales, inventory and supply monitoring

**Finish Requirements**

- Floor: Quarry tile or other durable non-slip surfacing (consider ProtectAll seamless vinyl flooring with cushion)
- Walls: FRP panels with stainless steel finishes behind cooking equipment and dish area
- Ceiling: Washable suspended acoustical panels
- Use stainless steel corner guards and rails to protect wall surfaces in heavy food cart use areas.
- Maximize opportunities for natural light and visual relief

**Furniture, Storage, and Casework Requirements**

- Stainless steel countertops with integral sinks, drawers, storage shelves and cutting boards
- Coat hooks for aprons adjacent to serving lines



## **Equipment and Display Requirements**

- (4) stacking half size staff lockers
- (4) hand washing sinks
- Stacking washer/dryer (By Owner)
- Mop sink with wall organizer (By Plumbing Div)
- Walk-in cooler and freezer with refrigeration systems
- Walk-in shelving
- Dry Storage shelving with (2) can storage racks
- Vegetable prep sink table
- (3) utility carts
- (3) sheet pan racks
- Prep support table with manual can opener
- Food processor
- 20-quart mixer on a mobile cart
- Canopy hood with fire protection system
- Stainless steel wall flashing
- 12-gallon tilting kettle
- Open burner cook top
- (2) double stack convection ovens
- Double stack combi-oven/steamer
- Mobile proofing cabinet
- Cube ice machine with bin
- (2) mobile pass-thru hot holding cabinets
- Island cooks/serving support table with sink
- Serving counter
- (2) drop-in hot/cold 4-well serving units
- (2) mobile tray/cutlery carts
- (2) mobile refrigerated salad bars
- (2) chip racks
- Portable traffic control system
- Mobile refrigerated double-sided milk cooler
- Mobile double-sided cashier counter
- Point of sale system (By Owner) - Skyward
- Mobile pot and pan shelving
- Soiled dishtable with potwashing sinks
- (6) mobile waste receptacles
- Disposer
- Hose reel with recessed control cabinet
- Conveyor warewasher with built-in booster heater
- (2) vapor exhaust ducts
- Clean dishtable

## **Plumbing/Utility Requirements**

- Hand washing sinks
- 2-Compartment prep sink, with Hand sprayer
- Cooking line
- Serving line



- Water service and drain for ice machine
- 3-Compartment potwashing sink, pre-rinse sink with disposer
- Warewasher
- Floor drains and floor troughs as required for cleaning and equipment
- Equipment water connections as required

#### **Mechanical/Environmental Requirements**

- Proper ventilation and fire suppression system for function of hood
- Good air circulation

#### **Acoustic Requirements**

- Acoustically treat area to minimize noise generated by food production

#### **Electrical Requirements**

- Data and electrical as required for computers or equipment
- Power for equipment and built-in reserve ~15 – 20%

#### **Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

#### **Communications and Technology Requirements**

- (2) Clocks and intercoms, (1) clock visible in prep area, (1) clock visible from Serving Line
- Wireless network access points

#### **Other Requirements**

- None



**Space Name: Office Alcove**

Space Area:	Alcove Included in Kitchen Space Allocation 50 SF for separate Toilet/Changing Area
Number of Spaces:	1 (locate in Kitchen)
Number of Occupants:	1

**General Information**

The Office Alcove is an area inside the kitchen for the head cook to plan and orchestrate the meal production. This area will also have an adjacent toilet /changing room for kitchen workers.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Located in Kitchen

**Activity Description**

- Inventory tracking and ordering food
- Counting money
- General paperwork

**Finish Requirements**

- Floor: Quarry tile or other durable non-slip surfacing (consider ProtectAll seamless vinyl flooring with cushion)
- Walls: Gypsum wallboard with durable finish and protective wainscot (consider FRP panels or epoxy finish if painted)
- Ceiling: Washable suspended acoustical panels

**Furniture, Storage, and Casework Requirements**

- (1) Head Cook's workspace
- (1) Task chair
- (1) Side chair
- (4) Drawers of lockable filing in addition to workspace storage
- (2-3) Full-height lockers (in changing area)

**Equipment and Display Requirements**

- Computer workstation
- Printer
- 4 lf of tack board
- 4 lf of marker board
- Telephone/data/intercom/clock (VoIP) with volume control

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Adequate ventilation



**Acoustical Requirements**

- None

**Electrical Requirements**

- Task lighting
- Telephone/data/intercom/clock at workspace
- Convenience outlets per code

**Lighting Requirements**

- Lighting controls per current energy code
- Maximize daylighting
- No florescent lighting

**Communications and Technology Requirements**

- Telephone/data/intercom/clock at workspace

**Other Requirements**

- None



**Space Name: Serving Line**

Space Area:	Included in Kitchen Space Allocation
Number of Occupants:	2 Servers 1 Cashier (265) students per lunch period

**General Information**

The serving line will be highly visible and with attractive serving stations. The configuration will be divided to better accommodate students without excessive congestion. A maximum of (3) employees, including servers and cashiers, will staff the serving area.

**Intended Community Uses**

- The Serving Line may be used on occasion on a rental basis for banquets or other after hour events

**Proximity Requirements**

- Direct access to Kitchen
- Direct access to Commons
- Convenient access to scullery for return of serving pans and trays

**Activity Description**

- Serving of breakfast and lunch items to students
- Food will be pre-plated and staged for student pick-up on two tray lines that will converge from both sides at a single cashier (total of four payment lines at two cashiers)
- Transactions at cashier location

**Finish Requirements**

- Floor: Sealed concrete or finish to match Commons
- Walls: Gypsum wallboard with durable finish and protective wainscot (consider FRP panels or epoxy finish if painted)
- Ceiling: Suspended acoustical ceiling, gypsum wallboard or open to structure

**Furniture, Storage, and Casework Requirements**

- (1) Cashier station (double-sided)
- (1) Cashier stools

**Equipment and Display Requirements**

- Serving counter with tray slide
- (1) Dual-sided milk coolers
- (1) Cashier stations (wireless) laptops to run the Skyward point of sales system.
- Portable traffic barriers
- (2) 52" Digital menu boards (preferred location is to mount in front of Serving Line on Commons side of wall, do not mount directly above Serving Line due to moisture issues) to run the Mosaic menu management system.
- Students will scrape of their and return trays through the tray return window
- (8) Hotel pans in dual hot/cold wells
- (1) Self-serve refrigerated salad bar



**Plumbing/Utility Requirements**

- Hot/cold wells drain
- Salad bar drain
- Hand sink

**Mechanical/Environmental Requirements**

- Adequate ventilation

**Acoustical Requirements**

- Acoustically treat area to control high traffic area.

**Electrical Requirements**

- Electrical outlets for hot and cold equipment, signage, menu board, salad bars and point of sale devices
- Avoid floor boxes if possible

**Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

**Communications and Technology Requirements**

- Network connection for digital menu boards
- Data for point of sale devices

**Other Requirements**

- Consider laptops on portable stands
- Coordinate signage with Food Services for branding and type
- Visibility to clock
- Roll-up counter doors at serving and scullery
- No floor boxes out in the commons. Salad cart can be ice cooled.



**Space Name: Scullery**

Space Area:

Included in Kitchen Space Allocation

Number of Occupants:

1

**General Information**

This area should be designed for high moisture levels and laid out for efficient cleaning of dirty dishes and food prep equipment.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Located in Kitchen
- Direct access to the Commons area via a tray window or door is required. Reusable items may be collected within the commons and carted to the scullery.

**Activity Description**

- Cleanup and sanitization of cooking utensils, pots and pans, and plastic meal trays

**Finish Requirements**

- Floor: Quarry tile or other durable non-slip surfacing (consider ProtectAll seamless vinyl flooring with cushion)
- Walls: Gypsum wallboard with durable finish and protective wainscot
- Ceiling: Washable suspended acoustical panels

**Furniture, Storage, and Casework Requirements**

- None

**Equipment and Display Requirements**

- Conveyor style dishwasher (for trays, pots, pans, and utensils)
- 3-compartment sink
- Disposal with spray nozzle
- Pot and pan shelving and composting bins in Commons (in event that trays are used)

**Plumbing/Utility Requirements**

- Water service and drain for dishwasher, sink, disposer, and spray nozzle

**Mechanical/Environmental Requirements**

- Adequate ventilation
- Exhaust at dishwasher

**Acoustical Requirements**

- None

**Electrical Requirements**

- Per manufacturer's requirements



**Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

**Communications and Technology Requirements**

- None

**Other Requirements**

- None



**Space Name: Dry Storage**

Space Area:	100 SF
Number of Spaces:	1
Number of Occupants:	None

**General Information**

Storage for dry goods (up to (6) days of capacity)

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access to Kitchen
- Convenient connection to loading dock

**Activity Description**

- Stocking and inventory for consumable supplies and food products

**Finish Requirements**

- Floor: Quarry tile or other durable non-slip surfacing (consider ProtectAll seamless vinyl flooring with cushion)
- Walls: FRP panels
- Ceiling: Washable suspended acoustical panels

**Furniture, Storage, and Equipment Requirements**

- Shelving with polymer removable mats
- Polymer dunnage rack
- (2) can storage racks

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Adequate ventilation

**Electrical Requirements**

- Convenience outlets and lighting for dry storage
- Necessary power and data for temperature monitoring and alarm system

**Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

**Communications and Technology Requirements**

- None



**Space Name: Walk-in Cooler and Freezer**

Space Area: 80 SF each  
Number of Occupants: None

**General Information**

Walk-in cooler and freezer with separate entrance doors

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Direct access to Kitchen
- Convenient connection to loading dock

**Activity Description**

- Stocking and inventory for consumable supplies and foodstuffs

**Finish Requirements**

- Per manufacturer

**Furniture, Storage, and Equipment Requirements**

- Shelving with polymer removable mats
- Polymer dunnage rack
- Anti-microbial plastic storage racks in cooler

**Plumbing/Utility Requirements**

- Per manufacturer's requirements

**Mechanical/Environmental Requirements**

- Per manufacturer's requirements
- Adequate ventilation

**Electrical Requirements**

- Per manufacturer's requirements
- Necessary power and data for temperature monitoring and alarm system



## Student Services - La Center Middle School

### Goals and Objectives

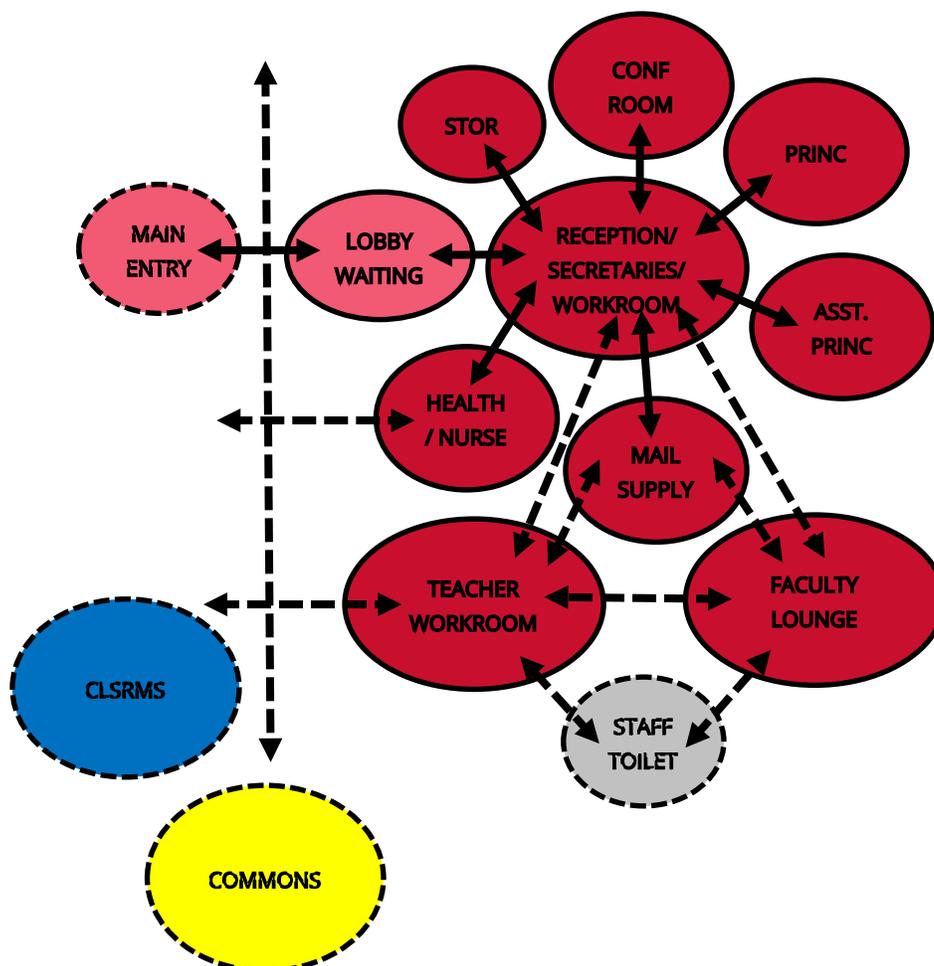
Provide a warm and inviting node that provides Students, Teachers, and the visitors with tools and information they need to access the school.

### General Information

The administrative area will be located adjacent to the main entry and be clearly identifiable as the first destination for all students and visitors to the school. The entrance to the administration area should be a warm and inviting space, presenting a good first impression of the school.

All visitors, parents, and itinerants entering the facility for any reason will be required to check in at the front desk. The administrative area shall have full visual control of the building main entry and easily observe all students, parents and visitors entering the facility.

A central administrative workroom, available for use by all staff, will be located within the administration suite. It should be located and configured so that observation by students and the public, of room occupants or activities is prevented for the privacy of both teachers and parents. Mail distribution will also take place in the workroom.



### **Additional Key Components**

- Maximize to the extent practical, visibility to all areas of the school for supervision.
- Provide a large (12) person conference room accessible to all of the administrative staff.
- Individual offices will provide for audio and visual privacy and be sized for small meeting conferencing.
- Provide adequate secure and fire-proof storage for student and staff files, both archived and active.
- Consider a separate "emergency/quick exit" to the exterior from the suite for possible administrative staff interventions.
- The building PA system will be provided per La Center School District requirements.
- Provide emergency power and radio systems for use during emergency events and power outages.
- All call and zoned lockdown capability will be provided at the appropriate location in the administrative area.
- HVAC will be controllable by the occupants of each room for off-hour over-ride only.
- Provide a separate Faculty Lunchroom for (30)

### **Occupancy Information**

The administrative staff includes:

- Principal
- Assistant Principal
- (2) Staff Specialists
- Attendance
- Nurse

### **Proximity Requirements**

- Direct access to the main building entrance and foyer
- Visual link to main building entry points from the main reception area
- Easy access to classrooms



<b>Space Name:</b>	<b>Entry Lobby &amp; Lobby Waiting</b>	
	Space Area:	450 SF
	Number of Spaces:	1
	Number of Occupants:	1-10 Visitors

### General Requirements

The building entry, secure vestibule, lobby, and reception area will be the first area in the building visitors will experience and therefore need to present an inviting and warm image. It will carry the character of the school as it filters people in and through the school. The entry and location of the waiting area will be immediately obvious and unavoidable to any new visitor to the building. Visible security system monitors and zone lockdown capability will be provided at the reception desk. There should be a secure student project display area visible in the main entry and/or reception waiting area, as well as other areas throughout the facility.

### Activity Description

- All visitors to the building, including anyone not attending classes or a staff member from another building, must stop at the administrative reception area to sign in and receive a visitor pass before proceeding anywhere in the building
- Students, parents and other visitors will wait for meetings and appointments
- Future students and families will have this area be the first impression to what their lives will be like for next few years.
- General information of interest to the community and student population (brochures, forms, etc.) will be displayed and available

### Occupancy Information

- Waiting room capacity to seat 8 persons

### Proximity Requirements

- Direct access to the main building entry and foyer
- Direct access to Reception Work Area staff (office manager/staff specialist)
- Direct access to Health Clinic
- Convenient access to Conference Room if possible
- Convenient access to the Principal's office
- Convenient access to Staff Workroom
- Convenient access to Commons
- Convenient access to Counseling Suite
- Convenient access to Toilet rooms
- Visual link to parking and drop-off areas

### Finish Requirements:

- Floor: Carpet
- Walls: Painted gypsum wallboard, tackable wall surface on at least one wall
- Ceiling: Suspended acoustical ceiling or specialty ceiling/cloud to match specialty areas

### Furniture, Storage, and Casework Requirements

- The reception counter will be designed to accommodate workstations for administrative staff
- A barrier free access point will be provided at the reception counter in addition to the stand-up height writing surface.



- Seating for (10) at waiting area
- (1) Small end table for magazines in waiting area
- (1) Small seated height countertop or table for filling out forms within waiting area
- (1) Recycle bin
- (1) Trash bin

#### **Equipment and Display Requirements**

- Tackable Surface
- Digital display monitor

#### **Plumbing Requirements**

- None

#### **Mechanical Requirements**

- Heating and ventilation to meet code

#### **Electrical Requirements**

- Phone, power and data at reception counter
- Power and data outlets at waiting area
- Low voltage power and data for security system monitor in the general area of the reception counter

#### **Communications & Technology Requirements**

- Courtesy telephone in waiting area
- Clock
- Speaker
- Wireless network access point

#### **Other Requirements**

- Display cabinets for trophies, posters, notices and school merchandise (at entry to the commons or foyer)
- Acoustically treat wall assemblies to retard sound transmission between adjoining offices/spaces
- Maximize natural lighting
- Window blinds or other light control devices



<b>Space Name:</b>	<b>Reception Work Area</b>	
	Space Area:	400 SF Reception 150 SF Workroom
	Number of Spaces:	1
	Number of Occupants:	2-3 Staff 1 Student Aide

### General Requirements

The Reception Work Area has a strong functional relationship with the main office, and should be located in a space adjacent to the Public Reception and Waiting area. Parents and the public are greeted in this area either by a staff member or student aide. Three staff workspaces will be provided and one of the three spaces is to be designated for an Attendance Counter.

### Activity Description

- Work areas for the reception, main office, and attendance activities
- Students pick up admit slips
- Checking in and out by students throughout school day
- Collection of fees from students
- Master class scheduling and schedule modifications
- Receiving of mail, couriered parcels and inter-district deliveries/communications
- Broadcasting of announcements over building intercom system
- Control point for building lockdown
- Storage for files and various forms
- Delivery storage for parcel post and UPS delivery
- Mail sorting, accessible to staff mail slot/trays and shelves for small and large packages.

### Occupancy Information

- (3) staff members (not including student aides at the reception desk and attendance)
  - (2) Staff specialists
  - (1) Attendance staff
- (1) Student aide
- (3) Student In-School Detention Desks – or table tops with chairs

### Proximity Requirements

- Direct access to Reception Area
- Direct access/visual link to Health Room
- Direct access to Staff Workroom
- Direct access/visual link to the Commons or corridor for students to conduct transactions
- Convenient access to Principal's Office
- Convenient access to Counseling Suite
- Convenient access to staff toilet rooms
- Visual link to main building entry
- Visual link to visitor parking

### Finish Requirements:

- Floor: Carpet
- Walls: Painted gypsum wallboard, tackable wall surface on at least one wall, two walls if possible



- Ceiling: Suspended acoustical ceiling (consider ceiling open to structure above for flexibility and ease of access, subject to satisfying acoustical separation requirements.)

### **Furniture and Casework Requirements**

- Each staff workstation needs to accommodate or have immediate access to:
  - (3) Staff workstation
  - (3) Task chairs
  - (1) Lockable drawer for personal belongings
  - (3) Student chairs (for waiting in the attendance work area)
  - Lockable small pedestal file storage drawer
  - Lockable wardrobe cabinet or coat closet to accommodate (3) people
  - (6) Drawers of lockable filing in addition to workstation storage
  - Recycle bin at each workstation
  - Trash bin at each workstation
  - Safe with a minimum of two cash box/drawers that can be removed and used in cash drawers at workstation
  - Upper cabinets with doors, deep enough to store three ring binders
  - Lockable key cabinets
- The reception counter will be designed to accommodate workstations for administrative staff
- A barrier free access point will be provided at the reception counter in addition to the stand-up height writing surface.
- Under counter storage cabinets for files and forms with a countertop for a printer and fax machine.
- Provide file storage at reception counter for active/work-in-progress files
- (2) Work counter stool (height dependent)
- (1) Small seated height countertop or table for filling out forms within waiting area
- (1) Lockable file storage drawer as temporary security for working confidential files
- Upper cabinets with doors, deep enough to store three ring binders
- (1) Recycle bin
- (1) Trash bin

### **Equipment and Display Requirements**

Each staff workstation needs to accommodate or have immediate access to:

- Computer
- Telephone/data/intercom/clock (VoIP)
- Office equipment as individual components or multi-functional "all-in-one" unit to include:
  - Printer
  - Copier
  - Scanner
  - Fax machine
- Emergency radio (District system with rooftop antenna)
- Security alarm panel
- Lockdown activation control button
- (2) Trays or bins for inter-district correspondence envelope pouches (check size as they are oversized to accommodate large envelopes)

### **Plumbing/Utility Requirements**

- Convenient access to Sink



### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Electrical Requirements**

- Power, data and telephone at each workstation
- Convenience outlets per code
- Office standard lighting
- Building zone lockdown control console
- Landline telephone dedicated for emergency use only

### **Communications & Technology Requirements**

- Courtesy telephone in waiting area
- Clock
- Speaker
- Wireless network access point

### **Other Requirements**

- Operable relite for quick and easy student access from Commons or corridor
- Workstation at transaction counter with chair/stool
- Acoustically treat wall assemblies to retard sound transmission between adjoining spaces.
- Maximize natural lighting
- Operable windows to support a natural displacement ventilation system
- Window shades or other light control devices
- Provide area to seat up to (3) students in the attendance work area



**Space Name: Principal's Office**

Space Area:	200 SF
Number of Spaces:	1
Number of Occupants:	1 Principal 6 Guests

**General Requirements**

Principal's office with desk, file storage and small table with chairs for small meetings (up to 4 people). Visibility to main building entrance, office reception area and building exterior to the extent possible.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Convenient access to Conference Room
- Convenient access to Administration and Staff Workroom
- Convenient access to staff toilet rooms
- Convenient access to Reception Area
- Visual link to Reception Area if practical
- Visual link to parking lot and outside areas to the extent practical.

**Activity Description**

- Administrative duties
- Filing
- Small meetings
- Reading and preparing reports
- Confidential telephone conversations
- Staff evaluations

**Finish Requirements:**

- Floor: Carpet
- Walls: Painted gypsum wallboard, tackable wall surface on at least one wall, two walls if possible (subject to budget constraints)
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- (1) Workstation or desk
- (1) Task chair
- (1) Round conference table
- (4) Side chairs
- (6) Drawers of lockable filing in addition to workstation storage
- One wall with 29" high countertop with locking base cabinets, files, and drawers below (or equivalent furniture)
- (1) Lockable wardrobe cabinet
- Bookshelf units or combination of open and lockable upper cabinets
- (1) Recycle bin
- (1) Trash bin



### **Equipment and Display Requirements**

- Computer
- Printer
- Telephone/data/intercom/clock (VoIP) with volume control
- 4 lf of whiteboard
- Convenient access to emergency radio (District system)
- Convenient access to building zone lockdown control console

### **Plumbing/Utility Requirements**

- None

### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Acoustic Requirements**

- Acoustically treat wall assemblies to retard sound transmission between adjoining rooms and other sensitive spaces.

### **Electrical Requirements**

- Power and data for computer workstation
- Convenience outlets per code

### **Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

### **Communications and Technology Requirements**

- Clock
- Wireless network access points

### **Other Requirements**

- Provide waiting space/area outside office door for 2 students (screen from reception counter if possible)
- Provide visual link to Reception Work Area
- Maximize natural lighting
- Privacy blinds if relites are used for visual control.



**Space Name: Assistant Principal's Office**

Space Area:	150 SF
Number of Spaces:	1
Number of Occupants:	1 Assistant Principal 3 Guests

**General Requirements**

Office with desk, file storage and small table with chairs for small meetings (up to 4 people). Room should be acoustically secure for confidential conversations.

**Intended Community Uses**

- Limited

**Proximity Requirements**

- Convenient access to Conference Room
- Convenient access to Administration and Staff Workroom
- Convenient access to staff toilet rooms
- Convenient access to Reception Area
- Visual link to main building circulation to the extent practical

**Activity Description**

- Administrative duties
- Behavioral counseling and resolution
- Filing
- Small group meetings
- Reading and preparing reports
- Confidential telephone conversations

**Finish Requirements:**

- Floor: Carpet
- Walls: Painted gypsum wallboard, tackable wall surface on at least one wall, two walls if possible (subject to budget constraints)
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- (1) Workstation or desk
- (1) Task chair
- (1) Conference table
- (3) Side chairs
- (6) Drawers of lockable filing in addition to workstation storage
- One wall with 29" high countertop with locking base cabinets, files, and drawers below (or equivalent furniture)
- (1) Lockable wardrobe cabinet
- Bookshelf units or combination of open and lockable upper cabinets
- (1) Recycle bin
- (1) Trash bin



### **Equipment and Display Requirements**

- Computer
- Printer
- Telephone/data/intercom/clock (VoIP) with volume control
- 4 lf of whiteboard
- Convenient access to emergency radio (District system)
- Convenient access to building zone lockdown control console

### **Plumbing/Utility Requirements**

- None

### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Acoustic Requirements**

- Acoustically treat wall assemblies to retard sound transmission between adjoining rooms and other sensitive spaces.

### **Electrical Requirements**

- Power and data for computer workstation
- Convenience outlets per code

### **Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

### **Communications and Technology Requirements**

- Clock
- Wireless network access points

### **Other Requirements**

- Provide waiting space/area outside office door for 2 students (screen from reception counter if possible)
- Provide visual link to Reception Work Area
- Acoustically treat wall assemblies to retard sound transmission between adjoining rooms and other sensitive spaces.
- Maximize natural lighting
- Window shades or other light control devices
- Privacy blinds if relites are used for visual control



<b>Space Name:</b>	<b>Conference Room</b>	
	Space Area:	300 SF
	Number of Spaces:	1
	Number of Occupants:	20

### General Requirements

This room will serve as the primary conference room for administrative staff and meetings with students and parents.

### Intended Community Uses

- Limited

### Proximity Requirements

- Central to Administrative Suite
- Direct access from Reception Area if possible
- Direct access to building circulation if possible
- Convenient access to Principal's Office
- Convenient access to Assistant Principal's Offices

### Activity Description

- Administrative staff meetings
- Parent and student meetings
- Viewing videos
- Materials display

### Finish Requirements:

- Floor: Carpet
- Walls: Painted gypsum wallboard, tackable wall surface on at least one wall, two walls if possible (subject to budget constraints)
- Ceiling: Suspended acoustical ceiling

### Furniture, Storage, and Casework Requirements

- (1) Conference table to accommodate 20 seated people
- (20) Conference room chairs
- 34" high base cabinets with upper cabinets on one wall
- Coat hooks or wardrobe cabinet

### Equipment and Display Requirements

- 8 lf marker board
- Telephone/data/intercom/clock (VoIP) with volume control
- LCD short-throw projector or wall mounted flat screen display
- Document camera
- (1) Recycle bin
- (1) Trash bin

### Plumbing/Utility Requirements

- none



### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Acoustic Requirements**

- Acoustically treat wall assemblies to retard sound transmission between adjoining rooms and other sensitive spaces.

### **Electrical Requirements**

- Variable lighting level control
- Power and data for computer workstation
- Convenience outlets per code

### **Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

### **Communications and Technology Requirements**

- Clock
- Wireless network access points

### **Other Requirements**

- Window shades with light limiting characteristics
- Outside window for natural light if possible
- Relite to corridor or adjacent space with privacy blinds



**Space Name: Nurse's Office**

Space Area:	80 SF
Number of Spaces:	1
Number of Occupants:	1 Staff 1 – 3 Students/parents

**Intended Community Uses**

- None

**Proximity Requirements**

- Direct access with visual link to Health Room
- Direct access with visual link to Administration if possible
- Convenient access to Health Room Toilet
- Convenient access to Reception Work Area

**Activity Description**

- Office space for school nurse
- Consulting/conferring on general health related issues
- Coordinate referrals to community and school-based agencies
- Maintaining, copying, and transmitting student medical files
- Health information resource for students, parents and staff
- Preparing reports

**Finish Requirements**

- Floor: Durable seamless non-slip floor – continuous with exam area
- Walls: Painted gypsum wallboard, tackable wall surface on at least one wall
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- Locking wardrobe cabinet
- (1) Nurse workspace desk with task light – 30"x60" minimum
- Task chair
- (2) Side chairs
- (8) Drawers of lockable filing in addition to workspace storage
- Bookshelf or wall hung open shelving above workspace
- (1) Recycle bin
- (1) Trash bin

**Equipment & Display Requirements**

- 4lf tack board – or tackable wall surface.

**Plumbing & Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Heating and ventilation to meet code



### **Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer
- Avoid mounting paper towel dispensers on opposite sides of walls as noise interferes with hearing testing

### **Electrical Requirements**

- Power and data for computer workstation
- Convenience outlets per code

### **Lighting Requirements**

- Shade Control/Privacy Control – darken for video instruction (manual ok)
- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting

### **Communications & Technology Requirements**

- Telephone
- Clock
- Speaker
- Wireless network access point
- Computer
- Printer
- Paper shredder

### **Other Requirements**

- None



**Space Name: Health Exam Room**

Space Area:	120 SF
Number of Spaces:	1
Number of Occupants:	1 Staff 1 – 4 Students

**General Requirements**

The Health Room will be used by students who are feeling ill, awaiting pick-up and dismissal, or being held for observation. Area must be observable from administration area when nurse is not on site.

**Proximity Requirements**

- Direct access to Health Room Toilet
- Direct access with visual link to Nurse Office
- Direct access with visual link to administration
- Direct access to Commons or main building circulation
- Convenient access to Reception Work Area

**Activity Description**

- Injury and illness evaluation and treatment
- Consulting/conferring on general health related issues
- Provide medical care to ill or injured students or staff
- Training staff to promote health care plans
- Storing and dispensing medical and first aid supplies
- Storing and Dispensing of authorized medications
- Resting for student patients
- Student screening exams for vision and hearing
- Holding area for post medication reaction

**Finish Requirements**

- Floor: Durable seamless non-slip surfacing (solid color)
- Walls: Painted (glossy/wipeable) gypsum wallboard, tackable wall surface on at least one wall
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- Lockable upper cabinets with glass doors and under cabinet lighting, for storage of medicines and supplies
- Lockable lower cabinets, one-half drawers and one-half doors with 36" high countertop
- Pamphlet rack – wall mounted
- (2) Treatment/Holding cots with locking drawers underneath
- (2) Side chairs
- Lockable storage cabinet (deep enough to store medication cart)
- (2) Trash bins
- (1) Recycle bin

**Equipment & Display Requirements**

- (1) Lockable under-counter refrigerator
- (1) Counter ice maker with dispenser



- (1) Portable Lighted vision chart with stand
- (1) Weight scale
- (1) Small safe – secure to solid structure inside lockable cabinet (District to verify)
- (1) Portable exam light with magnification lens
- (1) Collapsible wheel chair
- (1) Audiometer
- (1) Otoscope
- (2) Blood pressure cuffs, (1 adult, 1 child)
- Emergency eye wash (mounted to sink)
- Wall mounted defibrillator machine, **coordinate locations throughout building (not required within the Clinic)**
- Privacy curtains between individual student cots and Health Room
- Analog clock with second hand

### **Plumbing/Utility Requirements**

- 2-Compartment sink w/ gooseneck faucet and emergency eye wash
- Insta-hot

### **Mechanical Requirements/Environmental Requirements**

- Operable Windows
- Individual Room Climate Control
- Heating and ventilation to meet code

### **Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer

### **Electrical Requirements**

- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets at counters (per code or one every 5 feet)
- Individually switched, dimmable wall mounted lighting over each cot space

### **Lighting Requirements**

- Window shades or other light and privacy control devices (manual ok)
- Lighting Controls per current energy code (2015)
- Dimmable Lighting
  - Individually switched, dimmable wall mounted lighting over each cot space
- Maximize Daylighting

### **Communications & Technology Requirements**

- Telephone
- Clock (Digital) & Analog with second hand
- Speaker
- Wireless network access point

### **Other Requirements**

- Insure pathway clearance for gurney access from building exterior



**Space Name: Health Toilet**

Space Area:	60 SF
Number of Spaces:	1
Number of Occupants:	1 Staff or 1 Student

**General Requirements**

This room serves the toilet/treatment/clean-up needs for the clinic and facility.

**Activity Description**

- Patient toilet
- Patient clean-up
- Patient treatment

**Proximity Requirements**

- Central to clinic suite
- Direct access from Health Room

**Finish Requirements:**

- Floor: Ceramic tile or other durable seamless non-slip surfacing (solid color)
- Walls: Hard washable surface (ceramic tile, FRP, laminate or similar durable surface preferred)
- Ceiling: Suspended coated acoustical ceiling or gypsum wallboard

**Equipment Requirements**

- Handicapped accessible toilet
- Handicapped accessible lavatory
- Toilet paper dispensers
- Soap dispenser
- Paper towel dispenser (locate on wall not shared with the Health Office)
- Feminine napkin receptacle
- Waste receptacle
- (2) coat hooks
- Grab bars at toilet
- 4 lf half height lockable cabinet with adjustable shelves (consider full height cabinet (36"W x 18"D x 84"H) with vertical divider panel and lockable doors on each side)
- Full length mirror on back of door
- (1) Digital scale
- (1) Vertical measuring device on wall next to scale

**Plumbing Requirements**

- Typical for a handicap accessible toilet and lav
- Positive slope to floor drain

**Mechanical Requirements**

- Standard exhaust system with switchable fan booster
- Heating and ventilation to meet code



**Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer

**Electrical Requirements**

- GFI Convenience outlet
- Fire alarm visual notification device
- Moisture resistant light fixtures

**Lighting Requirements**

- Lighting Controls per current energy code (2015)
- Dimmable Lighting

**Communications & Technology Requirements**

- None

**Other Requirements**

- Privacy lockset
- Gurney accessible clear door opening (3'-6" min.) and enough space to maneuver appropriately
- Acoustically treat wall assemblies to retard sound transmission between adjoining rooms and other sensitive spaces.



<b>Space Name:</b>	<b>Staff Workroom</b>	
	Space Area:	300 SF
	Number of Spaces:	1
	Number of Occupants:	6 Staff

### General Requirements

The workroom is a large, multi-purpose room central to the Administration Suite. General office and teacher supplies are stored in this room. There are layout areas for working on various projects. The mail is sorted for pickup by staff/teachers in mailbox slots located adjacent to the workroom. Two high-capacity, multi-function photocopier are located in this room.

### Proximity Requirements

- Centrally located in Student Services Suite
- Direct access to Reception Work Area staff
- Convenient access to Reception Area
- Convenient access to Principal's Office
- Convenient access to Staff Lounge
- Accessible to teachers without disrupting Reception Area or administrative activities and allowing for visual privacy

### Activity Description

- Large photocopying jobs
- Layout table for collating, cutting, etc.
- Laminating
- Supplies storage, minimum 50 cases of copy paper
- Wall clock and speaker
- Storage of standard forms

### Finish Requirements:

- Floor: Resilient flooring
- Walls: Painted gypsum wallboard
- Ceiling: Suspended acoustical ceiling

### Furniture, Storage, and Casework Requirements

- Upper and base storage cabinets
- Worktable or work surface for project layout
- 12 lf of 30" deep counters to accommodate laminators
- 36" High counters at perimeter with section 34" high to meet ADA requirements
- Sink with soap and towel dispensers
- (2) File drawers for forms
- Tall storage cabinets, (24"W x 18"D x 84"H)
- (50) Mail slots with large parcel storage space/shelf/counter, located in corridor within administration suite (not pass-through)

### Equipment and Display Requirements

- (2) High capacity, multi-function copier
- Computer workstation capabilities



- Paper cutter
- Laminator
- 4 If Tack board
- 4 If Marker board
- Paper shredder
- Coat hooks for Part Time Staff

#### **Plumbing/Utility Requirements**

- Sink

#### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code
- Fume Exhaust as required at laminator
- Natural Daylight

#### **Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer

#### **Electrical Requirements**

- Power and data for copiers and other equipment
- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets at counters (per code or one every 5 feet)

#### **Other Requirements**

- Provide space for (2) large refuse bins for recycling and shredding services



**Space Name: Staff Lounge**

Space Area:	400 SF
Number of Spaces:	1
Number of Occupants:	1 - 32 Staff

**General Requirements**

Provide space for general staff to eat lunch and take breaks, conduct small meetings, and small celebrations.

**Proximity Requirements:**

- Convenient access to Commons
- Convenient access to Administration
- Convenient access to Mail/Work Room/Copy

**Activity Description**

- Staff breaks
- Staff lunch
- Meetings
- Celebrations
- Mail and memo distribution

**Finish Requirements:**

- Floor: Carpet except RFT/VCT at wet area
- Walls: Painted gypsum wallboard, tackable wall surface on at least one wall
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- Base cabinets with drawers, doors and 34" h countertop
- Upper cabinets with adjustable shelves
- (3) 4-person tables
- (16) Chairs
- Comfortable seating (couch, side chairs for approximately 6)
- Table for magazines & newspapers (end or coffee)
- (1) Recycle bin
- (1) Trash bin

**Equipment and Display Requirements**

- Computer workstation capabilities
- Large Digital display monitor
- 8 lf Whiteboard/tack board combination
- Double Sink (two compartment) with Insta-Hot and soap and towel dispensers
- (1) Full sized refrigerator
- Dishwasher
- (3) Microwaves
- Coffee maker
- Cook top with oven
- Exhaust hood
- Vending machine (Snack/Cold Drink)



### **Plumbing/Utility Requirements**

- Sink with Insta-Hot and garbage disposal
- Rough-in for dishwasher and refrigerator

### **Mechanical/Environmental Requirements**

- Operable Windows
- Individual Room Climate Control
- Visibility to the outdoors
- Heating and ventilation to meet code
- Vent hood to exhaust cooking odors

### **Acoustic Requirements**

- Sound Insulation in Walls
- Acoustical treatment as necessary to minimize sound transfer

### **Electrical Requirements**

- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets at counters (per code or one every 5 feet)
- Outlets for digital display
- Typical kitchen power per equipment listing

### **Lighting Requirements**

- Shade Control – darken for video (manual ok)
- Lighting Controls per current energy code (2015)
- Dimmable Lighting
- Maximize Daylighting

### **Communications & Technology Requirements**

- Voice Amplification System
- Telephone
- Clock (Digital)
- Speaker
- Wireless network access point

### **Other Requirements**

- Visual Connection to outdoors – Physical if possible and secure



## Student Support - La Center Middle School

### Goals and Objectives

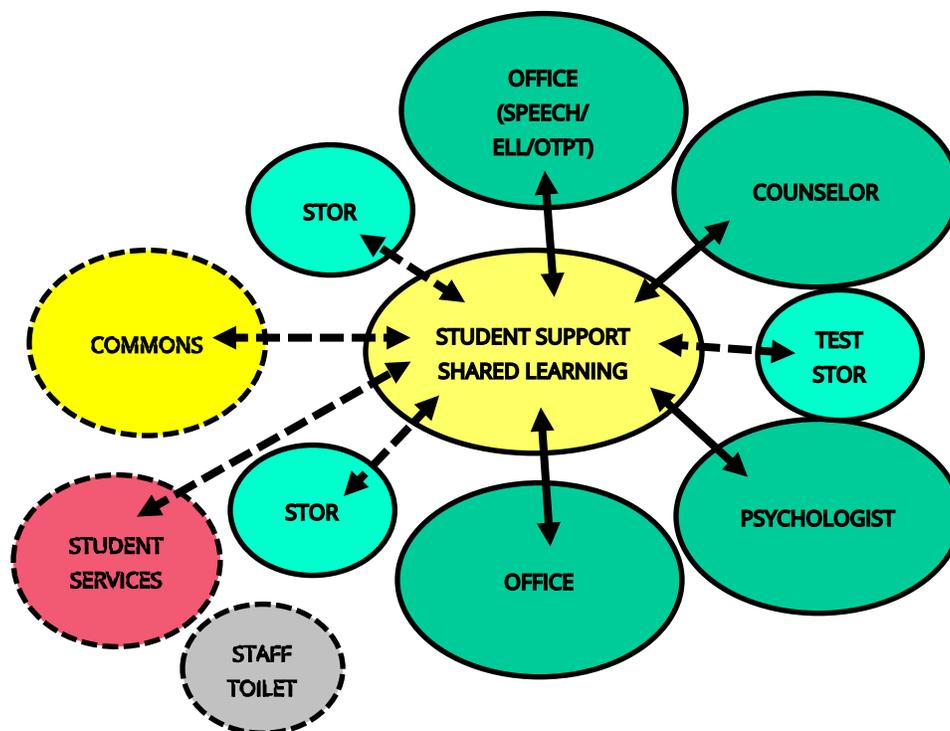
Provide a warm and inviting space that provides support to Students to allow them skills and tools to be within the greater school population. Intent is to create an open environment that reduces a stigma that can be attached with Support Services.

### General Information

All students, visitors, parents, and itinerants entering the Student Support will be greeted by soft seating and a calming atmosphere. Student access to counseling should occur from an area separate from the main Student Services entrance but easily accessible to staff. All offices in the Student Support area will be large enough to have meetings with up to 6 people. Student Support Staff will have access to the large Student Services conference room for larger meetings. Individual offices should provide for audio and visual privacy and be sized for small meeting conferencing.

### Student Support Area Spaces

- 4 Offices
- 1 Shared Learning
- 1 Testing Storage
- 1 Storage
- 1 Leadership Storage



### **Additional Key Components**

- Two doors in opposite locations in and out of the suite should be provided for privacy.
- Privacy is hugely important.
- Space is used as comfort and social space for some students.

### **Occupancy Information**

- Counselor
- Psychologist
- Speech Pathologist
- OTPT Therapist
- ELL Teacher
- Staff Specialists
- (1 - 6) Students/parents waiting to meet with Staff

### **Proximity Requirements**

- Direct access to the main building circulation
- Close proximity to Commons
- Close proximity to Support Classrooms
- Easy access to classrooms



<b>Space Name:</b>	<b>Student Support – Shared Learning</b>	
Space Area:		200 SF
Number of Spaces:		1
Number of Occupants:		1-10 Students/Staff

### General Information:

A Shared Learning space that can be shared by students, teachers, and parents, open to all as a safe and private spaces that can be dedicated to a variety of uses such as instruction, meeting, studying, or project production. This space should be directly adjacent to Student Support Offices and open to building circulation areas.

### Intended Community Uses

- Limited

### Activity Description

- Students, parents and other visitors will wait for meetings and appointments
- Area for students and/or parents visiting counselors
- Small group instruction
- Individual instruction
- Small group projects
- Taking tests
- Place of Comfort

### Proximity Requirements

- Direct access to Counselor, Psychologist, & Specialty Staff Offices
- Direct access to Commons or student circulation corridor
- Convenient access to Student Services
- Convenient access to General Unassigned Offices

### Finish Requirements

- Floor: Carpet
- Walls: Painted gypsum wallboard, one wall tackable surface
- Ceiling: Suspended acoustical ceiling

### Furniture, Storage, and Casework Requirements

- Soft Seating for (8) People
- End, corner, or coffee table

### Equipment and Display Requirements

- White Board/Writeable Surface
- Tackable Surface
- Large Digital display monitor
- Testing Storage Room (30 SF) – Secured with wire shelving
- Storage Room (80 SF) – Secured with wire shelving
- Leadership Storage Cabinet – For Paper and poster Storage

### Plumbing/Utility Requirements

- Drinking Fountain with Bottle Filler



### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Acoustic Requirements**

- Acoustical treatment as necessary to minimize sound transfer

### **Electrical Requirements**

- Convenience outlets at all walls (per code or minimum two per wall)
- Outlets for digital display

### **Lighting Requirements**

- Shade Control (manual ok)
- Window shades or other light and privacy control devices
- Lighting Controls per current energy code
- Dimmable Lighting
- Maximize Daylighting

### **Communications & Technology Requirements**

- Clock (Digital)
- Speaker
- Infrastructure for Wireless network access point

### **Other Requirements**

- Visual Connection to outdoors – Physical if possible and secure
- Visually screened from general building circulation areas



**Space Name: Student Support Offices (Counselor, Psychologist, ELL, Speech, OTPT)**

Space Area:	180 SF
Number of Spaces:	4
Number of Occupants:	1 Staff 1-6 Students/Guests

**General Requirements**

Offices to be used by School Counselor, District Psychologist, Speech Therapist, ELL Teacher, OTPT Therapist, and other Specialty Staff from the District. Sessions occur throughout the day and can often occur before and after regular school hours. Each office needs to be able to accommodate up to six guests or students. Offices should be acoustically isolated for confidential conversations. Vision panels into offices are important for casual observation for staff and student safety.

**Activity Description**

- Individual and small group meeting
- Session transcriptions
- Intra-agency coordination

**Proximity Requirements**

- Direct access to Student Support Shared Learning
- Indirect access to Administration
- Convenient access to Records Storage
- Convenient access to Principal's Office
- Visual link to other Specialty Office entries

**Finish Requirements**

- Floor: Carpet
- Walls: Painted gypsum wallboard, one wall tackable surface
- Ceiling: Suspended acoustical ceiling

**Furniture, Storage, and Casework Requirements**

- Workstation or Desk
- (1) Task chair
- (2) Side chairs at desk
- Consider soft seating (sofa) with low (coffee) table, or small 2-person student desk/table
- (6) Drawers of lockable filing
- Coat rack that can accommodate up to four coats
- Lockable storage cabinets with adjustable shelves on wall with separate keyway for each unit
- (1) Lockable wardrobe cabinet
- Bookshelf units or combination of open and lockable upper cabinets
- (1) Recycle bin
- (1) Trash bin

**Equipment and Display Requirements**

- Computer
- Printer
- Telephone/data/intercom/clock (VoIP) with volume control



- 4 lf of whiteboard

### **Plumbing/Utility Requirements**

- None

### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

### **Acoustic Requirements**

- Acoustically treat wall assemblies to retard sound transmission between adjoining rooms and other sensitive spaces.

### **Electrical Requirements**

- Power and data for computer workstation
- Convenience outlets per code

### **Lighting Requirements**

- Lighting controls per current energy code
- No florescent lighting

### **Communications and Technology Requirements**

- Clock (Digital)
- Wireless network access points

### **Other Requirements**

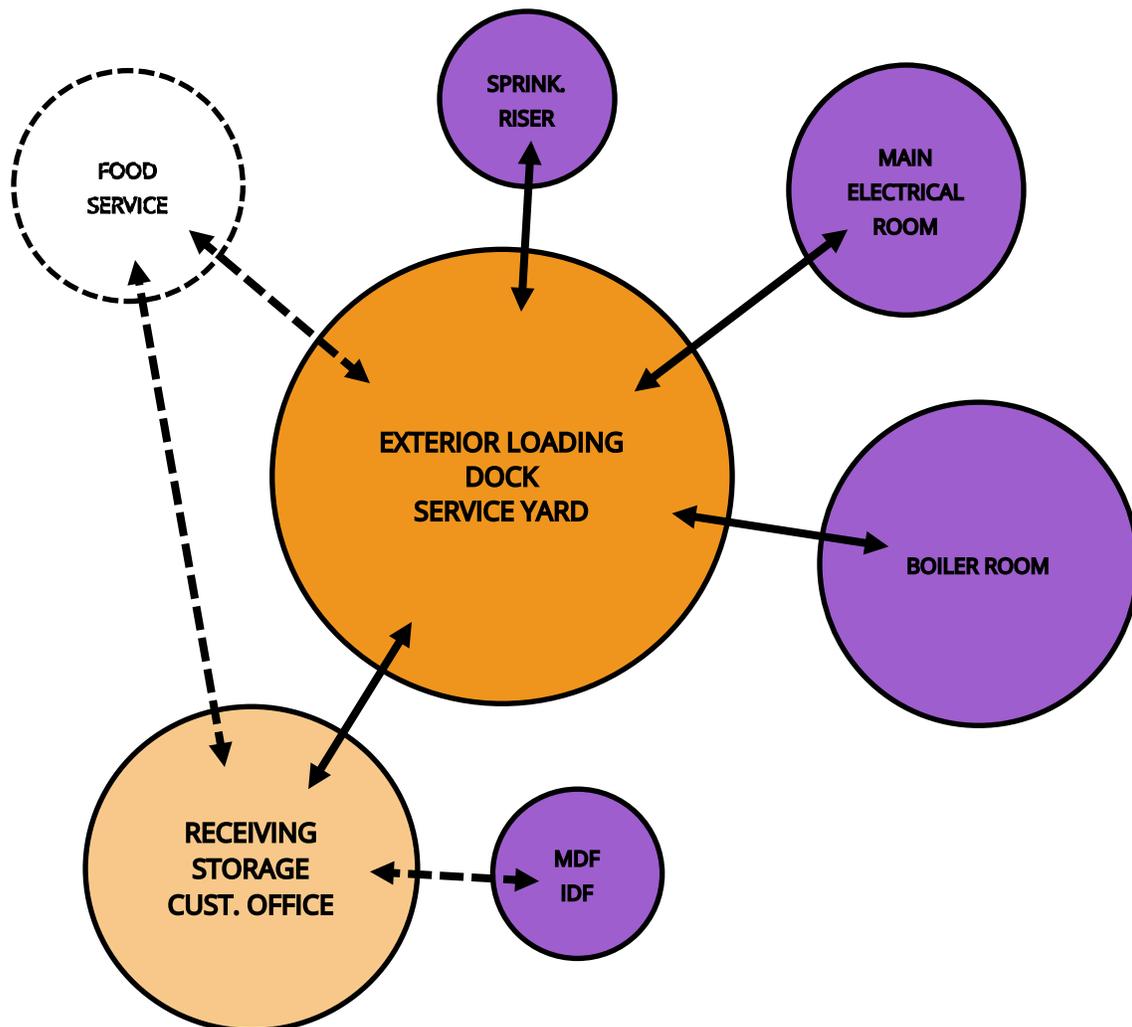
- Provide waiting space/area outside office door for 2 students (screen from reception counter if possible)
- Provide visual link to Reception Work Area
- Maximize natural lighting
- Privacy blinds if relites are used for visual control
- Provide the ability to print to location where confidentiality can be maintained



## Building Support - La Center Middle School

### Goals and Objectives

Building Support spaces include all the areas that help maintain and support the learning environments in the building. Areas are to be easily accessible and maintainable for the long term health of the building.



**Space Name: Boiler and Mechanical Rooms**

Space Area:	TBD
Number of Spaces:	TBD
Number of Occupants:	None

**General Information**

Spaces should be accessible for easy access during school operation and not interrupt the educational process.

**Intended Community Uses**

- None

**Proximity Requirements**

- Direct access to Service Yard (Boiler Room)
- Central location for efficient distribution if possible

**Activity Description**

- Maintenance and monitoring of boiler and ancillary mechanical equipment

**Finish Requirements**

- Floor: Sealed Concrete
- Walls: Painted gypsum wallboard
- Ceiling: Open to structure above

**Furniture, Storage, and Casework Requirements**

- None

**Equipment and Display Requirements**

- None

**Plumbing/Utility Requirements**

- As needed for mechanical equipment and servicing requirements

**Mechanical/Environmental Requirements**

- To be verified with Mechanical Engineer

**Acoustical Requirements**

- Provide acoustical isolation from any adjacent office or academic spaces

**Electrical Requirements**

- As required for mechanical and servicing equipment
- Provide adequate general purpose normal utility power for convenience purposes. Locate at switch height.
- Provide fire alarm detection and alarm notification for room
- Provide emergency shut-down switches for boiler with two-step protection covers

**Lighting Requirements**

- Provide industrial style lighting with wire guards.
- Provide room entry light switches.
- No florescent lighting.

### **Communications and Technology Requirements**

- Provide telephone/data outlet for systems and telephone support.
- Provide outlets for a work station and system monitoring.
- Provide wireless capability.



**Space Name: Main Electrical Room**

Space Area:	250 SF
Number of Spaces:	1
Number of Occupants:	None

**General Requirements**

Provide the necessary exits from this room as required by code. Width and clearance areas as required by code. Provide panic hardware, rather than conventional levers on all exit doors. Doors to swing in the direction of exit from the room where required by code. Provide rated walls per code.

**Intended Community Uses**

- None

**Proximity Requirements**

- Direct access to Service Yard if possible.
- As close as possible to servicing utility exterior transformer location and yet in a practical location from a building layout standpoint.

**Activity Description**

- Maintenance and monitoring of electrical switchgear

**Finish Requirements**

- Floor: Sealed Concrete
- Walls: Painted gypsum wallboard
- Ceiling: Open to structure above

**Furniture, Storage, and Casework Requirements**

- None

**Equipment and Display Requirements**

- None

**Plumbing/Utility Requirements**

- None

**Mechanical/Environmental Requirements**

- Ventilation per code

**Acoustical Requirements**

- Provide acoustic separation from adjacent spaces

**Electrical Requirements**

- Per code

**Lighting Requirements**

- Provide industrial style lighting with wire guards
- Provide room entry light switches



- No florescent lighting

### **Communications and Technology Requirements**

- None

### **Other Requirements**

- None



**Space Name: Sprinkler Riser Room**

Space Area:	TBD
Number of Spaces:	1
Number of Occupants:	None

**General Requirements**

This room is to have an exterior door with identifying signage

**Intended Community Uses**

- None

**Proximity Requirements:**

- Direct access to exterior of building
- Locate convenient to water main (verify location with local jurisdiction)

**Activity Description**

- Entrance point of domestic water to charge fire sprinkler system (verify location with local jurisdiction)

**Finish Requirements:**

- Floor: Sealed Concrete
- Walls: Painted gypsum wallboard
- Ceiling: Open to structure above.

**Furniture, Storage, and Casework Requirements:**

- None

**Equipment and Display Requirements**

- Verify requirements with local jurisdiction

**Plumbing/Utility Requirements**

- To be verified by Mechanical Engineer

**Mechanical/Environmental Requirements**

- To be verified by Mechanical Engineer

**Electrical Requirements**

- Per code

**Lighting Requirements**

- Provide industrial style lighting with wire guards
- No florescent lighting

**Communications and Technology Requirements**

- None



**Space Name: Custodial Office**

Space Area:	Included in Receiving / Storage
Number of Spaces:	1
Number of Occupants:	1 - 3 Custodial Staff

**General Requirements**

This room consists of the custodial and maintenance office. This office needs to be located adjacent to custodial equipment storage, receiving and exterior loading. The school will be staffed with (1-3) custodians.

**Intended Community Uses**

- None

**Proximity Requirements**

- Direct access to interior corridor
- Direct access to Receiving/Storage
- Convenient access to exterior loading dock
- Convenient access to Mechanical/Boiler Room
- Consider locating so as to allow observation of public spaces during community events

**Activity Description**

- Paperwork by head custodian
- Day storage lockers for custodial staff
- Monitoring/schedule adjustment of Energy Management System
- Custodial staff breaks

**Finish Requirements**

- Floor: Sealed Concrete (consider Polyplate concrete finish)
- Walls: Painted gypsum wallboard
- Ceiling: Open to structure above

**Furniture, Storage and Casework Requirements**

- 29" high counter with knee space, base cabinets below and open upper cabinets above
- (1) Wardrobe cabinet
- (1) Lockable 84" high cabinet, 18" deep to secure and store tools
- (4) Full-height lockers for personal items.
- (4) Drawers of lockable filing (or equivalent file storage)
- (1) Lunch/break table
- (1) Computer station
- (1) Chair/stool at work counter
- (1) Task chair
- (2) Side chairs

**Equipment and Display Requirements**

- 4 lf of tack board
- Charging station for radio handsets (Consider a wall mounted raceway strip with multiple power and data outlets above work table/surface height)
- Waste receptacle



- Recycle Bin

### **Plumbing/Utility Requirements**

- None

### **Mechanical/Environmental Requirements**

- Basic heating and ventilation per code

### **Acoustic Requirements**

- Acoustically separate from adjacent rooms.

### **Electrical Requirements**

- Electrical, data, phone and intercom wiring (locate outlets above counter or desk tops and consider divided raceway)
- Infrastructure for wireless computer hub
- Equipment connections

### **Lighting Requirements**

- Provide industrial style lighting with wire guards
- No florescent lighting

### **Communications and Technology Requirements**

- Telephone/data/intercom/clock (VoIP)
- Wall clock and speaker

### **Other Requirements**

- None



**Space Name: Receiving / Storage Workroom**

Space Area:	500 SF
Number of Spaces:	1
Number of Occupants:	1 – 3 Custodial Staff

**General Requirements:**

The Receiving/Storage area is a multi-purpose space which will provide a work area for custodial staff, storage for large custodial equipment (scrubbers, buffers, etc.), and allow for the receiving of materials and deliveries. This space needs to be large enough to maneuver equipment without the need to relocate equipment within or outside the room. There should be a set double doors with removable center mullion provided for moving large deliveries into and out of room. A deep mop sink, open metal shelving, and work counters will be provided.

**Intended Community Uses**

- None

**Proximity Requirements:**

- Direct access to interior corridor and loading dock
- Convenient access to Custodial Office
- Convenient access to Kitchen

**Activity Description**

- Storage of custodial and maintenance equipment
- Storage of consumables including light bulbs, cleaning and paper products, etc.
- Storage of consumable custodial supplies
- Central receiving and temporary storage for books, furniture, equipment and supplies (should be a securable space)
- Storage for building materials and system maintenance information and reference (i.e. drawings and O and M manuals)

**Finish Requirements:**

- Floor: Sealed Concrete (consider Polyplate concrete finish)
- Walls: Painted gypsum wallboard and FRP at the area adjacent to the mop sink (consider plywood or MDF)
- Ceiling: Open to structure above

**Furniture, Storage, and Casework Requirements:**

- 12" and 24" deep open metal shelving along walls for storage of supplies
- 29" high countertop
- Open shelving above counter, to store Operations and Maintenance manuals and other procedural and reference materials.
- (1) Vented hazardous materials/paint storage cabinet (Justrite Model 893020) 43"wx44"hx18"d
- Bins or racks for broom and mop storage

**Equipment and Display Requirements**

- Charging station for battery powered equipment (power outlets at 36" AFF and verify with District for special outlet and power requirements. Consider wall mold and provide a shelf above for charging transformers.)
- Stacking washer/dryer
- Open metal shelving
- Equipment to be stored includes:
  - Extractors
  - Floor scrubbers
  - Wet/dry vacuums
  - Equipment used to clean or repair areas of the building
  - Mop and buckets

### **Plumbing/Utility Requirements**

- Stainless steel hand sink
- Mop sink
- Washer and dryer connections

### **Mechanical/Environmental Requirements**

- Heating and ventilation to meet code
- Dryer vent

### **Acoustic Requirements**

- Acoustically separate from adjacent rooms.

### **Electrical Requirements**

- Electrical outlets along walls (36" AFF at equipment charging location)

### **Lighting Requirements**

- Provide industrial style lighting with wire guards
- No florescent lighting

### **Communications and Technology Requirements**

- Intercom speaker

### **Other Requirements**

- Provide parking space for (2) riding scrubbers next to mop sink
- Provide backing for wall hung soap dispenser over mop sink



**Space Name: Custodial Closets**

Space Area:	30 SF
Number of Spaces:	4
Number of Occupants:	None

**General Requirements**

Janitor closets with deep mop sink, shelves, and wall clips for mops, brooms etc. distributed throughout the building (at least one per floor). A slightly larger Custodial Closet (approximately 80 SF) will be provided on the upper floors.

**Intended Community Uses**

- None

**Proximity Requirements:**

- Minimum of (1) Custodial Closet per floor
- Convenient access to learning area clusters

**Activity Description**

- Storage of custodial supplies and equipment

**Finish Requirements**

- Floor: Sealed Concrete (consider Polyplate concrete finish)
- Walls: Painted gypsum wallboard and FRP at the area adjacent to the mop sink
- Ceiling: Open to structure above

**Furniture, Storage and Casework Requirements:**

- Open shelving, provide blocking in wall
- Wall clips for mops, brooms, etc.

**Equipment and Display Requirements**

- Soap portioning dispenser 4' x 3' (place directly over mop sink), provide blocking in wall

**Plumbing/Utility Requirements**

- Mop sink - Look at molded fiberglass sink and surround.

**Mechanical/Environmental Requirements**

- Heating and ventilation to meet code

**Acoustic Requirements**

- None

**Electrical Requirements**

- Electrical outlets per code

**Lighting Requirements**

- Provide industrial style lighting with wire guards
- No florescent lighting



## **Communications and Technology Requirements**

- None

## **Other Requirements**

- None



**Space Name: MDF and IDF Rooms**

Space Area:	(MDF) 150 SF (IDF x 2) 100 SF each
Total Space Area:	350 SF
Number of Spaces	2+
Number of Occupants:	None

**General Requirements**

The MDF room houses the main telephone service gear, network switches, fire alarm panel and requires space to house computer servers (most servers are located at the main district office building). The room requires a dedicated HVAC system to maintain 66 degree temperature. IDF rooms housing routers and other secondary computer equipment will be located throughout the building as required. An exterior hook-up will be provided for a mobile emergency generator to provide power to the MDF/IDF Rooms in case of a building power outage. A workstation in the MDF room will be provided for network administrators who will occasionally need access to maintain systems.

**Intended Community Uses**

- None

**Proximity Requirements**

- Centrally locate MDF Room
- Direct access to interior corridor
- Convenient access to Custodial Office

**Activity Description**

- Maintenance of data/telecom infrastructure.

**Finish Requirements:**

- Floor: Sealed Concrete
- Walls: Hard durable surface (painted plywood for surface mounted equipment)
- Ceiling: Open to structure above

**Furniture, Storage, and Casework Requirements:**

- Small desk or work table
- Task chair

**Equipment and Display Requirements**

- (2) Cabinet style data racks approximately 26" wide by 40" deep by 90" tall in MDF. IDF rooms will also use (2) of the same cabinet style data racks. Open frame racks not desired.
- Provide minimum 42" working clearance at front and back of racks.
- Racks to be configured for hot bay and cold bay for proper HVAC effectiveness.
- Dedicated HVAC cooling system designed to maintain 66 degree temperature with alarm capability and report to the Building Automation System (BAS)
- Remaining equipment to be determined by District staff
- Provide 18" rack for UPS

**Plumbing/Utility Requirements**

- None

### **Mechanical/Environmental Requirements**

- Heating, cooling and ventilation to meet code

### **Acoustic Requirements**

- Acoustically separate from adjacent rooms.

### **Electrical Requirements**

- (2) Dedicated 50 amp 208/120V 3-phase 4-wire circuits. Actual NEMA configuration to be determined to match equipment.
- (1) 30 amp 208V 3-phase 4-wire circuits for larger centralized uninterruptible power supplies (UPS)
- Minimum of (2) 20 amp 120VAC dedicated circuits per cabinet to be confirmed. Technology Services department to determine actual needs. Metered power strips may be desired with redundant power circuits. Currently they are not using dual power supply designed equipment.
- Provide room with emergency generator power coverage
- Provide laptop cart charging capability at each learning center

### **Lighting Requirements**

- Provide local entry door light switches. Occupancy switches and occupancy sensors not allowed.
- Task lighting for small motor tasks. Lighting should be on generator power with additional battery backup ballasts.
- Provide industrial style lighting with wire guards
- No florescent lighting

### **Communications and Technology Requirements**

- Card key or unique key to control access to room

### **Other Requirements**

- Will use power injectors rather than dedicated PoE switches
- Fire alarm, CATV, and security equipment (access control, surveillance camera system CCTV intrusion detection system) can be co-located in the MDF room
- Servicing telephone utility D-marc with line protectors to be located in the MDF room
- (2) Dedicated phone line to fire alarm panel for DACT. One primary, one secondary per NFPA 72 requirements.
- System design to follow conventional spoke and hub design. Design to be based on patch panel concept instead of 110 punch down. District IMS will provide cross connects between station cabling and active equipment. Design to comply with BICSI EIA/TIA recommendations.
- Adequate general purpose normal utility power receptacles at switch height will be required around room perimeter. Consider providing emergency power receptacles to feed all network equipment. Power strips will be located inside telecom cabinets.
- Provide cable runway system around room perimeter and above racks for cable distribution
- Incoming line surge suppression required on all power panels feeding equipment
- Provide telecommunications copper ground bar with bonding to all metallic components
- Maintain separation from inductive style luminaires and telecom cabling
- No anti-static mats or floor tile required.
- Telecommunication cabling and Work Area Outlet (WAO) configurations per District standards



- Design to plan for Wireless Access Points (WAP). (At least (2) WAP in each classroom with the capability to add future WAP's in the future as necessary).
- Provide MDF room emergency power master shut-off. EPO switches have been a problem in the past when a Contractor accidently brushed up against it and shuts down the entire system. Reference NEC article 645.
- Provide fire alarm detection and alarm notification at MDF. Requirements for fire alarm system printer to be as directed by the fire marshal and in accordance with NFPA 75-current edition.
- Provide smoke detector and manual pull station adjacent to fire alarm panel. Investigate with District a clean agent fire protection system concept or pre-action fire prevention system design.
- Minimum 1-hour fire rated construction. Raised computer room style floor not required.



**Space Name: Staff Toilet Rooms**

Space Area:	50 SF
Number of Spaces:	5
Number of Occupants:	None

**General Requirements**

Unisex toilet rooms accessible to building staff

**Intended Community Uses**

- Keyed for staff use only.

**Proximity Requirements**

- Convenient access to learning area clusters
- Convenient access to Administration Suite
- Convenient access to Counseling Suite

**Finish Requirements:**

- Floor: Durable seamless non-slip surfacing
- Walls: Hard washable surface (prefer epoxy paint)
- Ceiling: Suspended acoustical ceiling or gypsum wallboard

**Furniture, Storage, and Casework Requirements**

- None

**Equipment and Display Requirements**

- Handicapped toilet
- Handicapped lavatory
- Toilet paper dispenser
- Soap dispenser
- Paper towel dispenser
- Toilet seat gasket dispenser
- Feminine napkin receptacle
- Waste receptacle
- Coat hook
- Grab bars at toilet

**Plumbing/Utility Requirements**

- Typical for a handicap accessible toilet (wall hung)
- Slope floor to drain

**Mechanical/Environmental Requirements**

- Exhaust fan

**Acoustic Requirements**

- Acoustically separate from adjacent rooms.

**Electrical Requirements**

- GFCI Convenience outlet
- Fire alarm visual notification device

**Lighting Requirements**

- No florescent lighting

**Communications and Technology Requirements**

- Intercom speaker

**Other Requirements**

- Privacy lockset



<b>Space Name:</b>	<b>Student and Event Toilet Rooms</b>		
	Space Area:		300 SF
	Number of Spaces:		6 (3 Boy's, 3 Girl's)
	Number of Occupants:		None

### General Requirements

Student toilets should be located within each of the three learning area clusters with one set near the Gymnasium serving as event toilets.

### Intended Community Uses

- Community use of the event toilets during after-hour activities.

### Proximity Requirements

- There should be a set conveniently located near each learning center.
- There should be one set located near the Gymnasium for events.

### Finish Requirements

- Floor: Ceramic tile or other durable seamless non-slip surfacing
- Walls: Hard washable surface (prefer ceramic tile, FRP, or laminate)
- Ceiling: Gypsum wallboard with epoxy paint

### Furniture, Storage, and Casework Requirements

- None

### Equipment and Display Requirements

- Handicapped toilet at each toilet room
- Handicapped lavatory at each toilet room
- Handicapped urinal at each boy's toilet room
- Toilet paper dispenser
- Soap dispenser
- Feminine napkin receptacle at girl's toilet rooms
- Waste receptacle
- Grab bars at handicapped toilet
- Wall mounted hand dryer (2)
- Stall doors are to be laminate with continuous hinges

### Plumbing/Utility Requirements

- Typical for a handicap accessible toilet (wall mounted)
- Hose bib (hot water for washing floors)
- Wall mounted drinking fountain/bottle filler outside toilet room locations
- Slope floor to drain

### Mechanical/Environmental Requirements

- Exhaust fan

### Acoustic Requirements

- Acoustically separate from adjacent rooms.



**Electrical Requirements**

- GFCI Convenience outlet
- Power for wall mounted hand dryers
- Fire alarm visual notification device

**Lighting Requirements**

- No florescent lighting

**Communications and Technology Requirements**

- Intercom speaker

**Other Requirements**

- None



**Space Name: Family Toilet Room**

Space Area:	100 SF
Number of Spaces:	1
Number of Occupants:	None

**General Requirements**

A unisex toilet room for additional toilet/changing in the PE area and after-hour event community family use.

**Intended Community Uses**

- Community use during after-hour events.

**Proximity Requirements**

- Convenient access to Gymnasium
- Convenient access to Commons
- Convenient access to Locker Rooms

**Finish Requirements**

- Floor: Durable seamless non-slip surfacing
- Walls: Hard washable surface (prefer epoxy paint)
- Ceiling: Suspended acoustical ceiling or gypsum wallboard

**Furniture, Storage, and Casework Requirements**

- None

**Equipment and Display Requirements**

- Handicapped toilet
- Handicapped lavatory
- Toilet paper dispenser
- Soap dispenser
- Paper towel dispenser
- Toilet seat gasket dispenser
- Feminine napkin receptacle
- Waste receptacle
- Coat hook
- Grab bars at toilet
- Baby changing station

**Plumbing/Utility Requirements**

- Typical for a handicap accessible toilet (wall hung)
- Slope floor to drain

**Mechanical/Environmental Requirements**

- Exhaust fan

**Acoustic Requirements**

- Acoustically separate from adjacent rooms.



**Electrical Requirements**

- GFCI Convenience outlet
- Fire alarm visual notification device

**Lighting Requirements**

- No florescent lighting

**Communications and Technology Requirements**

- Intercom speaker

**Other Requirements**

- Privacy lockset
- Ability to lock during the day if not being used.



## Site Development - La Center Middle School

### GENERAL INFORMATION

The site will be laid out to utilize the area between two existing wetlands and locate the new school near the main street to give it a community presence. The south end of the site will be left for future development. The site around the new building will be developed with a concept to provide (4) different outdoor areas corresponding to the different building activities they access.

- **Greet/Gather** will welcome students and visitors arriving at the front door.
- **Perform** will welcome the community arriving for events in the Commons and Gymnasium
- **Play** will provide an active environment for physical activity off the Gymnasium and Aux, Fitness.
- **Explore** will provide a more quiet and academic area, surrounded by classrooms and maker spaces, for exploration and discovery

### Site Circulation

The first priority for on-site pedestrian pathways, vehicle circulation and parking is safety. Secondary is the efficiency by which cars, busses and pedestrians move through the site. It is desirable to separate parking areas and the vehicle circulation routes for staff, students, visitors and drop-off and to provide each with its own point of access from the public right of way without crossing or intersecting circulation routes.

Students arriving by bus should not have to cross traffic path of other vehicles to access the building. Note that locating the bus loading area further from the main building entrance likely reduces conflicts with automotive traffic.

- Students arriving by bus and visitors to the school may enter the building at separate public and student entries
- An estimated (15) large busses will serve the site
- A small percentage of students may walk to school.
- Approximately (62) minimum parking stalls will be necessary for car parking on-site, subject to the requirements of the local jurisdiction
  - Provision of (29) drop-off and pick-up stalls is recommended, subject to jurisdictional review
  - Staff parking will need to accommodate a minimum of (28) stalls during the day.
  - The code required number and location of available handicapped parking stalls will be met or exceeded
  - District support and maintenance staff will have clearly designated parking stalls located near the building service area
  - An area will be designated for deliveries by both District and other vender vehicles.
- There will be bike racks for student and staff use.
- Vehicle gates will keep unauthorized vehicles from driving out of the designated parking areas and into more secure areas behind the school.
- Areas of the site permitting access by vehicles should be well defined areas with curbs and visual barriers, with a means that allows access for District vehicles to enter the site for required grounds and maintenance activities
- Provide deterrents to skateboarding wherever possible and practical
- Consider a possible building/roof overhang configuration that could provide covered waiting areas at or near car and bus drop-off and pick-up zones



- A fitness trail should be considered for pedestrian access to wetland area
- Provide Grass-Crete or similar product for overflow event parking

## Site Safety and Security

To promote site safety and secure the site, the design will incorporate Crime Prevention Through Environmental Design (CPTED) principles. To accomplish these goals, the following key components must be addressed:

- Lighting will be provided at the building perimeter and along paths connecting to parking and loading areas per the guidelines of the appropriate jurisdiction
- Lockable control gates or barriers will be provided at designated vehicular entrances to the site. Gates should be lockable in both the open and closed position.
- Blind spots are to be avoided to the extent practical. A visual connection to the site perimeter at all areas needs to be maintained whenever possible.
- An intrusion alarm will be provided at all building entrances, exterior doorways and at all instructional areas of the building that contain a concentration of expensive equipment. The alarm system will be connected to an off-site security monitoring system and to the system at the District's Facilities Department. System is to cover, at a minimum, the building exterior perimeter and Computer Labs.
- An on-site security monitoring and surveillance system will be provided to monitor both outside and inside areas, such as parking, bus loading, playfields, all building entrances, corridors, computer labs and selected career technology spaces.
- An integrated electronic card key access control system will be provided. The system shall control building access by granting and recording access by authorized individuals and by detecting, denying, recording and reporting access attempts or intrusions by unauthorized individuals.
- At the building exterior provide instant-on motion activated LED lighting combined with the ability to set lights on a time clock.

## Site Signage

The following site signage will be provided:

- School identification with address on building exterior
- A street side monument sign with school name and address
- Busses Only, Cars Not Permitted
- Visitor Parking
- Staff Parking
- Handicap Parking
- Drop-off Zone/No Parking
- Signage to direct visitors and parents to appropriate parking area, student pick-up and Administration
- Signs that indicate that visitors are required to sign-in at the Administration Office
- An announcement reader board, possibly in lieu of the monument sign. Investigate with the local jurisdiction, the possibility and cost impacts of an electronic reader board
- Signs identifying wetland perimeter
- Signs indicating that guns/drugs are prohibited on the site
- Signs regulating pets on site



- Authorized vehicles only signs at appropriate locations

## **Site Improvements**

The following site improvements will be provided:

- Provision of 12" wide concrete mow strip at building walls and at fences if funds permit
- All poles will be surrounded by a minimum 12" radius concrete surface mow strip flush with grade as budget allows
- Storm water conveyance and detention system to meet site needs and current codes
- A grass PE field will be developed for outdoor play.
- A nature/running trail will be studied to provide controlled pedestrian access to the wetland area
- An area for a student vegetable garden will be developed with a potable water source. Alternate water sources will be studied. (roof water collection from metal roofing and cistern water storage).
- Provide painted basketball court line with backstops/poles.

## **Landscaping**

The following landscaping items will be provided:

- Irrigation at lawn areas at a minimum
- Separate irrigation zones should be provided for lawn, shrub and field areas
- Specify native, mature, drought resistant plants
- Provide quick-couplers at student planting areas, outdoor classroom, and at locations to be determined during design
- (2) Basketball backstops/hoops
- Consider vehicle gates at Bus Loop and Service Area



**Space Name: Staff Parking**

Number of Parking Spaces: 28

**Proximity Requirements**

- Staff parking should be located near the school building for better control and observation
- The majority of parking should be located to provide spaces for non-school hour use of the gym and field for sporting or other event parking

**Activity Description**

- Parking for staff vehicles during the school day
- Parking for after school hours activities and weekend community events taking place at the facility
- Parking for after school/weekend/summer community use of the play field

**Other Requirements**

- Signage should be minimal, yet enough to clearly specify the allowed usage of the site areas and permitted access. Examples of desired signage are: parking and access restrictions, directional, no guns, no skateboards, etc.
- Speed bumps are an acceptable means for controlling speed and, if implemented, should be the wide type and may be integrated with crosswalks. Speed bumps per required standards.
- Secure, vandal resistant garbage cans should be provided throughout the parking lot and in selected outside areas
- Parking lots should be laid out to be easily monitored by security cameras. Actual directional focus and positioning of cameras should be determined once building has been opened and under operation for an amount of time to be determined by the District. Multiple optional mounting locations should be provided and the actual use patterns of the building can afford the District a better understanding of the best camera locations. Cameras must be vandal resistant.
- There should be a means to control the level of lighting within the parking lots that is appropriate to the anticipated schedule and use. Exterior lighting should be provided in the following zoning: building perimeter, pathway to the building, parking lots and general site.
- Landscaping islands require maintenance and should be minimized as jurisdictional regulations allow
- Class bells, fire alarm, and intercom PA should all be audible, yet switchable for the parking lot and field areas
- Cast in place curbing should be used (no extruded curbs)
- Provide wheel stops only where paving abuts landscaping or lawn areas



**Space Name: Visitor Parking**

Number of Parking Spaces: 62

**Proximity Requirements**

- Direct connection to main building entry
- Visual link to Administration Office
- If possible, locate adjacent to student drop-off area

**Activity Description**

- This parking may double as event parking during non-school hours and on weekends
- All visitors will report to Administration upon entering the building

**Other Requirements**

- Provide signage to direct visitors to the appropriate parking areas, building entry and Administration Office
- Cast in place curbing should be used whenever possible
- Speed bumps are an acceptable means for controlling speed and, if implemented, should be the wide type and may be integrated with crosswalks. Speed bumps per required standards.



**Space Name: Student Drop-Off**

Number of Drop-Off Spaces: 29

**Proximity Requirements**

- This area should be located near the school entrance, and should not conflict with other vehicle and pedestrian circulation

**Activity Description**

- Drop-off and pick up of students at the beginning and end of the school day. At peak times, up to 25 cars could be queued

**Other Requirements**

- If possible, provide covered shelter at main drop-off point for students waiting for rides
- Cast in place curbing should be used whenever possible
- Speed bumps are an acceptable means for controlling speed and, if implemented, should be the wide type and may be integrated with crosswalks. Speed bumps per required standards.



**Space Name: Bus Drop-Off**

Number of Drop-Off Spaces: 15 large busses

**Proximity Requirements**

- The Bus Drop-Off should be located with convenient access to the entrance of the school and not conflict with other vehicle and pedestrian circulation
- Convenient access to a staff restroom

**Activity Description**

- Drop-off and pick up of students being bussed to school at beginning and end of the school day. At peak times, up to 15 large busses could be queued

**Other Requirements**

- If possible, provide covered shelter from the drop-off point to the entrance of the school.
- Cast in place curbing should be used whenever possible
- Speed bumps are an acceptable means for controlling speed and, if implemented, should be the wide type and may be integrated with crosswalks. Speed bumps per required standards.
- Provide heavy-duty pavement at the Bus Drop-Off area.



**Space Name: Service and Delivery Court**

Number of Parking Spaces: 7 (included in staff parking count)

### **Proximity Requirements**

- Direct connection to the Custodial Receiving Room
- Direct connection to Boiler and Electrical Rooms
- Convenient connection to the Kitchen
- Convenient connection to the Commons
- Visual link to site perimeter (for off-hours security)

### **Activity Description**

- Vehicle service access to the kitchen, custodial supplies and equipment, dumpsters and exterior mechanical equipment
- (2) Parking stalls for 2 maintenance vehicles
- (2) Parking stalls for 2 food service workers from 5am to 1:30pm in the service courtyard. These stalls may also be utilized by night time custodial staff of approximately 2 people.
- (1) Parking stall for use by custodial staff
- Loading area near Receiving
- Loading area near Kitchen

### **Equipment Requirements**

#### **Other Requirements**

- The service yard will provide a portion of the code required fire and emergency vehicle access. Hard surface access should be provided around the entire building perimeter if possible.
- Provide space for at least two dumpsters
- Cast in place curbing should be used whenever possible
- Provide ability to secure this area at night and on weekends
- Provide heavy load asphalt where delivery trucks travel
- Provide concrete paving at loading dock
- Provide separate space at loading area for trash and recycle dumpsters. Verify adequate room for trash trucks to maneuver



# La Center Middle School

9/10/2018

NAC Architecture  
DD FINAL DRAFT

planned number of students 550  
SF per student 139  
Teaching Stations 25

PROGRAM AREA	QTY	SF/RM	SF/Space	Total SF	# teaching	# students	students	utilizatio	students	Comment
<b>CORE INSTRUCTION</b>				<b>22,570</b>	<b>19</b>		<b>510</b>			
<b>CLASSROOMS</b>	<b>12</b>	900	10,800		12	30	320	0.83	300	3 pods of 5 rooms each (11@30max - 3@10max)
SHARED PROJECT AREAS	3	400	1,200							1 per pod
Collaboration Conference Room	6	150	900							2 per pod
STORAGE	3	100	300							1 per pod
<b>SUPPORT CLASSROOM</b>	<b>1</b>	900	900		1	10	10	1.00	10	Include in First floor - provide hook for OTPT
Self contained restroom	1	120	120							
Self contained sensory room	1	100	100							Could use as recording room
<b>MAKER LAB ART/CTE</b>	<b>2</b>	1200	2,400		2	30	60	0.83	50.0	ART & CTE Maker I 50.0 300
STORAGE	2	150	300							
KILN	1	50	50							Could be incorporated into storage room
<b>MAKER LAB SCIENCE/CTE</b>	<b>4</b>	1200	4,800		4	30	120	0.83	100.0	1 to be CTE 100.0 600
SCIENCE PREP	2	200	400							Science to share
STORAGE	2	150	300							
<b>PERFORMING ARTS</b>				<b>4,600</b>	<b>2</b>					
MUSIC - BAND	1	2200	2,200		1	85	85	0.83	70.8	Assume Band (85) Choir (70)
MUSIC - CHOIR	0	1200	0		0	60	0	0.83	0.0	2 choir classes and 1 drama
MUSIC - DRAMA/STAGE	1	1200	1,200		1	20	20	0.50	10.0	Connect with band/choir for piano
MUSIC - ROBE STORAGE	1	200	200							Consider cabinet
MUSIC - INSTRUMENT STORAGE	1	200	200							Similar treatment to practice room
MUSIC - DRAMA STORAGE	1	200	200							
MUSIC - PRACTICE	2	200	400							3-5 people
LIBRARY/OFFICE	1	200	200							High capacity storage system
<b>PHYSICAL EDUCATION / ATHLETICS</b>				<b>13,650</b>	<b>3</b>					
MAIN GYM	1	7600	7,600		2	32	64	0.66	42.24	seating for 450 in bleachers
AUX FITNESS	1	3000	3000		1	32	32	0.66	21.12	
BOYS LOCKERS	1	600	600							
- SHOWERS AND RESTROOMS	1	300	300							
- OFFICE / ADULT RESTROOM/SHOWER	1	200	200							
GIRLS LOCKERS	1	600	600							
- SHOWERS AND RESTROOMS	1	300	300							
- OFFICE / ADULT RESTROOM/SHOWER	1	200	200							
PE STORAGE	1	250	250							OFF GYM
ATHLETIC STORAGE	1	500	500							
COMMUNITY STORAGE	1	100	100							small storage for athletic equipment without needing to open school storage room
<b>LIBRARY/MEDIA CENTER</b>				<b>2,900</b>	<b>1</b>					
LEARNING COMMONS	1	2400	2,400		1					
WORK ROOM/office/storage	1	350	350							
TECH OFFICE / STORAGE	1	150	150							near MDF/IDF
<b>FOOD SERVICE/COMMONS</b>				<b>5,960</b>						
COMMONS	1	4000	4,000			266.7			266.67	Students per lunch 571 for gathering
STAGE - SEE DRAMA/FINE ARTS										
COMMONS STORAGE	1	150	150							
TABLE STORAGE	1	300	300							
KITCHEN / SERVERY / SCULLERY	1	1200	1,200							
DRY STORAGE	1	100	100							
WALK-IN FREEZER/COOLER	1	160	160							
TOILET	1	50	50							
<b>STUDENT SERVICES</b>				<b>2,790</b>						

# La Center Middle School

9/10/2018

NAC Architecture  
DD FINAL DRAFT

planned number of students 550  
SF per student 139  
Teaching Stations 25

PROGRAM AREA	QTY	SF/RM	SF/Space	Total SF	# teaching	# students	students	utilizatio	students	Comment
ENTRY LOBBY	1	350	350							
LOBBY WAITING	1	100	100							
RECEPTION/SECRETARIES	1	400	400							
- WORKROOM	1	150	150							
NURSES OFFICE	1	80	80							
- EXAM	1	120	120							
- TOILET	1	60	60							
CONFERENCE LARGE	1	250	250							Large enough for 12 people
PRINCIPAL	1	200	200							
ASSISTANT PRINCIPAL	1	150	150							
FACULTY LOUNGE	1	400	400							
TEACHER WK.RM.	1	300	300							two copy machines + work island
MAIL/OFFICE WORKROOM / SUPPLIES	1	150	150							Ideally connected or near faculty lounge
STORAGE	1	80	80							

STUDENT SUPPORT				1,130						Connected to Admin - with separate entrance and waiting
SHARED LEARNING	1	200	200							
COUNSELOR	1	180	180							
PSYCHOLOGIST'S OFFICE	1	180	180							
SPEECH/ELL OFFICE/OTPT	1	180	180							
OFFICE	1	180	180							
STORAGE	1	80	80							
TESTING STORAGE - locked closet	1	30	30							
LEADERSHIP STORAGE	1	100	100							

BUILDING SUPPORT				4,140						
EVENT TOILETS	2	300	600							
STUDENT TOILETS	4	200	800							
STAFF TOILET	5	50	250							
FAMILY TOILET	1	100	100							
CUSTODIAL	4	30	120							
CUSTODIAL OFFICE	included in receiving									
RECEIVING / STORAGE	1	500	500							
MDF	1	150	150							
IDF	2	100	200							
STUDENT / STREET LOCKERS (450)	225	2	450							assumes 2 tier, 15"x12" 4.0
BOILER	1	400	400							
ELEC room	1	250	250							
ELEC PANEL CLOSETS	4	30	120							
Elevator and Machine room	1	200	200							6929

<b>TOTAL BUILDING ASSIGNABLE SF :</b> ASF not including Building Support				<b>57,740</b> 53,600	<b>25.0</b>
<b>UNASSIGNABLE AREAS :</b>					
<b>CIRCULATION</b>	20.0%		11,554		15.2%
<b>ELECTRICAL AND DATA</b>			0		720
<b>MECHANICAL ROOMS AND SHAFTS</b>			0		400
<b>INTERIOR/EXTERIOR WALLS</b>	12%		6,929		9.1%
	<b>32%</b>		<b>18,483</b>		

<b>TOTAL BUILDING GSF</b>				<b>76,223</b>	<b>25</b>
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- excludes fan rooms

711 0.85 604

# Middle School Education Specifications Questionnaire

The purpose of this portion of the Ed Spec process is to determine the detailed requirements of each space, class or program. The topics start with general questions and become more specific. The Goals established in the first Ed Spec phase must be kept in mind as detailed requirements are developed. The information gathered in this phase will be reviewed with the steering Committee and representatives of each area or department to ensure its consistency with Project Goals.

This survey will NOT be anonymous. We need to know who is describing what for the architects, this information will also be helpful for your meetings with the architects coming up in the following few weeks.

Email address \*

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Name? \*

---

Department

---

## Part 1 - Departmental/Program Considerations

Describe your classes. Talk about what skills/lessons they provide, how they have evolved and where you hope for them to go.

---

Describe the expected educational and student outcomes of your classes. What skill set should a student possess upon completion of your class/program?

---

Do you use any of these activities to achieve the above goals?

Manipulative learning

Computer use

Reading

Movement within the space

Other:

---

Describe which areas should be close to or away from this program or area.

---

Describe the ideal types and number of rooms you need to house your classes/program.

---

Do you use any of the following spaces for your classes/program?

Office Space

Teaching space

Conference space

Storage

Time-out rooms

Observation rooms

Other: \_\_\_\_\_

Describe your security requirements.

\_\_\_\_\_

## Part 2 - Demographics

How many teachers teach this subject? How are they distributed (by subject, by grade band, etc.)?

\_\_\_\_\_

Approximately how many students will utilize this program? How are they distributed around the school?

---

About how many students are in your classes?

---

How often will each Class be offered? (Terms per year, total class periods per day, days of week)

---

### Section 3 - Specific Considerations

Furniture and Equipment 

Does your room feature...

Desks

Chairs

Table

Computer Stations

Printer Stations

Carrels

Appliances

Sofas

Carts

Other: .....

Quantitatively describe your movable furniture and equipment.

.....

For features identified, please provide the number used.

.....

Fixed Equipment 

Does your room include:

Countertops

Machines

TVs

Other: \_\_\_\_\_

Quantitatively describe any equipment which must be fixed to the floors, walls or ceiling.

---

## Writing and Display Surfaces

Does your room have:

Whiteboards

Electronic writing surfaces

Tack boards

Tack walls

Other: \_\_\_\_\_

Quantitatively describe the writing and display surfaces anticipated.

---

## Storage

Does your room include:

- Teacher's wardrobe
- Teacher's computer station/desk
- Bookshelves
- Tall cabinets
- Movable cabinets
- Undercounter (lower) cabinets
- Upper cabinets with doors
- Upper cabinet shelves
- Map drawers
- File drawers
- Drawers
- Display requirements
- Adjustable shelves on standard walls
- Special storage
- Other: .....

Quantitatively describe the storage to be contained in the room.

.....

Does your room include:

TV's/displays

Computers and printers

Sound systems

Overhead projectors

Electronic marking surfaces

Other electronic devices

Sinks

Floor drains

Other mechanical Devices

Other: .....

Quantitatively describe the equipment which requires power, data, water, waste, or other similar connections.

.....

Of the equipment checked, which will be kept in your room? Which will be kept elsewhere?

.....

Finishes - Describe any special finishes required in the space.

.....

Describe the security requirements of this space.

---

Special Features - Describe any special features or characteristics not described above that would be useful to the occupants of the space.

---

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Google Forms

## Steering Committee - La Center Middle School

### Participant

### Position

#### SCHOOL DISTRICT REPRESENTATIVES

Dave Holmes	Superintendent, La Center School District
Bill Hrdina	Capital Projects, La Center School District
Lauri Landerholm	Principal, La Center Middle School
Diana Galster	Secretary, La Center Middle School
Laurie Kansanback	Business Manager, La Center School District
Joe Manning	Language Arts Teacher, La Center Middle School
Kristy Schneider	Science Teacher, La Center Middle School
Eric Lindberg	School Board, La Center School District
Keith Bloom	Construction Manager, CSG ESD 112
Laura Pedersen	Construction Manager, CSG ESD 112

#### NAC | ARCHITECTURE

Steve Shiver, FAIA	Principal-in-Charge
Ben Hill, AIA	Project Manager
Liz Katz, AIA	Project-Architect

## La Center School Board

Cris Yaw	Represents Position #1
Todd Jones	Represents Position #2
Win Muffett	Represents Position #3
Wendy Chord	Represents Position #4
Eric Lindberg	Represents Position #5

