

supporting the innovation agenda

EDUCATIONAL SPECIFICATION

Martin Luther King, Jr. School
Construction Project

JULY 31, 2012

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ACKNOWLEDGEMENTS

MARTIN LUTHER KING, JR. SCHOOL CONSTRUCTION PROJECT



On behalf of the Perkins Eastman Team we would like to acknowledge and thank the leadership team identified on the cover of this Volume as well as those listed below, who participated and made the timely completion of the Feasibility Study for the Martin Luther King, Jr. School Construction Project possible. Many others, too numerous to name them all, also contributed to this document that will provide the appropriate framework for completing the design, documentation and construction that will transform the Martin Luther King, Jr. School into a true 21st century learning environment.

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City of Cambridge Public School staff and administrators

Cambridge Human Services Department:

City of Cambridge Human Services Department staff and administrators

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Davis Langdon – Cost Estimating

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Fuss & O'Neil EnviroScience, LLC – Hazardous Materials

In Posse – Net Zero

Linnean Solutions – Embodied Energy

Nitsch Engineering – Civil Engineering, Land Survey, and Traffic

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Stephen Turner Inc. – Commissioning

Volume 2 – Educational Specifications

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1.0 INTRODUCTION



A BUILDING DESIGNED TO SUPPORT THE INNOVATION AGENDA

Superintendent Young, the Cambridge Public School District and the community have established a vision for transforming Cambridge's public schools. The goals of this transformation are:

- To provide all Cambridge Public School students with a superior academic and social experience in their elementary and middle grade years that raises student achievement, eliminates achievement gaps, and develops 21st century skills
- To build a grade 6-12 pathway that ensures all Cambridge Public School students are well prepared for academic and social success in high school and post-secondary education
- To provide all students in special populations, such as students with special needs and English language learners, with the same quality school experience provided to other students
- To expand professional development and collaboration opportunities for the Cambridge Public School educators, improving experience and quality

- To ensure that Cambridge Public School facilities fully support the expectations and demands of the academic programs
- To ensure that Cambridge Public Schools make the best and most efficient use of resources in providing superior service to students

From the creation of a distinct Upper School and the provision of space for the Lower School's Chinese immersion and enrichment programs, to the ability to provide rich afterschool programming and foster professional and learning communities, the design for the renewal of the Martin Luther King, Jr.. School campus will directly support the Innovation Agenda.

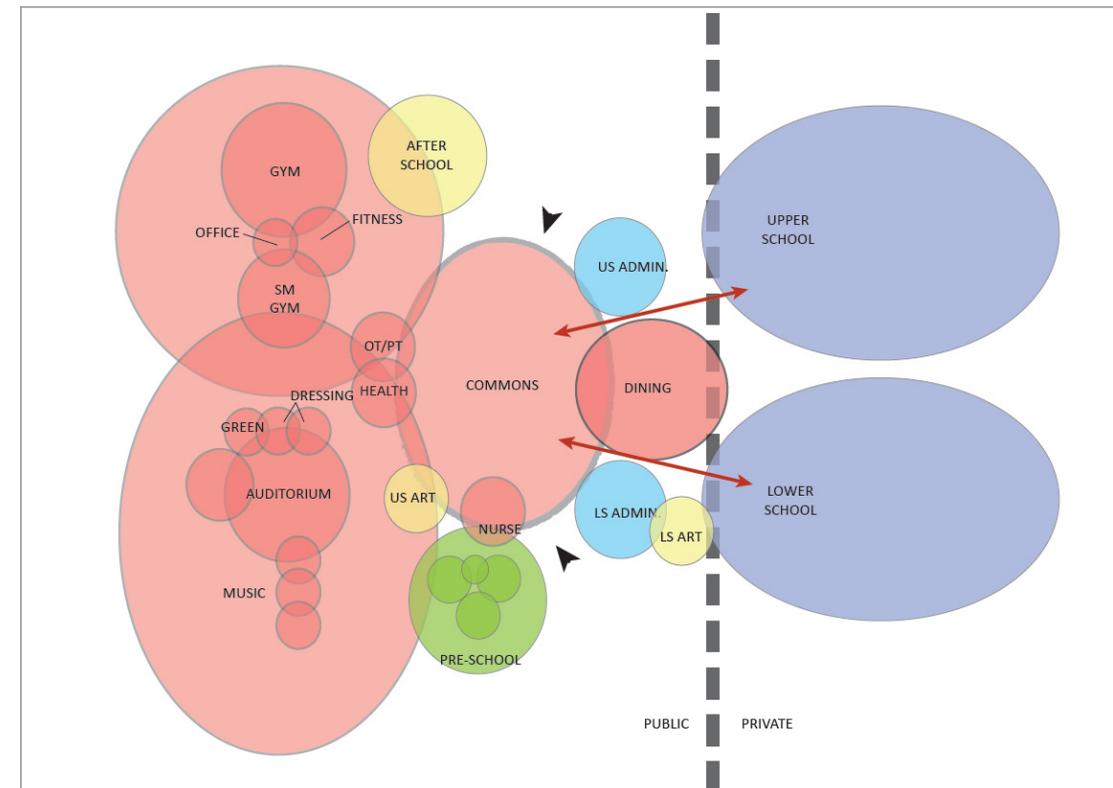
This document summarizes the resources that will be made available in the building to accommodate this vision. The information it contains is derived from numerous focus groups and surveys with administrators, teachers and parents as well as information from professional practice. It has also been reviewed by CPS to ensure that it accurately summarized and states the needs of these stakeholders.

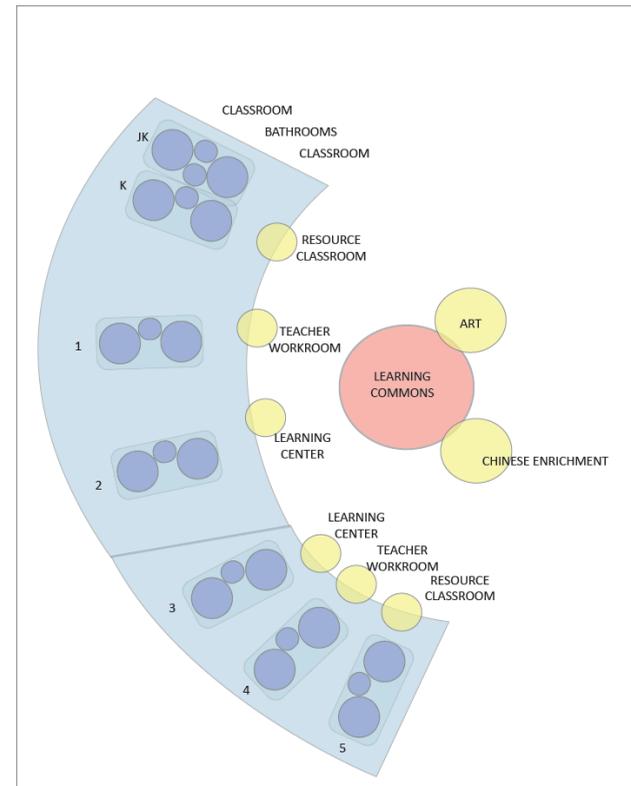
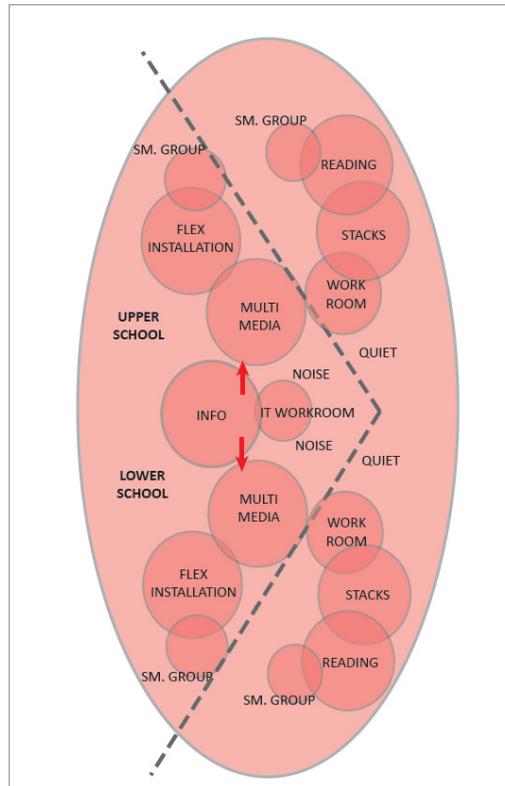
This document provides the basis for the design team to create the 21st Century learning environments that will help prepare all Cambridge's students for life in a rapidly evolving world and achieve its goals for academic excellence and social justice.



DESIGN PRINCIPLES

- 1. The Upper, Lower and Preschools each have a distinct entrance and identity.**
By having distinct entrances, each school will establish its own identity and reduce the perceived scale of the campus for the children and families. This distinction will also help the children and their families recognize their achievement as they advance through the schools.
- 2. The campus is zoned into community/school and school-dedicated areas organized around a campus commons.** The campus is already actively used after school hours and this robust and varied programming will continue on the renewed campus. To foster after school and community use and to ease maintenance and enhance security, the renewed campus will zone program spaces into community/school use and school-dedicated areas. Between the two zones, unobtrusive but secure barriers will be located to prevent people from entering the other zone without permission.
- 3. Each school administration controls the front door(s) and the campus commons.** One of the problems with the existing building is that the main office is remote from the front door. This reduces the “eyes on the street” that support a subtle, proactive form of security, it causes confusion for visitors to the building and it provides visitors with access to the entire building as soon as they enter. The new building will locate the administration for each school at the threshold of the entrance, ensuring that staff can see the public space in front of the building and greet visitors upon arrival.
- 4. The Preschool has its own entry but is also integrated into the campus-community commons.** Like the Lower and Upper Schools, the Preschool will have its own front door establishing its own identity, facilitating arrivals and pick up, and making the campus more secure. The Preschool will also be located to enable easy access to the resources shared at times with the larger campus like the gym, without disruption or the need to access to the rest of the facility. This will reduce the movement needed for PreSchoolers across the campus and simplify security.





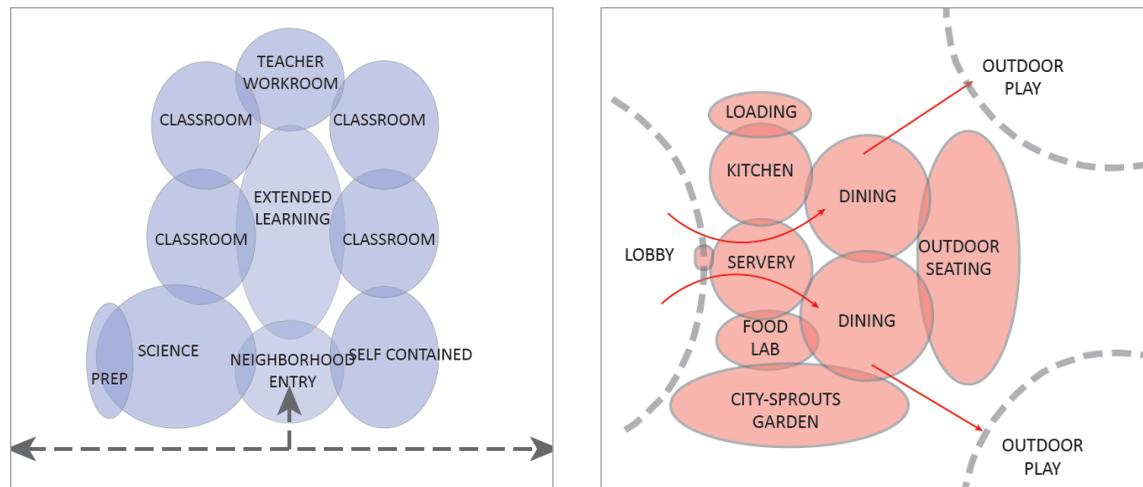
5. **The learning commons is the heart of each school.** As technology increasingly permeates daily life and education, new media and ways of collaborating are emerging. What once was a library, then became a media center. The library/media center has now become a place for creativity and collaboration a place where, as Ontario School Library Association says, “learners read, research, experiment, discover, perform and create... collaborate with others to test, confirm and enrich their learning.” These ideas help make this place central to the academic life of each of the schools and the building should fully engage the Learning Commons.
6. **The Lower School is organized into two teams: JK-1; 2-5.** Each school continues to reduce in scale as you progress from the school, to the team to the class and the individual. The team enables teachers to collaborate and should be supported through adjacency and by encouraging interaction. Teacher workrooms within the team provide a place for colleagues to meet and interact serendipitously and purposefully. The teams will be further enhanced by the design of academic neighborhoods that will further break down the scale of the school and foster positive interaction and collaboration.

7. **The Upper School is organized into three grade-level teams.** Likewise, the Upper school will be structured around three grade level teams that will enable the teachers to get to know each student better and to share insights and understanding with other teachers. The grade level teams will be organized into small, scale, interdisciplinary “neighborhoods” that will foster communication and learning among students and teachers.
8. **Each school is organized to build a professional community.** In building a learning community on campus, the building will also foster communication and collaboration among the faculty and staff by providing convenient places to gather formally and informally. Key among these opportunities will be the centrally located teacher workrooms within each neighborhood.
9. **The garden, dining, servery, kitchen and food lab combine to foster a comprehensive experience and education about healthy eating and an active lifestyle.** With considerable concern about growing issues of childhood obesity, the school has an opportunity to engage several resources including the City Sprouts garden, a new kitchen and servery, and the food lab into a comprehensive vision of wellness.

10. **The experience of dining is smaller scaled, less institutional and more family-style.** In conversations with all of the teachers, a common theme was to make the dining experience more small-scaled, less institutional and more appropriate and inviting for the children. For the younger grades that could mean sitting family style with adults and for the older children it could mean having the opportunity to choose from a variety of seating types.
11. **Natural Light should be pervasive throughout the campus.** Daylight and views will enhance the experience of the building as well as its energy performance. Studies also indicate that students in daylight learning environments outperform those in environments without natural light. Natural light should be present in nearly every space within the building including stairs and especially circulation.
12. **Education should flow seamlessly from indoors to outdoors.** With a small, urban site, every square foot should be made useful as a setting for education. Strong connections between indoor and outdoor learning environments should ensure their active use and enhance the children’s education. CitySprouts’ garden is one example, but spaces for gross motor skill development and outdoor dining could be part of a system of outdoor places.

13. **The school fosters “subtle security.”** The school is being designed to foster learning communities. One of the attributes of the learning community is student engagement with adults both in and out of the classroom to encourage social and emotional growth and reduce bullying. The placement of certain programs near entrances and throughout the building and appropriate transparency (glazing) will enable staff, students and visitors to see and be seen. This encourages people to model appropriate behavior and engage if they see something inappropriate. This proactive, community based approach doesn’t replace more reactive technologies like video, but it should create a more positive place to learn.

14. **Offices should be dispersed throughout the building and have “open doors.”** One of the approaches to fostering subtle security is to locate certain offices throughout the building. This brings adults other than teachers closer to the students and encourages them to interact and engage. It also encourages adults to be moving through the building further enhancing subtle security.



2.0 SPACE SUMMARY

This section provides a listing of the individual spaces currently projected for the revitalized campus. It is organized into the following major sections:

- Lower School – Space used by the Martin Luther King, Jr. School
- Upper School – Space used by the Putnam Avenue School
- Human Services – Space used by the City’s programming
- Shared Resources – Space Shared as appropriate by the three entities above

Within each section, several sub sections identify each individual program space projected for the building, the total number of those spaces, the staff and number of students anticipated to use the space, a square footage per student as appropriate and the net square footage projected by room and in total.

These spaces and projections have been defined through two rounds of focus group meetings and surveys engaging a broad set of stakeholders and they have been refined through comparison with comparable facilities.

Serving up to 400 JK-5th grade students in the lower school, 300 6th through 8th grade students in the upper school, 40 students in the PreSchool as well as robust afterschool programming, the current projection calls for 111,755 net square feet and 156,457 gross square feet plus approximately 19,600 square feet of structured parking.

The subsequent sections in this report describe each space in greater detail.

Area Summary

		NET AREA TOTAL	GROSSING FACTOR	GROSS AREA TOTAL
A. Area Summary				
3.	Program area (without Structured Parking)	111,755 nsf	1.40	156,457 gsf
	Structured Parking Estimated SF		Structured Parking Estimate	19,600 gsf
	Total Projected GSF			176,057 gsf

FACILITY SPACE PROGRAM

SPACE DESCRIPTION		PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE							Priority	NOTES
		SPACES		STUDENTS		NET SQUARE FEET				
		total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total		
1	LOWER SCHOOL									
A	Lower School (LS) Classroom Space									
1.	JK/K	5	2	20	100	50	1,000	5,000		Toilet + sink & bubbler in classroom
2.	Grade 1	3	2	25	75	45	1,125	3,375		Toilet + sink & bubbler in classroom - connecting Girls & Boys toilet rooms between shared classrooms
3.	Grade 2 to 5	9	2	25	225	40	1,000	9,000		Sink & bubbler
4.	Extended Learning Space	17	0	0	0	0	100	1,700		
5.	Learning Center	2	1	5		40	200	400		
6.	Resource Classroom	3	3	8		40	320	960		
	Lower School Classroom Spaces:	39			400			20,435		
B	Arts, Language and Instructional Support									
1.	Chinese Enrichment (Ni Hao)	2	1	24	48	40	960	1,920		
2.	Visual Art	1	1	24	24	50	1,200	1,200		
4.	Laptop Cart Storage	3					50	150		
5.	De-escalation Room	3		1	1	75	75	225		
6.	Teacher Workroom	2					250	500		
7.	Bookroom	1					250	250		
8.	Conference Room	1	10				250	250		
9.	Coaching Office	1	4			60	220	220		Math, Literacy & District Coaches
9a.	Conference Room	1	4			30	120	120		Attached small conference room for 3-5 people to meet - necessary?
10.	Family Liaison	1	1			100	100	100		
	Lower School Instructional Support Spaces:	15						4,935		

2.2

SPACE SUMMARY

2.2
SPACE SUMMARY
TABULATION

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE DESCRIPTION		PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE							Priority	NOTES
		SPACES		STUDENTS		NET SQUARE FEET				
		total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total		
C	Lower School Administration									
1.	Main Office									
1a	Clerk	1	1			80	80	80		
1b	Mailboxes	1					50	50		
1c	Supply Storage	0					0	0		
1d	Reception	1					100	100		
1e	Workroom & Copier	1	1				200	200		
1f	Master Clock/PA Room	1					100	100		
2.	IEP/Conference Room	1	20				400	400		
3.	Bathroom	1					65	65		
4.	Itinerant Staff	1	1				120	120		Use by Social Worker. Others
5.	Principal's Office	1	1				200	200		
6.	Administrative Assistant	1	1				120	120		
7.	Child Waiting Room	1	0				100	100		
	Lower School Administrative Spaces:	11						1,535		
D	Distributed Administration - Counseling									
1.	Counseling	1	1			140	150	150		Adjustment Counselor/Social Worker
2.	Interns	1	4		-	120	150	150		
	Lower School Distributed Administration Spaces:	2						300		

SPACE DESCRIPTION		PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE							Priority	NOTES
		SPACES		STUDENTS		NET SQUARE FEET				
		total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total		
2	UPPER SCHOOL									
A	Upper School (US) Classroom Space									
1.	Self Contained Classrooms	3	3	12	36	80	960	2,880		
2.	6th Grade Math	1	1	25	25	40	1,000	1,000		
3.	6th Grade Science	1	1	25	25	60	1,500	1,500		
3a.	Science Prep Room	1	1	25		10	250	250		Prep room may be shared between two labs
4.	6th Grade ELA, Social, World Lang.	2	2	25	50	40	1,000	2,000		
5.	7th Grade Math	1	1	25	25	40	1,000	1,000		
6.	7th Grade Science	1	1	25	25	60	1,500	1,500		
6a.	Science Prep Room	1	1	25		10	250	250		
7.	7th Grade ELA, Social	2	2	25	50	40	1,000	2,000		
8.	7th Grade World Lang.	1	2	25	25	40	1,000	1,000		
9.	8th Grade Math	1	1	25	25	40	1,000	1,000		
10.	8th Grade Science	1	1	25	25	60	1,500	1,500		
10a.	Science Prep Room	1	1	25		10	250	250		
11.	8th Grade ELA, Social	2	2	25	50	40	1,000	2,000		
12.	8th Grade World Lang.	1	2	25	25	40	1,000	1,000		
13.	Extended Learning Space	17	0	0	0	0	100	1,700		
14.	Lockers	1		300			300	300		In corridors; provided for all US students
	Upper School Classroom Spaces:	19			386			21,130		

2.2

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CONSTRUCTION PROJECT

SPACE DESCRIPTION		PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE							Priority	NOTES
		SPACES		STUDENTS		NET SQUARE FEET				
		total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total		
B	Arts, Language and Instructional Support									
1.	Visual Art	1	1	24	24	50	1,200	1,200		
1a	Kiln Room	1					75	75		
2.	De-Escalation Room	3					75	225		
3.	Laptop Cart Storage	3					100	300		
4.	Teacher Workroom	3					250	750		
5.	Bookroom	1					250	250		
6.	Conference Room	1	10				250	250		
7.	Coaching Office	1	4			60	220	220		Math, Literacy & District Coaches
7a	Conference Room	1	4			30	120	120		Attached small conference room for 3-5 people to meet
8.	Family Liaison	1					100	100		
Upper School Instructional Support Spaces:		16						3,490		
C	Upper School Administration									
1.	Main Office									
1a	Clerk	1	1			80	80	80		
1b	Mailboxes	1					50	50		
1c	Supply Storage	0					0	0		
1d	Reception	1					100	100		
1e	Workroom & Copier	1	1				200	200		
1f	Master Clock/PA Room	1					100	100		
2.	IEP/Conference Room	1	20				400	400		
3.	Bathroom	1					65	65		
6.	Itinerant Staff	1	1				120	120		Use by Social Worker, others.
7.	Principal's Office	1	1				200	200		
8.	Assistant Principal	1	1				120	120		
9.	Child Waiting Room	1	1				100	100		
Upper School Administrative Spaces:		11						1,535		

SPACE DESCRIPTION		PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE							Priority	NOTES
		SPACES		STUDENTS		NET SQUARE FEET				
		total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total		
D	Distributed Central Administration - Counseling									
1.	Counselor's Office	2	1				150	300		Adjustment Counselor
2.	Interns	1	4				140	140		
	Upper School Distributed Administration Spaces:	3						440		
3	HUMAN SERVICES									
A	PreSchool									
1.	Classrooms	2		20	40	50	1,000	2,000		
2.	Bathrooms	2					65	130		
3.	Office	1					140	140		
4.	Pantry	1					140	140		
5.	Reception	1					250	250		
6.	Staff Bathroom	1					65	65		
7.	Stroller Storage	1					50	50		
8.	General Storage	1					150	150		Large enough to include cots
10.	Laundry	1					50	50		Washing machine/dryer
	Human Services Preschool Spaces:	12			40			3,025		

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SPACE SUMMARY

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SPACE DESCRIPTION		PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE							Priority	NOTES
		SPACES		STUDENTS		NET SQUARE FEET				
		total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total		
B	Human Services Program Dedicated Instructional Space									
1.	After School Classroom	2	2	24	48	40	960	1,920		
2.	Community School	2	2	24	48	40	960	1,920		Shared during day with schools?
3.	Storage	4					50	200		
4.	Laptop Cart Storage	1					50	50		
	Human Services Instructional Support Spaces:	9						4,090		
C	Human Services Administration (After School Programs)									
1.	Main Office									
1a	Office	2	3				140	280		
1b	Conf Room/Workroom	1					250	250		
	Human Services Administrative Spaces:	3						530		

SPACE DESCRIPTION		PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE							Priority	NOTES
		SPACES		STUDENTS		NET SQUARE FEET				
		total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total		
4	SHARED RESOURCES									
A	Learning Commons									
1.	Flexible Instructional Space	2	1	24	40	960	1,920			
2.	Small Group Room	3		4	40	160	480			
3.	Multimedia Studio	1	1	24	40	960	960			
4.	Book Stacks	2				600	1,200			
5.	Reading	2				500	1,000			
6.	Information	1				150	150			
7.	Workroom / Storage	1				400	400			
8.	Office	2				120	240			
9.	IT Workroom/Office	1				250	250			
10.	Telecomm Room	3				150	450			
	Total learning commons spaces:	18					7,050			
B	Gym/Health Center									
1.	Multi-Purpose Gymnasium	1				8,000	8,000		200 seat bleacher	
2.	Small Gym	1				4,000	4,000			
3.	Storage	1				500	500			
4.	P.E. Office	1				120	120			
5.	Locker Rooms	2				600	1,200			
6.	Fitness Center	1				1,600	1,600			
7.	Health Classroom	0	1	25	40	1,000	0			
8.	Staff Changing Room/Shower	1				120	120		Locate off of or adjacent to Fitness Center	
	Total Gym/Health Center Spaces:	8					15,540			

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SPACE SUMMARY

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SPACE DESCRIPTION		PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE							Priority	NOTES
		SPACES		STUDENTS		NET SQUARE FEET				
		total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total		
C	Dining									
1.	Dining	2					1,500	3,000		100 x 15 sf/student - allows one LS and one US seating: 3 seatings
2.	Kitchen	1					1,700	1,700		Placeholder
2a.	Food Prep									
2b.	Dry Storage									
2c.	Ware Washing									
2d.	Refrigerator									
2e.	Freezer									Walk-in
2f.	Recycling									
2g.	Office									
2h.	Breakroom									
2i.	Bathroom									
2j.	Changing/Locker Room									
3.	Servery	1					1,400	1,400		Placeholder
4.	Food Lab	1	1	24		40	960	960		Use Dining as extension of the lab?
Total Dining Spaces:		5						7,060		
D	Auditorium									
1.	Lobby	1					500	500		
2.	Auditorium	1	100		300	10	4,000	4,000		Sq ft based on 10 net sf per seat
2a.	Projection/Control Room	1					150	150		
3.	Stage	1					1,000	1,000		
4.	Scene & Prop Storage/Shop	1					500	500		
5.	Dressing Rooms	2					250	500		
Total Auditorium Spaces:		7						6,650		

SPACE DESCRIPTION		PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE							Priority	NOTES
		SPACES		STUDENTS		NET SQUARE FEET				
		total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total		
E	Performing Arts & Vo-Tech Instructional Space									
1.	LS General Music room	1	1	24		40	960	960		
2.	US Chorus & General Music	1	1	24		50	1,200	1,200		
3.	US Band & Orchestra	1	1	24		50	1,200	1,200		
3a.	Instrument Storage	1					200	200	Shared with MP and Band/orchestra room	
4.	MP Performance Room	1	1	24		40	960	960	Theater and orchestra/band	
5.	Vo-Tech Lab	1	1	24		50	1,200	1,200		
	Total Performing Arts Instructional Spaces:	6						5,720		
F	Nurse's Suite									
1.	Office	1	1				120	120		
2.	Reception/Waiting	1	1	4			140	140	With counter for additional staff	
3.	Rest Areas	3		1			80	240		
4.	Bathroom	1					75	75		
5.	Storage	1					30	30		
	Total Nursing Suite spaces:	7						605		
G	Student Support Services									
1.	Psychologist's Office	1					140	140	Admin mtg stated need for 1 per each school (two positions @ .6 FTE)	
2.	Speech Therapist's Office	1					140	140		
3.	OT/PT									
4.	Office	1	2				120	120		
5.	Storage	1					100	100		
6.	LS OT/PT Room	1	1	6		120	720	720		
7.	US OT/PT Room	1	1	6		100	600	600		
	Total Student Support Service Spaces:	6						1,820		

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SPACE SUMMARY

2.2 SPACE SUMMARY TABULATION

SPACE DESCRIPTION		PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE							Priority	NOTES
		SPACES		STUDENTS		NET SQUARE FEET				
		total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total		
H	Other									
1.	Entry Lobby	2					1,200	2,400		
2.	Security/Reception	2					80	160	Include locking storage	
3.	Staff Lounge /Lunchroom?	2					250	500		
4.	Staff Bathrooms	5					65	325		
Total Other Spaces:		11						3,385		
I	Building & Grounds									
1.	Office, Lunchroom	1					160	160		
2.	Toilet / Shower / Locker	1					120	120		
3.	General Storage	1					1,200	1,200		
4.	Supply Storage / Receiving	1					200	200		
5.	Loading Dock	1					200	200	Shared with Kitchen but separate entrances	
6.	Outdoor Storage	1					200	200		
7.	Janitor's Closets	5					50	250		
8.	Distributed Storage	5					50	250		
Total Buildings & Grounds Spaces:		16						2,580		

SPACE DESCRIPTION	PROPOSED NUMBER OF SPACES, CAPACITY AND SIZE								Priority	NOTES
	SPACES		STUDENTS		NET SQUARE FEET					
	total spaces	total staff	each room	total students	sq. ft per student (staff)	sq. ft per room	square feet sub-total			
OUTDOOR SPACES										
Entry Plaza										
Grassy Play Space										With Running Loop around; Convenient to both LS and US and gymnasiums
Hardscape Playspace										Convenient to both LS and US or Provide separate areas for each; For games like hopscotch, foursquare
Basketball Court										
Community Playground/Play Structures										LS
Preschool Playspace*										Dedicated Playspace - serves both Preschool classrooms; required to have both shaded and sunny areas
Outdoor Eating Area										Adjacent to Cafeteria
Outdoor Classroom										
Garden										Adjacent to Cafeteria; Proximate to LS; Visible from Library
VEHICULAR REQUIREMENTS										
Dropoff / Pickup Zone(s)										
Outdoor Secure Bike Storage										
Loading Dock										
Kitchen Deliveries										
Waste and Recycling										
Receiving										
Service / Mechanical Access										
Service / Mechanical Access										
PARKING										
				# of spaces						
Structured Parking (Approximate)				60						
Surface Parking (Approximate)				20						
Other Parking				0						
TOTAL				80						

3.0 LOWER SCHOOL

INTRODUCTION

Consistent with the Innovation Agenda, the Martin Luther King, Jr. School is evolving from the existing JK-8 School currently located on campus into a JK-5 lower school. With a potential enrollment of 400, the lower school will be co-located with the new Putnam Avenue Upper School and the City's PreSchool, to create a campus of three schools with up to 740 students total.

The lower school program is distinguished by several unique attributes within the District. The first is that the King School is one of ten schools designated by the Department of Education as an Expanded Learning Time school featuring an extended, eight-hour day. Two additional hours of expanded learning time – resulting in an academic day among the longest in the nation - enables the school to provide a rich array of academic and enrichment programming for its students. This programming includes one-half hour of Mandarin Chinese for all students every day as well as for Ni Hao, a Chinese immersion program. Additionally, students in junior kindergarten through fifth grades have electives twice a week for an hour.

The architecture of the King building should accordingly provide the resources for this rich curriculum by providing spaces that foster project based learning, the use of constructivist approaches and “teachable moments.” Through the design principles the building is also organized to foster a collaborative work environment for faculty and staff, to allow for sharing of campus wide resources with the Upper School.

SPACE NAME: MAIN OFFICE

Goals/Design Intent/Use of Space:

- This area serves to welcome visitors to the school and is a hub of activity for the administration

Quantity: One

Size: See summary table

Critical Adjacencies:

- Entry/Drop-Off/Pick-Up
- Psychologist Office
- Nurse Suite – Proximate, but not necessarily in view; connecting door?

Occupants:

Staff: 4 (Clerk, Principal, Admin. Asst., Itinerant Staff); Four visitors typically
Students:

Equipment:

By Owner:

In Contract:

- Reception counter/workstation large enough to seat two with workspace and storage

Furniture:

- Reception desk chairs (2)
- Four waiting chairs and side table

Needs/Features:

- Reception Desk
- Waiting Area
- Mailboxes (one per Lower school staff)
- Supply Storage
- Display area for announcements

Special Considerations, Systems & Finishes:

- Strong visual connections to the entrance and the front of the school

Preliminary Educational Technology Requirements (detailed standards to follow):

- Master Clock (should it be here?)
- Phone & Fax lines
- Flat Screen TV
- Network Access
- PA system (here? For one school?)

SPACE NAME: WORKROOM**Goals/Design Intent/Use of Space:****Quantity:** One**Size:** See summary table**Critical Adjacencies:**

- Main Office

Occupants:

Staff: 1 to 2 typically
Students:

Equipment:

- By Owner:
 - Copier
 - Laminator
 - Phone
 - Computer

In Contract:

Furniture:

- Large table for layouts (report cards, etc) with 8 to 10 chairs

Needs/Features:

- Work counter
- Storage for paper, supplies
- Tack board

Special Considerations, Systems & Finishes:

- Window(s)
- Provide secure walk-in closet for Records Storage (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone line
- Network Access
- PA with Call back system

SPACE NAME: IEP/CONFERENCE ROOM

Goals/Design Intent/Use of Space:

Quantity: One

Size: See summary table

Critical Adjacencies:

- Main Office

Occupants:

Staff: 20 staff and parents

Students:

Equipment:

By Owner:

In Contract:

- 4' x 8' Whiteboard (min.)

Furniture:

- Large conference table and 20 chairs
- Credenza (?)

Needs/Features:

Special Considerations, Systems & Finishes:

- Room darkening (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless

SPACE NAME: BATHROOM

Goals/Design Intent/Use of Space: Unisex toilet room for Main Office staff use (Parents, too?)

Quantity: One

Size: See summary table

Critical Adjacencies:

- Main Office

Occupants:

Staff: 1
Students:

Equipment:

By Owner:

In Contract:

Furniture:**Needs/Features:**

Use district standards for:

- Toilet
- Sink
- Hand dryer/paper towel dispenser
- Toilet paper dispenser
- Soap dispenser
- Sanitary dispensers
- Seat cover dispensers
- Mirror
- Grab bars
- Waste receptacles
- Baby changing station (?)

Special Considerations, Systems & Finishes:

- Tile floors and walls
- Ceiling material that is cleanable using KaiVac (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: ITINERANT STAFF OFFICE

Goals/Design Intent/Use of Space:

- For use by part-time and visiting district personnel

Quantity: One

Size: See summary table

Critical Adjacencies:

- Main Office

Occupants:

Staff: 1

Students:

Equipment:

By Owner:

In Contract:

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

SPACE NAME: PRINCIPAL'S OFFICE**Goals/Design Intent/Use of Space:****Quantity:** One**Size:** See summary table**Critical Adjacencies:**

- Main Office
- Administrative assistant

Occupants:

Staff: 1
Students:

Equipment:

By Owner:

In Contract:

- 4' x 4' white board (min)

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- Two Office Visitor Chairs
- Wastebasket
- Recycling Bin
- Small meeting table and chairs (3-5 ppl)

Needs/Features:**Special Considerations, Systems & Finishes:**

Visual connection to Main Office and Lobby

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access

SPACE NAME: ADMINISTRATIVE ASSISTANT

Goals/Design Intent/Use of Space:

Quantity: One

Size: See Summary table

Critical Adjacencies:

- Main Office
- Principal's Office

Occupants:

Staff: 1
Students:

Equipment:

By Owner:

In Contract:

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

SPACE NAME: RECORDS STORAGE**Goals/Design Intent/Use of Space:****Quantity:** One**Size:** See summary table**Critical Adjacencies:**

- Main Office
- Could it be located off of Workroom?

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

Furniture:

- Files (locked)

Needs/Features:**Special Considerations, Systems & Finishes:**

- Secure Room

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: CHILDREN'S WAITING ROOM

Goals/Design Intent/Use of Space:

- A place for children to cool down and refocus when necessary

Quantity: One

Size: See summary table

Critical Adjacencies:

- Main Office

Occupants:

Staff:

Students: 1 typically

Equipment:

By Owner:

In Contract:

Furniture:

- Child-size table with two to four chairs
- Shelving for a variety of books and games

Needs/Features:

- Visibility to Main Office

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

3.2

LOWER
SCHOOL

3.2 ADMINISTRATION AND STAFF SPACE

3.2.10 PA AND CLOCK ROOM

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: PA AND CLOCK ROOM

Goals/Design Intent/Use of Space:

- House racks for the master clock and the PA system

Quantity: One

Size: See summary table

Critical Adjacencies:

- Main Office
- Workroom

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

Furniture:

Needs/Features:

Special Considerations, Systems & Finishes:

- Secure Room

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone Line
- Network, Clock and PA system Access

SPACE NAME: ADJUSTMENT COUNSELOR OFFICE

Goals/Design Intent/Use of Space:

Quantity: One

Size: See summary table

Critical Adjacencies:

- Interns Office
- Psychologist's Office
- Proximate to Lower School classrooms

Occupants:

Staff: 1
Students:

Equipment:

By Owner:

In Contract:

- 4' x 4' Whiteboard (min)

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin
- Small meeting table and chairs (3-5 ppl)

Needs/Features:

Special Considerations, Systems & Finishes:

- Two way mirror for interns to observe (from intern office) or video camera
- Lockable Storage for counselor: tests, books

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line with PA and callback function
- Network Access

SPACE NAME: INTERNS OFFICE**Goals/Design Intent/Use of Space:**

- To be shared by up to four interns between Psychologist & Adjustment Counselor

Quantity: One**Size:** See summary table**Critical Adjacencies:**

- Adjustment Counselor's Office
- Psychologist's Office
- Proximate to Lower School classrooms

Occupants:

Staff: 4 (Interns)
Students:

Equipment:

By Owner:

In Contract:

- 4' x 4' Whiteboard (min)

Furniture:

- Four Bookshelves – 12 Linear Feet
- Four Filing Cabinets – 4 drawer lateral
- Four Office Chairs
- Four Office Desks with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin

Needs/Features:**Special Considerations, Systems & Finishes:**

- Two way mirror for interns to observe (intern office) or video camera

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: J-K/KINDERGARTEN

Goals/Design Intent/Use of Space:

- Home base for a class of up to 20 students
- Provide a diversity of activity centers for children to engage

Quantity: Four J-K and Kindergarten Classrooms (Ni Hao & Immersion)

Size: See summary table

Critical Adjacencies:

- Organized with the JK-1 Team
- Paired Grade-Level Classroom Adjacent w/Connecting Door
- Bathroom within J-K, K
- Access to Outdoors/CitySprouts garden

Occupants: (Per Classroom)

Staff: 2 Staff; occasional volunteers per classroom
Students: 20 Students max.

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- Pencil Sharpener Block
- Flag standard

Furniture:

- Teacher desk with pedestal filing
- Teacher chair
- Filing cabinet – 4 drawer vertical
- Art easel

- Bookshelves – adjustable height 24 LF
- Two Stackable Chairs for Teachers
- Six Shared Student tables (rectangular and /or kidney shaped?)
- Group circle rug
- Early childhood stackable chairs (14" high)
- Early childhood dramatic play equipment (various)
- Mobile tote-tray storage
- Sand & water table
- Small washable loveseat?
- Waste basket
- Recycling basket
- Built-in, locking wardrobe for Teacher storage
- Secure technology storage/recharging

Needs/Features:

- Transitional cubby alcove at entry – “Mud Room” concept for student belongings
- Flexible use; 7 to 8 activity centers including Science Area in each classroom w/ combination display/storage
- Sink with bubbler and counter

Special Considerations, Systems & Finishes:

- Lower School has a high use of the CitySprouts garden

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: 1ST GRADE**Goals/Design Intent/Use of Space:**

- Provide a home base for up to 25 students
- Support multiple modes of learning

Quantity: Two Classrooms per Grade

Size: See summary table

Critical Adjacencies:

- Organized with the JK-1 Team
- Paired Grade-Level Classroom Adjacent w/Connecting Door
- Connecting Bathrooms shared between paired rooms – Separate Girls and Boys
- Access to Outdoors/CitySprouts garden
- Classrooms Zoned for different types of learning and activities

Occupants: (Per Classroom)

Staff: 2 Staff; occasional volunteers per classroom
Students: 25 Students max.

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location.
If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- Pencil Sharper Block
- Flag standard

Furniture:

- Art Easel
- Bookshelves – adjustable height 24 LF
- Six Shared Student Tables
- Bound group circle rug
- Stackable chairs (25)
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Cubbies (25 - loose or built-in)
- Soap Dispenser
- Towel Dispenser
- Wastebasket
- Recycling Bin
- Built-in locking wardrobe for Teacher storage
- Secure technology storage/recharging

Needs/Features:

- Transitional cubby alcove at entry – “Mud Room” concept for student belongings
- Flexible use; 7 to 8 activity centers including Science Area in each classroom w/ combination display/storage
- Sink with bubbler and counter

Special Considerations, Systems & Finishes:

- Lower School has a high use of the CitySprouts garden

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: 2ND, 3RD, 4TH & 5TH GRADES

Goals/Design Intent/Use of Space:

- Provide a home base for up to 25 students
- Support multiple modes of learning

Quantity: Two Classrooms per Grade

Size: See summary table

Critical Adjacencies:

- Organized by the Two Teams: JK-1 and 2-5
- Paired Grade-Level Classroom Adjacent w/Connecting Door
- Bathrooms (Common)
- Access to Outdoors/CitySprouts garden

Occupants: (Per Classroom)

Staff: 2 Staff; occasional volunteers per classroom
Students: 25 Students max.

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- Pencil Sharpener Block
- Flag standard

Furniture:

- Art Easel
- Bookshelves – adjustable height 24 LF
- Classroom Student Table (kidney shaped?)
- Bound group circle rug

- Stackable chairs (25)
- Desks (25)
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Cubbies (25 - loose or built-in)
- Soap Dispenser
- Towel Dispenser
- Wastebasket
- Recycling Bin

Needs/Features:

- Transitional cubby alcove at entry – “Mud Room” concept for student belongings
- Flexible use; 7 to 8 activity centers
- Sink, bubbler and counter
- Science Area in each classroom w/ combination display/storage (3rd grade Science program uses grow lights)
- Storage for supplies, Teacher’s belongings, Technology (secure)
- Built-in shelving below windows

Special Considerations, Systems & Finishes:

- Lower School has a high use of the CitySprouts garden

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: RESOURCE ROOM - MATH**Goals/Design Intent/Use of Space:****Quantity:** One**Size:** See summary table**Critical Adjacencies:**

- Coaching Office
- Convenient to both Lower School Teams

Occupants: (Per Classroom)

Staff: 1 (Coach)

Students: 3-5

Equipment:

By Owner:

In Contract:

- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.

Furniture:

- Table and chairs for small groups to meet (3-5 at a time)
- Individual desks and chairs (2) for individual instruction
- Shelving for materials (books, manipulatives)

Needs/Features:**Special Considerations, Systems & Finishes:****Preliminary Educational Technology Requirements (detailed standards to follow):**

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: RESOURCE ROOM - LITERACY

Goals/Design Intent/Use of Space:

- Provide a to work with small groups of students to reinforce literacy skills
- Support multiple modes of learning

Quantity: One per Team

Size: See summary table

Critical Adjacencies:

- Coaching Office
- One convenient to each Lower School Team
- Adj. to small Reading Recovery Room for two groups of 3 students and 2 faculty

Occupants: (Per Classroom)

Staff: 2 (Coach)
Students:

Equipment:

By Owner:

In Contract:

- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- 4' x 4' Tackboard (min.)

Furniture:

- Table and chairs for small groups to meet (3-5 at a time)
- Individual desks and chairs (2) for individual instruction
- Shelving for materials (books)

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: SPECIAL EDUCATION LEARNING CENTER**Goals/Design Intent/Use of Space:**

- Provide a place to work with small groups of students for testing and instruction activities
- Support multiple modes of learning

Quantity: One per Team/Floor

Size: See summary table

Critical Adjacencies:

- Nurse Suite
- Access to Outdoors/CitySprouts garden
- Bathrooms (Common)
- Convenient to OT/PT Movement Room
- Locate away from De-escalation Room

Occupants: (Per Classroom)

Staff: 1

Students: 3-5

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.

Furniture:

- Table and chairs for small group work
- Two individual desks
- Teacher's desk/chair

Needs/Features:

- Sink, bubbler and counter
- Storage for supplies, Teacher's belongings, Technology (secure)

Special Considerations, Systems & Finishes:

- Design to reduce external stimulus (sound, light, distractions)
- Provide room darkening
- Task lighting
- FM system
- No occupancy sensors on lighting – Teachers need to be able to control lighting

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: EXTENDED LEARNING SPACES (BREAKOUT)

Goals/Design Intent/Use of Space:

- Flexible space to accommodate structured and unstructured activity, small group work and display

Quantity: One per classroom neighborhood

Size: See summary table

Critical Adjacencies:

- Classrooms

Occupants: (Per Classroom)

Staff: Varies
Students: Varies

Equipment:

By Owner:

In Contract:

- Writable/Tackable wall surface? (IdeaPaint or sim, Whiteboards, Tackboards)
- Sink in Cabinet?
- Operable glazed partition to enclose space?

Furniture:

- Tables and chairs
- Soft seating

Needs/Features:

- Visibility from classrooms for Teacher supervision

Special Considerations, Systems & Finishes:

- Access to natural daylight

Preliminary Educational Technology Requirements (detailed standards to follow):

- Wireless Access

SPACE NAME: K-5 ART**Goals/Design Intent/Use of Space:**

- Accommodate a variety of creative activities in the visual arts
- Provide access to after school programming

Quantity: One**Size:** See summary table**Critical Adjacencies:**

- Within “commons” portion of the building to foster after school use
- Convenient to Upper School Art Room
- Convenient to Lower School Classrooms

Occupants:

Staff: 2 w/occasional volunteers
Students: 25 max.

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- Pencil Sharpener Block
- Flag standard

Furniture:

- Tables and stools to seat 25
- Materials storage, artwork storage (flat files), drying racks
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Soap Dispenser
- Towel Dispenser
- Wastebasket
- Recycling Bin

Needs/Features:

- 2 deep stainless steel sinks on counters at student height with cleanout traps
- Floor drain(s)?

Special Considerations, Systems & Finishes:

- Zoning in classrooms for separate instruction, materials, & work areas
- Furniture should be sized to accommodate K-5 age and size range
- Teacher area w/desk and secure storage for personal belongings
- Access to Outdoors & Natural Daylight
- Display areas in Classrooms & throughout School for 2D & 3D Art
- Locked storage for Community Use

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: KILN ROOM

Goals/Design Intent/Use of Space:

- Firing student created pottery

Quantity: One

Size: See summary table

Critical Adjacencies:

- Art Rooms and Kiln Room (close to both US and LS art classrooms if possible – Clay used in both)

Occupants:

Staff: 1
Students: N/A

Equipment:

By Owner:

In Contract:

- Kiln (Shared with Upper School)

Furniture:

- Metal Drying Shelves

Needs/Features:

- 220 volt outlet (to be confirmed with kiln model)
- Dedicated ventilation system

Special Considerations, Systems & Finishes:

- Temperature Control

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: CHINESE ENRICHMENT ROOM FOR NI HAO**Goals/Design Intent/Use of Space:**

Used for Chinese Enrichment program (Used by Grades K-5)

Quantity: Two

Size: See summary table

Critical Adjacencies:

- Organized with the JK-1 and 2- 5 Teams
- Convenient to Lower School Classrooms
- Convenient to CitySprouts Gardens
- Convenient to Common Bathrooms

Occupants:

Staff: 1 to 2

Students: 25

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- Pencil Sharpener Block
- Flag standard

Furniture:

- K-2: Round tables in varying sizes for 3 to 6 people
- 3-5: Desks and separate tables for group work
- Bookshelves – adjustable height 24 LF
- Stackable chairs (25)
- Group Circle Rug
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Soap Dispenser
- Towel Dispenser
- Wastebasket
- Recycling Bin

Needs/Features:

- Sink with bubbler and counter

Special Considerations, Systems & Finishes:

- Classroom should reflect Chinese culture/identity
- Furniture should be sized to accommodate K-5 age and size range
- Teacher area w/desk and secure storage for personal belongings

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: DE-ESCALATION ROOM

Goals/Design Intent/Use of Space:

Quantity: One per Team/Floor

Size: See summary table

Critical Adjacencies:

- Convenient to classroom neighborhoods but separate enough to avoid disruption

Occupants:

Staff:
Students: 1

Equipment:

By Owner:

In Contract:

Furniture: None

Needs/Features:

- See below

Special Considerations, Systems & Finishes:

- Padded up to 6 feet
- Faculty Observation from corridor via glazing in door
- Acoustical separation from adjacent spaces
- Centrally located on each floor, but away from Learning Centers
- No outlets
- Recessed lighting/sprinkler
- Light switch outside of room

Preliminary Educational Technology Requirements (detailed standards to follow):

N/A

3.5

LOWER
SCHOOL

3.5
ARTS, LANGUAGE, AND
INSTRUCTIONAL SUPPORT

3.5.5 TEACHER WORKROOM

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: TEACHER WORKROOM

Goals/Design Intent/Use of Space:

- Space for teachers to work/prep lessons during school hours or after hours if displaced from classroom by afterschool program

Quantity: Three, one per floor

Size: See summary table

Critical Adjacencies:

- Within classroom neighborhoods
- Sight lines to extended learning areas and public spaces

Occupants:

Staff: Varies
Students: N/A

Equipment:

- By Owner:
 - Copier
 - Laminator
 - Other loose equipment

In Contract:

Furniture:

- Two four person tables and chairs

Needs/Features:

- Work counter(s)
- Storage for paper, supplies
- Tack board(s)

Special Considerations, Systems & Finishes:

- Window(s)

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: CONFERENCE ROOM

Goals/Design Intent/Use of Space:

- Small conference room for meeting with parents

Quantity: One

Size: See summary table

Critical Adjacencies:

- Convenient to "commons"

Occupants:

Staff: up to 10 staff and parents
Students:

Equipment:

By Owner:

In Contract:

- Small banquet
- One 4'x 4' white board

Furniture:

- Conference Room Table and chairs for 10 people

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless

3.5

LOWER
SCHOOL

3.5
ARTS, LANGUAGE, AND
INSTRUCTIONAL SUPPORT

3.5.7 BOOKROOM

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: BOOKROOM

Goals/Design Intent/Use of Space:

For Resource Room materials storage

Quantity: One

Size: See summary table

Critical Adjacencies:

- Adjacent to Resource Room

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

- Metal shelving

Furniture:

- Shelving for books and materials storage
- Small table and chairs for 3-5 people (?)

Needs/Features:

- Tack Boards

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Data Network Access

SPACE NAME: LAPTOP CART STORAGE

Goals/Design Intent/Use of Space:

- Accessed by Teachers for during school for classroom use
- Afterhours charging

Quantity:

Size: See summary table

Critical Adjacencies:

- Convenient to classrooms
- Convenient to Teacher Workrooms

Occupants:

Staff: N/A

Students: N/A

Equipment:

By Owner:

- Laptops, Tablets, other mobile/tech devices
- Storage Carts

In Contract:

Furniture:

- Equipment Cart

Needs/Features:

- Secure

Special Considerations, Systems & Finishes:

- Power for multiple carts

Preliminary Educational Technology Requirements (detailed standards to follow):

- Network access

3.5

LOWER
SCHOOL

3.5
ARTS, LANGUAGE, AND
INSTRUCTIONAL SUPPORT

3.5.9 COACHING OFFICE

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: COACHING OFFICE

Goals/Design Intent/Use of Space:

Shared by Math and Literacy Coaches and swing space for District Coaches

Quantity: One

Size: See summary table

Critical Adjacencies:

- Resource Rooms
- Attached Conference Room (dedicated)

Occupants:

Staff: 2-3

Students:

Equipment:

By Owner:

In Contract:

Furniture:

- Three Bookshelves – 12 Linear Feet
- Three Filing Cabinets – 4 drawer lateral
- Three Office Chairs
- Three Office Desks with Pedestal File
- Three Office Visitor Chairs
- Wastebasket
- Recycling Bin

Needs/Features:

- Conference Room (dedicated)
- Tack boards

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: CONFERENCE ROOM

Goals/Design Intent/Use of Space:

Shared by Math and Literacy Coaches and swing space for District Coaches

Quantity: One

Size: See summary table

Critical Adjacencies:

- Coaching Office (attached)

Occupants:

Staff: 2-3

Students:

Equipment:

By Owner:

In Contract:

- One 4' x 4' white board (min)

Furniture:

- Table and chairs for 3-5 people to meet

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: FAMILY LIAISON**Goals/Design Intent/Use of Space:****Quantity:** One**Size:** See summary table**Critical Adjacencies:**

- Locate near Administration, but not in the Main Office

Occupants:

Staff: 1

Students:

Equipment:

By Owner:

In Contract:

- 4' x 4' Whiteboard (min.)
- 4' x 4' Tackboard (min.)

Furniture:

- Table and chairs for 3-5 people to meet
- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin

Needs/Features:**Special Considerations, Systems & Finishes:**

- Display area for Parent Resources

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

4.0 UPPER SCHOOL

INTRODUCTION

Like the Lower School, the new Putnam Avenue Upper School is being created in response to Cambridge's Innovation Agenda. With a potential enrollment of 300 in grades 6 to 8, the upper school will be co-located with the Martin Luther King, Jr. Lower School and the City's PreSchool, to create a campus of three schools with up to 740 students total.

The upper school will be one of four in the city and students will matriculate into Cambridge Rindge and Latin High School. Through its co-location with the lower school the upper school will make transitions from 5th to 6th grade easier while enabling the school to establish its own identity and curriculum. Within the school, three grade level teams located in separate academic neighborhoods will further foster strong relationships between the students and the faculty and staff, enhancing each child's education opportunity. The upper school will also be distinguished from the lower school by its schedule which will start one hour later and end one hour earlier than the lower school.

The architecture of the building will provide the resources for this new model by providing spaces that collocate disciplines, encourage formal and informal engagement, be flexible enough to enable the curriculum and scheduling to develop core and elective, enrichment opportunities and encourage "teachable moments." Through the design principles the building is also organized to foster a collaborative work environment for faculty and staff, to allow for sharing of campus wide resources with the Lower School.

SPACE NAME: MAIN OFFICE

Goals/Design Intent/Use of Space:

- This area serves to welcome visitors to the school and is a hub of activity for the administration

Quantity: One

Size: See summary table

Critical Adjacencies:

- Entry/Drop-Off/Pick-Up
- Psychologist Office
- Nurse Suite – Proximate, but not necessarily in view; connecting door?

Occupants:

Staff: 4 (Clerk, Principal, Admin. Asst., Itinerant Staff); Four visitors typically
Students:

Equipment:

By Owner:

In Contract:

- Reception counter/workstation large enough to seat two with workspace and storage

Furniture:

- Reception desk chairs (2)
- Four waiting chairs and side table

Needs/Features:

- Reception Desk
- Waiting Area
- Mailboxes (one per Lower school staff)
- Supply Storage
- Display area for announcements

Special Considerations, Systems & Finishes:

- Strong visual connections to the entrance and the front of the school

Preliminary Educational Technology Requirements (detailed standards to follow):

- Master Clock (should it be here?)
- Phone & Fax lines
- Flat Screen TV
- Network Access
- PA system (here? For one school?)

SPACE NAME: WORKROOM**Goals/Design Intent/Use of Space:****Quantity:** One**Size:** See summary table**Critical Adjacencies:**

- Main Office

Occupants:

Staff: 1 to 2 typically
Students:

Equipment:

By Owner:

- Copier
- Laminator
- Other loose equipment

In Contract:

Furniture:

- Large table for layouts (report cards, etc) with 8 to 10 chairs

Needs/Features:

- Work counter
- Storage for paper, supplies
- Tack board

Special Considerations, Systems & Finishes:

- Window(s)
- Provide secure walk-in closet for Records Storage (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone line
- Network Access
- PA with Call back system

SPACE NAME: IEP/CONFERENCE ROOM

Goals/Design Intent/Use of Space:

- IEP and other large meetings

Quantity: One

Size: See summary table

Critical Adjacencies:

- Main Office

Occupants:

Staff: 20 staff and parents
Students:

Equipment:

By Owner:

In Contract:

- Large Whiteboard
- Banquet

Furniture:

- Large conference table and 20 chairs
- Credenza (?)

Needs/Features:

Special Considerations, Systems & Finishes:

- Room darkening (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone line
- Interactive White Board or Flat Screen TV
- Network Access
- PA with Call back system

SPACE NAME: BATHROOM

Goals/Design Intent/Use of Space: Unisex toilet room for Main Office staff use (Parents, too?)

Quantity: One

Size: See summary table

Critical Adjacencies:

- Main Office

Occupants:

Staff: 1

Students:

Equipment:

By Owner:

In Contract:

Furniture:**Needs/Features:**

Use district standards for:

- Toilet
- Sink
- Hand dryer/paper towel dispenser
- Toilet paper dispenser
- Soap dispenser
- Sanitary dispensers
- Seat cover dispensers
- Mirror
- Grab bars
- Waste receptacles
- Baby changing station (?)

Special Considerations, Systems & Finishes:

- Tile floors and walls
- Ceiling material that is cleanable using KaiVac (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: ITINERANT STAFF OFFICE

Goals/Design Intent/Use of Space:

- For use by part-time and visiting district personnel

Quantity: One

Size: See summary table

Critical Adjacencies:

- Main Office

Occupants:

Staff: 1

Students:

Equipment:

By Owner:

In Contract:

Furniture:

- Desk w/chair
- Small meeting table and chairs (3-5 ppl)

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

SPACE NAME: PRINCIPAL'S OFFICE**Goals/Design Intent/Use of Space:****Quantity:** One**Size:** See summary table**Critical Adjacencies:**

- Main Office
- Administrative assistant

Occupants:

Staff: 1

Students:

Equipment:

By Owner:

In Contract:

- 4' x 5' white board (min)

Furniture:

- Desk w/chair
- Two to four Guest chairs
- Small meeting table and chairs (3-5 ppl)
- Shelving/Bookcases
- Filing

Needs/Features:**Special Considerations, Systems & Finishes:**

Visual connection to Main Office and Lobby

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone line
- Interactive White Board or Flat Screen TV
- Network Access

SPACE NAME: ADMINISTRATIVE ASSISTANT

Goals/Design Intent/Use of Space:

Quantity: One

Size: See Summary table

Critical Adjacencies:

- Main Office
- Principal's Office

Occupants:

Staff: 1
Students:

Equipment:

By Owner:

In Contract:

Furniture:

- Desk w/chair
- Filing cabinet

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

SPACE NAME: RECORDS STORAGE**Goals/Design Intent/Use of Space:****Quantity:** One**Size:** See summary table**Critical Adjacencies:**

- Main Office

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

Furniture:

- Files (locked)

Needs/Features:**Special Considerations, Systems & Finishes:**

- Secure Room

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: CHILDREN'S WAITING ROOM

Goals/Design Intent/Use of Space:

- A place for children to cool down and refocus when necessary

Quantity: One

Size: See summary table

Critical Adjacencies:

- Main Office

Occupants:

Staff:

Students: 1 typically

Equipment:

By Owner:

In Contract:

Furniture:

- Table with two to four chairs
- Shelving for a variety of books and games

Needs/Features:

- Visibility to Main Office

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

SPACE NAME: PA AND CLOCK ROOM**Goals/Design Intent/Use of Space:**

- House racks for the master clock and the PA system

Quantity: One**Size:** See summary table**Critical Adjacencies:**

- Main Office
- Workroom

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

Furniture:

- Files (locked)

Needs/Features:**Special Considerations, Systems & Finishes:**

- Secure Room

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone Line
- Network, Clock and PA system Access

SPACE NAME: ADJUSTMENT COUNSELOR OFFICE

Goals/Design Intent/Use of Space:

Quantity: One

Size: See summary table

Critical Adjacencies:

- Interns Office
- Psychologist's Office
- Proximate to Lower School classrooms

Occupants:

Staff: 1
Students:

Equipment:

By Owner:

In Contract:

- 4' x 4' Whiteboard (min)

Furniture:

- Desk w/chair
- Guest chairs
- Small meeting table and chairs (3-5 ppl)
- Shelving/Bookcases
- Filing cabinets

Needs/Features:

Special Considerations, Systems & Finishes:

- Two way mirror for interns to observe (from intern office) or video camera
- Lockable Storage for counselor: tests, books

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access
- PA with Call back system

SPACE NAME: INTERNS OFFICE**Goals/Design Intent/Use of Space:**

- To be shared by up to four interns between Psychologist & Adjustment Counselor

Quantity: One**Size:** See summary table**Critical Adjacencies:**

- Adjustment Counselor's Office
- Psychologist's Office
- Proximate to Upper School classrooms

Occupants:

Staff: 4 (Interns)
Students:

Equipment:

By Owner:

In Contract:

- 4' x 4' Whiteboard (min)

Furniture:

- Four Desks w/chairs
- Shelving/Bookcases
- Small meeting table and chairs (3-5 ppl)

Needs/Features:**Special Considerations, Systems & Finishes:**

- Two way mirror for interns to observe (intern office) or video camera

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Document Camera with Computer hook-up (by owner)
- Interactive White Board or Flat Screen TV
- Network Access
- PA with Call back system

SPACE NAME: SELF-CONTAINED CLASSROOMS

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Convenient to Nurse Suite
- Relationship with ELL

Occupants: (Per Classroom)

Staff: 1 Teacher; 1 Aide

Students: 12

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- Pencil Sharper Block
- Flag standard

Furniture:

- 12 Tables/work carrels
- Bookshelves – adjustable height 24 LF
- Stackable chairs (12)
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Soap Dispenser
- Towel Dispenser
- Wastebasket
- Recycling Bin

Needs/Features:

- Breakout space within classrooms for small group activities
- Showcase student work – bulletin boards, display cabinets, consistency of size, and large
- Sink, bubbler and counter
- Lockable storage closet with shelving for materials and for teacher personal belongings within classroom

Special Considerations, Systems & Finishes:

- Flexibility is key
- Provide enough space in classrooms to allow for desks to be reconfigured throughout the day

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: MATH CLASSROOMS**Goals/Design Intent/Use of Space:**

- Organized by Grade Level
- Classrooms arranged to create Grade Level Neighborhoods
- Flexible space

Size: See summary table

Critical Adjacencies:

- Adjacent to Science Classroom within Neighborhood
- Teacher Workroom should be central and easily accessible to classrooms

Occupants: (Per Classroom)

Staff: 1 Teacher

Students: 24

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- Pencil Sharper Block
- Flag standard

Furniture:

- Bookshelves – adjustable height 24 LF
- Stackable chairs (25)
- Desks (25)
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Wastebasket
- Recycling Bin

Needs/Features:

- Breakout space within classrooms for small group activities
- Showcase student work – bulletin boards, display cabinets, consistency of size, and large
- Sink, bubbler and counter
- Lockable storage closet with shelving for materials and for teacher personal belongings within classroom
- Homerooms needs storage space for students' musical instruments throughout the day
- Connecting doors between classrooms (lockable both sides)

Special Considerations, Systems & Finishes:

- Flexibility is key
- Provide enough space in classrooms to allow for desks to be reconfigured throughout the day
- Do NOT provide round tables (encourage socializing), stools or stool-height tables

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: SCIENCE CLASSROOMS

Goals/Design Intent/Use of Space:

- Organized by Grade Level
- Classrooms arranged to create Grade Level Neighborhoods
- Flexible space

Size: See summary table

Critical Adjacencies:

- Directly connected to Science Prep Room
- Adjacent to Math Classroom within Neighborhood
- Teacher Workroom should be central and easily accessible to classrooms
- Separate 7th and 8th graders
- 8th graders nearer to Main Offices

Occupants: (Per Classroom)

Staff: 1 Teacher
Students: 24

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- Six 4' x 4' Whiteboards or Writable surface (e.g.: writable laminate on cabinets) at each lab station
- Pencil Sharpener Block
- Flag standard

Furniture:

- 12 Two-person Resin Topped Tables and chairs (NO benches or stools)
- 24 Tablet Arm chairs
- Bookshelves – adjustable height 24 LF

- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Soap Dispenser
- Towel Dispenser
- Wastebasket
- Recycling Bin

Needs/Features:

- Breakout space within classrooms for small group activities
- Showcase student work – bulletin boards, display cabinets, consistency of size, and large
- Lockable storage closet with shelving for materials and for teacher personal belongings within classroom
- Perimeter Casework with 6 sinks – one per lab station
- Acid neutralization
- Emergency Eye wash and shower with floor drain
- Power at each perimeter lab station
- Grow Lights
- Room Darkening
- Flat Files
- Secure Balance storage
- 6 Hanging Points distributed throughout lab and central point in floor for kinetic experiments;
- Drying racks at accessible height for students at each sink
- Video capability for lesson documentation

Special Considerations, Systems & Finishes:

- Flexibility is key

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: SCIENCE PREP ROOMS**Goals/Design Intent/Use of Space:**

Size: See summary table

Critical Adjacencies:

- Science Classrooms, may be shared by up to two classrooms

Occupants:

Staff:

Students:

Equipment:

By Owner:

- Lab equipment
- Microscopes
- vented cabinets
- chemical storage
- refrigerators

In Contract:

Furniture:**Needs/Features:**

- Vented Cabinets for Chemical Storage
- Counter with Sink, Dishwasher
- Refrigerator w/ Ice Dispenser
- General Storage of Science Lab Equipment: Microscopes, Slides, Telescopes, etc.
- Doors proximate to safety shower & eyewash
- Drying racks at accessible height for students at each sink

Special Considerations, Systems & Finishes:**Preliminary Educational Technology Requirements (detailed standards to follow):**

- Phone Line
- Network Access

SPACE NAME: ELA/SOCIAL STUDIES/WORLD LANGUAGE CLASSROOMS

Goals/Design Intent/Use of Space:

- Organized by Grade Level
- Classrooms arranged to create Grade Level Neighborhoods
- Flexible space

Size: See summary table

Critical Adjacencies:

- Adjacent to Science Classroom within Neighborhood
- Teacher Workroom should be central and easily accessible to classrooms

Occupants: (Per Classroom)

Staff: 1 Teacher
Students: 24

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- Pencil Sharper Block
- Flag standard

Furniture:

- Bookshelves – adjustable height 24 LF
- Stackable chairs (25)
- Desks (25)
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Wastebasket
- Recycling Bin

Needs/Features:

- Breakout space within classrooms for small group activities
- Showcase student work – bulletin boards, display cabinets, consistency of size, and large
- Sink, bubbler and counter
- Lockable storage closet with shelving for materials and for teacher personal belongings within classroom
- Homerooms needs storage space for students' musical instruments throughout the day
- Connecting doors between classrooms (lockable both sides)
- ELA classrooms require space for classroom library and a reading corner

Special Considerations, Systems & Finishes:

- Flexibility is key
- Provide enough space in classrooms to allow for desks to be reconfigured throughout the day
- Do NOT provide round tables (encourage socializing), stools or stool-height tables

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

Special Considerations, Systems & Finishes:

- Flexibility is key
- Provide enough space in classrooms to allow for desks to be reconfigured throughout the day
- Do NOT provide round tables (encourage socializing), stools or stool-height tables

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: EXTENDED LEARNING SPACES (BREAKOUT)**Goals/Design Intent/Use of Space:**

- Flexible space to accommodate structured and unstructured activity, small group work and display

Quantity: One per classroom neighborhood

Size: See summary table

Critical Adjacencies:

- Classrooms

Occupants: (Per Classroom)

Staff: Varies

Students: Varies

Equipment:

By Owner:

In Contract:

- Writable/Tackable wall surface? (IdeaPaint or sim, Whiteboards, Tackboards)
- Sink in Cabinet?
- Operable glazed partition to enclose space?

Furniture:

- Tables and chairs
- Soft seating

Needs/Features:

- Visibility from classrooms for Teacher supervision

Special Considerations, Systems & Finishes:

- Access to natural daylight

Preliminary Educational Technology Requirements (detailed standards to follow):

- Wireless Access

SPACE NAME: LOCKERS

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Located within Neighborhoods

Occupants:

Staff:

Students: 1 Per Student

Equipment:

By Owner:

In Contract: Lockers

Furniture:

Needs/Features:

- Should be conducive to organizing students: Full height, slim width or Z-locker style with shelves and hooks

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: VISUAL ART**Goals/Design Intent/Use of Space:**

- Creative work in various media

Size: See summary table

Critical Adjacencies:

- Kiln Room
- Cafeteria (?) – students may work in Art Room during lunch

Occupants:

Staff: 2 w/occasional volunteers
Students: 25 max.

Equipment:

By Owner:

In Contract:

- Two 4' x 8' Tackboards (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.
- Pencil Sharper Block
- Flag standard

Furniture:

- Metal shelving for Materials storage
- Artwork storage (flat files)
- Drying racks
- Bookshelves – adjustable height 24 LF
- Stackable chairs (25)
- Student Tables (size?)
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Soap Dispenser
- Towel Dispenser
- Wastebasket
- Recycling Bin

Needs/Features:

- Two Sinks

Special Considerations, Systems & Finishes:

- Zoning in classrooms for separate instruction, materials, & work areas
- Furniture should be sized to accommodate 6-8 age and size range (no stools)
- Teacher area w/desk and secure storage for personal belongings
- Access to Outdoors & Natural Daylight
- Display areas in Classrooms & throughout School for 2D, 3D & Electronic Art
- Locked storage for Community Use

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: KILN ROOM

Goals/Design Intent/Use of Space:

- Firing student created pottery

Quantity: One

Size: See summary table

Critical Adjacencies:

- Art Rooms and Kiln Room (close to both US and LS art classrooms if possible – Clay used in both)

Occupants:

Staff: 1

Students: N/A

Equipment:

By Owner:

In Contract:

- Kiln

Furniture:

- Metal Drying Shelves

Needs/Features:

- 220 volt outlet (to be confirmed with kiln model)
- Dedicated ventilation system

Special Considerations, Systems & Finishes:

- Temperature Control

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: DE-ESCALATION ROOM**Goals/Design Intent/Use of Space:****Quantity:** One per Team/Floor**Size:** See summary table**Critical Adjacencies:**

- Convenient to classroom neighborhoods but separate enough to avoid disruption

Occupants:

Staff:

Students: 1

Equipment:

By Owner:

In Contract:

Furniture: None**Needs/Features:**

- See below

Special Considerations, Systems & Finishes:

- Padded up to 6 feet
- Faculty Observation from corridor via glazing in door
- Acoustical separation from adjacent spaces
- Centrally located on each floor, but away from Learning Centers
- No outlets
- Recessed lighting/sprinkler
- Light switch outside of room

Preliminary Educational Technology Requirements (detailed standards to follow):

N/A

SPACE NAME: TEACHER WORKROOM

Goals/Design Intent/Use of Space:

- Space for teachers to work/prep lessons during school hours or after hours if displaced from classroom by afterschool program

Quantity: Three, one per grade/neighborhood

Size: See summary table

Critical Adjacencies:

- Within classroom neighborhoods
- Sight lines to extended learning areas and public spaces

Occupants:

Staff: Varies
Students: N/A

Equipment:

- By Owner:
 - Copier
 - Laminator
 - Other loose equipment

In Contract:

Furniture:

- Two four person tables and chairs

Needs/Features:

- Work counter(s)
- Storage for paper, supplies
- Tack board(s)

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

4.5

UPPER
SCHOOL

4.5
ARTS, LANGUAGE, AND
INSTRUCTIONAL SUPPORT

4.5.5 CONFERENCE ROOM

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: CONFERENCE ROOM

Goals/Design Intent/Use of Space:

Small conference room for meeting with parents

Size: See summary table

Critical Adjacencies:

Occupants:

Staff: up to 10

Students:

Equipment:

By Owner:

In Contract:

- 4' x 4' Whiteboard (min)
- Small credenza

Furniture:

- Table and chairs for 10 people

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: BOOKROOM

Goals/Design Intent/Use of Space:

For Resource Room materials

Size: See summary table

Critical Adjacencies:

- Adjacent to Teacher Workroom (?)

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

- 4' x 8' Tack Board

Furniture:

- Shelving for books and materials storage
- Small table and chairs for 3-5 people (?)

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: LAPTOP CART STORAGE**Goals/Design Intent/Use of Space:**

- Accessed by Teachers for during school for classroom use
- Afterhours charging

Quantity:

Size: See summary table

Critical Adjacencies:

- Convenient to classrooms
- Convenient to Teacher Workrooms

Occupants:

Staff: N/A
Students: N/A

Equipment:

By Owner:

- Laptops, Tablets, other mobile/tech devices
- Storage Carts

In Contract:

Furniture:

- Equipment Cart

Needs/Features:

- Secure

Special Considerations, Systems & Finishes:

- Power for multiple carts

Preliminary Educational Technology Requirements (detailed standards to follow):

- Network access

SPACE NAME: COACHING OFFICE

Goals/Design Intent/Use of Space:

Shared by Math and Literacy Coaches and swing space for District Coaches

Quantity: One

Size: See summary table

Critical Adjacencies:

- Resource Rooms
- Attached Conference Room (dedicated)

Occupants:

Staff: 2-3

Students:

Equipment:

By Owner:

In Contract:

Furniture:

- Three Bookshelves – 12 Linear Feet
- Three Filing Cabinets – 4 drawer lateral
- Three Office Chairs
- Three Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin

Needs/Features:

- Conference Room (dedicated)
- Tack boards

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

4.5

UPPER
SCHOOL

4.5
ARTS, LANGUAGE, AND
INSTRUCTIONAL SUPPORT

4.5.9 CONFERENCE ROOM

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: CONFERENCE ROOM

Goals/Design Intent/Use of Space:

Shared by Math and Literacy Coaches and swing space for District Coaches

Quantity: One

Size: See summary table

Critical Adjacencies:

- Coaching Office (attached)

Occupants:

Staff: 2-3

Students:

Equipment:

By Owner:

In Contract:

- One 4' x 4' white board (min)

Furniture:

- Table and chairs for 3-5 people to meet

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: FAMILY LIAISON

Goals/Design Intent/Use of Space:

Quantity: One

Size: See summary table

Critical Adjacencies:

- Locate near Administration, but not in the Main Office

Occupants:

Staff: 1

Students:

Equipment:

By Owner:

In Contract:

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin
- Table and chairs for 3-5 people to meet

Needs/Features:

- Tack boards

Special Considerations, Systems & Finishes:

- Display area for Parent Resources

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

5.0 HUMAN SERVICES

INTRODUCTION

The revitalized campus will also accommodate robust programming managed by the City's Department of Human Services. Activities range from the PreSchool, which operates concurrently with the lower and upper schools, to programming that often begins in the afternoon before the end of the both school's day.

Many of the resources of the campus will be shared by the schools and by Human Services and each will also have their own facilities. As the design principles illustrate, the building will be organized to accommodate the activities of the schools and human services through careful zoning of the program elements to minimize disruption to each program, foster a safe and secure place to learn for everyone and facilitate maintenance and operations throughout the day.

This section describes the resources that will largely be used by Human Services. The following section describes many of the spaces that can be shared among programs.

SPACE NAME: OFFICES

Goals/Design Intent/Use of Space:

- Administrative Office for After School Programs/Enrichment
- Within After School Programs Main Office Suite
- Office can be used for early arrival of teachers

Size: See summary table

Critical Adjacencies:

- Locate near an entrance that is convenient to After School Drop-Off/Pick-up
- Within Community/Shared wing of the school (Near Gym, Cafeteria, Learning Commons)
- Accessible to Staff Bathrooms

Occupants:

Staff: 3
Students:

Equipment:

By Owner: Computer, Phone/Data

In Contract:

Furniture:

- Three Bookshelves – 12 Linear Feet
- Three Filing Cabinets – 4 drawer lateral
- Three Office Chairs
- Three Office Desks with Pedestal Files
- One Office Visitor Chair
- Three Wastebaskets
- Three Recycling Bins

Needs/Features:

- Storage for Teachers' personal belongings

Special Considerations, Systems & Finishes:

- Would like covered entryway with canopy if possible
- Provide stroller storage at entrance for parents coming with younger children

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

SPACE NAME: CONFERENCE ROOM/WORKROOM**Goals/Design Intent/Use of Space:**

- Small room used for Parent-Teacher conferences
- Within After School Programs Main Office Suite

Quantity: One**Size:** See summary table**Critical Adjacencies:**

- Adjacent to After School Office

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

- One 4' x 4' Whiteboard
- Small Banquet

Furniture:

- Two 4-person work tables and chairs
- Two Bookshelves – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral

Needs/Features:

- Work counter(s)
- Storage for paper, supplies
- Tack board(s)

Special Considerations, Systems & Finishes:**Preliminary Educational Technology Requirements (detailed standards to follow):**

- Clock on Central System
- Interactive White Board or Flat Screen TV
- Phone line
- Network Access

SPACE NAME: LAUNDRY

Goals/Design Intent/Use of Space:

- Easy access for washing clothes and other fabric items

Size: See summary table

Critical Adjacencies:

- Shared between the two classrooms

Occupants:

Staff:

Students:

Equipment:

By Owner:

- Washing machine
- Dryer

In Contract:

Furniture:

- N/A

Needs/Features:

- Wall or base cabinet for storage of detergent
- Small counter for folding/laying out clothes

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: CLASSROOMS**Goals/Design Intent/Use of Space:**

- Preschool is self-contained with access to the community areas of the building
- Separate entrance for parent drop-off/pick-up and play area

Size: See summary table

Critical Adjacencies:

- Bathrooms
- Preschool entry
- Outdoor Playspace

Occupants:

Staff: 3 Teachers
Students: 20 children per class max.

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min.)
- One 4' x 8' White board (min.)
- Pencil Sharpener Block
- Flag Standard

Furniture:

- Teacher desk with pedestal filing
- Teacher chair
- Filing cabinet – 4 drawer vertical
- Furniture to define 7-8 typical activity centers including: art, science and math, circle, block, writing, quiet, gross motor skills, sensory, sand & water table, computer skills, to tentatively include:

- Art easel
- Low bookshelves
- Two Stackable Chairs for Teachers
- Student tables (rectangular)
- Group circle rug
- Early childhood stackable chairs (14" high)
- Early childhood dramatic play equipment (various)
- Mobile tote-tray storage
- Sand & water table
- Small washable loveseat

Needs/Features:

- There should be 2 sinks near art/sensory areas (one adult height, one child height)
- Adjacent to dedicated playground with storage for tricycles, scoot boards, etc.
- There should storage for personal belongings in the classroom

Special Considerations, Systems & Finishes:

- Access to Library
- Windows should be at child height and near doors so kids can say/wave goodbye to parents; windows should also enable teachers to monitor who's arriving/outside
- The Preschool would like access to Small Gym in inclement weather when playground not available; typical activities include hula hoops, scoot boards, tricycles, balls, parachute
- Variation at ceilings (textures, heights) might help create different "environments"
- Natural light preferred with ability to darken rooms at nap time

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone line
- Interactive whiteboard or Flat Screen TV
- Network Access
- Each classroom should have a camera and buzzer to let parents in at pick-up time

SPACE NAME: BATHROOMS

Goals/Design Intent/Use of Space: Dedicated toilet room shared between the two Preschool classrooms

Size: See summary table

Critical Adjacencies:

- Connects the two Preschool Classrooms

Occupants:

Staff:
Students:

Equipment:

By Owner:

In Contract:

Furniture:

- Storage cabinet for Pull-Ups, extra clothes

Needs/Features:

Use district standards for:

- Two Toilets – child size
- Two Sinks – at child height in classroom, not toilet room
- Hand dryer/paper towel dispenser – at child height
- Toilet paper dispenser – at child height
- Soap dispenser – at child height
- Mirrors – at child height above sinks
- Grab bars
- Waste receptacle – at child accessible height
- Baby changing station

Special Considerations, Systems & Finishes:

- There should be some visibility into the Bathroom from the Classrooms – e.g. Half-height or Dutch doors, etc.
- Tile floors and walls
- Ceiling material that is cleanable using KaiVac (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: OFFICE**Goals/Design Intent/Use of Space:**

- Administrative office for the Preschool

Size: See summary table

Critical Adjacencies:

- Preschool Entry/Vestibule
- Preschool Classrooms

Occupants:

Staff: 2

Students:

Equipment:

By Owner:

- Computer
- Phone
- Copier
- Fax
- Other Loose Equipment

In Contract:

Furniture:

- Two Bookshelves – 12 Linear Feet
- Two Filing Cabinets – 4 drawer lateral
- Two Office Chair
- Two Office Desk with Pedestal File
- Four Office Visitor Chairs
- Two Wastebaskets
- Two Recycling Bins

Needs/Features:

- Storage for personal belongings

Special Considerations, Systems & Finishes:**Preliminary Educational Technology Requirements (detailed standards to follow):**

- Clock on Central System
- Phone line
- Network Access

SPACE NAME: FOOD PREP AREA/PANTRY

Goals/Design Intent/Use of Space:

- Shared food prep space between the two Classrooms for snacks, cooking activities, washing toys

Size: See summary table

Critical Adjacencies:

- Classrooms
- Administrative Office

Occupants:

Staff:
Students:

Equipment:

By Owner:

- Loose equipment

In Contract:

- Dishwasher
- Refrigerator
- Stove

Furniture:

Needs/Features:

- Sink
- Counter with cupboard
- Dry Storage (Pantry)

Special Considerations, Systems & Finishes:

- The Preschool does NOT warm food or do "Heat-ups"
- If accessible from the classroom, appliances (stove, fridge, dishwasher) should be enclosed by a wall and gate so that children cannot enter this space; mechanism to open gate should be on the inside of the gate.

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: RECEPTION/ENTRY VESTIBULE**Goals/Design Intent/Use of Space:**

- Separate entrance for parent drop-off/pick-up and play area
- Queuing area for parents/children

Size: See summary table

Critical Adjacencies:

- Office
- Stroller Storage

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

- Tack board

Furniture:

- Site Furnishings at entry area
- Cubby for each student's jackets, boots, etc.
- Bench for parents to assist children in removing boots, etc.

Needs/Features:

- Queuing Area for kids/parents/strollers (outside and covered)

Special Considerations, Systems & Finishes:**Preliminary Educational Technology Requirements (detailed standards to follow):**

- Phone line
- Network Access

SPACE NAME: STAFF BATHROOM

Goals/Design Intent/Use of Space: Unisex toilet room for Preschool Administrators, Teachers and Parents

Size: See summary table

Critical Adjacencies:

- Classrooms
- Main Office
- Reception (for parents)

Occupants:

Staff:
Students:

Equipment:

By Owner:

In Contract:

Furniture:

Needs/Features:

Use district standards for:

- Toilet
- Sink
- Hand dryer/paper towel dispenser
- Toilet paper dispenser
- Soap dispenser
- Sanitary dispensers
- Seat cover dispensers
- Mirror
- Grab bars
- Waste receptacles
- Baby changing station

Special Considerations, Systems & Finishes:

Tile floors and walls
Ceiling material that is cleanable using KaiVac (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: STROLLER STORAGE**Goals/Design Intent/Use of Space:**

- For strollers during drop-off and pick up; some parents will leave strollers during the course of the school day
- Some bicycle/tricycle storage.

Size: See summary table

Critical Adjacencies:

- Reception/Entry Vestibule

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

- Railing to store/hang collapsible “umbrella” strollers by their handles

Furniture:

- N/A

Needs/Features:**Special Considerations, Systems & Finishes:**

- N/A

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: GENERAL STORAGE

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Classrooms (need direct access to classrooms?)
- Playground

Occupants:

Staff:
Students:

Equipment:

- By Owner:
- Metal Shelving

In Contract:

Furniture:

- Cots (one per child)

Needs/Features:

Special Considerations, Systems & Finishes:

- Secure

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: AFTER SCHOOL CLASSROOMS**Goals/Design Intent/Use of Space:**

- Activities zoned within secure, shared school/community spaces
- One classroom designated for JK/K through Grade 2; Other classroom for Grades 2 through 5
- After School Programs:
 - K-2: Arts & Crafts, finger painting
 - 3-5: Physical activity, outside
 - 6-8: Varies – Intramural sports, art, science, etc.

Size:**Critical Adjacencies:**

- Common Bathrooms for students
- Staff Bathrooms

Occupants:

Staff: 3 Teachers per Classroom
Students: 25 children per class

Equipment:

By Owner:

- Computers, Phone/Data
- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location.
- If no Interactive White Board is to be provided initially locate a third white board as a placeholder.

In Contract: Sink, Refrigerator, Dishwasher (at Kitchen/Snack area)

Furniture:

- Teacher Workstation; tables and chairs that area easy to move and reconfigure

Needs/Features:

- Tackboards and Displays
- Mudroom/coat area at entry of classroom with cubbies – enough space for parent drop-off ad pick-up (occurs IN the classroom)
- Zoned for flexible Activity space, Quiet/homework space, Kitchen/Snack area, art sink, Computer, Science area, Child's storage, and Teacher supply storage
- Leave corners unobstructed so they can be used as interest areas or "retreats"
- Provide counter at windows for Science projects; Counter and storage at Kitchen/Snack area
- Each classroom should have a camera and buzzer to let parents in at pick-up time

Special Considerations, Systems & Finishes:

- Access to Library
- Windows should be at child height and near doors so kids can say/wave goodbye to parents; windows should also enable teachers to monitor who's arriving/outside
- Teachers should have an unobstructed view of all areas of the classroom
- Visual connection between the two Classrooms (glazing/connecting door)
- Variation at ceilings (textures, heights) might help create different "environments"
- Natural light
- Resilient or similar type of flooring that is easily cleanable in activity/snack spaces; built-in steps/risers with carpeting for seated activities

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone line
- Interactive whiteboard or Flat Screen TV
- Network Access

SPACE NAME: COMMUNITY SCHOOL

Goals/Design Intent/Use of Space:

- Activities zoned within secure, shared school/community spaces
- Community School
 - Art/Multipurpose rooms – in community space with sink
 - Access to kiln req'd
 - Access to Library req'd
- Seniors: Auditorium, conference rooms (shared with schools)
- Enrichment: Shared with the schools inc. Art, Music, Gym, Cafeteria, Learning Commons
 - Activities include reading, art, ballet, martial arts, music (drumming, piano (taught every day)), fencing, science, cooking, homework
- There are both quiet and noisy activities
- Youth Center: Grades 5-8; Not currently programmed at MLK (Future Plan)

Size:

Critical Adjacencies:

- Common Bathrooms for students
- Staff Bathrooms
- Locate within Community wing

Occupants:

Staff:
Students: 165 per week

Equipment:

By Owner:

In Contract:

- One 4' x 8' Tackboard (min)
- Two 4' x 4' Whiteboards (min) flanking Interactive White Board location.
- If no Interactive White Board is to be provided initially, locate a third white board as a placeholder.

Furniture:

- Furniture should be easy to move and reconfigure
- Small tables and chairs for group activities
- Tables and Desks with chairs for homework/Quiet time

Needs/Features:

- Shared during day with school (?)

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone line
- Interactive whiteboard or Flat Screen TV
- Network Access
- Convenient access to unlatch the doors to allow parents into the building

5.4

HUMAN
SERVICES

5.4
PROGRAM DEDICATED
INSTRUCTIONAL SPACE

5.4.3 STORAGE

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: STORAGE

Goals/Design Intent/Use of Space:

- Teacher Supply Closet for sports equipment, arts and crafts materials, games

Size: See summary table

Critical Adjacencies:

- After School Classrooms
- After School Office Suite

Occupants:

Staff:

Students:

Equipment:

By Owner: Sports equipment

In Contract:

Furniture:

Needs/Features:

- Shelving

Special Considerations, Systems & Finishes:

- Secure

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: LAPTOP CART STORAGE

Goals/Design Intent/Use of Space:

Accessed by Teachers for after school classroom use

Size:

Critical Adjacencies:

- Convenient to After School Classrooms
- Convenient to After School Office Suite

Occupants:

Staff:
Students:

Equipment:

By Owner: Laptops, Tablets, other mobile/tech devices used in classrooms

In Contract:

Furniture:

- Equipment Cart

Needs/Features:

- Secure

Special Considerations, Systems & Finishes:

Temperature controlled (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

6.0 SHARED RESOURCES

INTRODUCTION

The co-location of the lower and upper schools and Human Services' programming provides an opportunity to share many resources, increasing opportunities for each and enhancing utilization. These resources range from the educational/recreational in the gyms, the auditorium and the cafeteria to building services like loading and maintenance. Some elements described within this section, like the nurse's office will serve both schools during the school day.

As described in the design principles, the campus will be organized to zone each of these resources so that they are conveniently available as appropriate to each entity. This zoning will also enable active after hours use of the gym, auditorium and other program elements described within this section by the community at large.

SPACE NAME: LOBBY

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Auditorium
- Public/Student restrooms
- Proximity to music and theater classrooms preferable
- Proximity to loading dock

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

Needs/Features:

- Natural light desired

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: AUDITORIUM**Goals/Design Intent/Use of Space:**

- Performance, Theater, Lectures, Assembly, Community Outreach
- School and Professional Use
- Student education into use of AV equipment

Size: See summary table

Critical Adjacencies:

- Loading for stage convenient to outdoors/Proximate to loading dock
- Proximity to music and theater classrooms preferable
- Public/Student bathrooms
- Lobby
- Stage
- Projection/Control Room
- Scene & Prop Storage/Shop
- Dressing Rooms

Occupants:

- Staff & Students: 400-450 Seats

Equipment:

- By Owner:
- In Contract: (refer to Audiovisual documents for additional information)
 - Robotic Camera Systems
 - Sound/AV Booth
 - Two cameras, networked – located at three-sided booths
 - Temp sound and light control in center
 - Computer hook-ups for PowerPoint and other audio visual presentations

Furniture:

- Fixed & Potentially Some Loose Seating

Needs/Features:

- No natural light?
- Area for young children and parents in front
- Three-sided booths at mid point in theatre (2): potential for two cameras, networked

Special Considerations, Systems & Finishes:

- Seniors use space as part of Community School program (after school)
- Ability to turn off school PA system during performance
- Dimmable houselights
- Soundproofed

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Network Access
- Phone with PA and Callback

SPACE NAME: PROJECTION/CONTROL ROOM

Goals/Design Intent/Use of Space:

- Performance, Theater, Lectures, Assembly, Community Outreach
- School and Professional Use
- Education integration component of AV equipment and students

Size: See summary table

Critical Adjacencies:

- Within Auditorium, out of sight-lines

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract: (refer to Audiovisual documents for additional information)
 - Projector and Computer System
 - Sound/AV board
 - Temporary sound and light control in center
 - Computer hook-ups for PowerPoint and other audio visual presentations

Furniture:

- Chairs
- Stools at three-sided booths (?)

Needs/Features:

Special Considerations, Systems & Finishes:

- Enclosed booth w/sliding glass above counter for visibility and ability to be open to auditorium for performance and direction to be heard
- Ability to turn off school PA system during performance
- Dimmable houselights
- Soundproofed
- Connection to stage lighting console from booth, 24 channels

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: STAGE**Goals/Design Intent/Use of Space:**

- Performance, Theater, Lectures, Assembly, Community Outreach
- School and Professional Use

Size: See summary table

Critical Adjacencies:

- Loading for stage convenient to outdoors/Proximate to loading dock
- Scene & Prop Storage/Shop
- Dressing Rooms

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract: (refer to Audiovisual documents for additional information)
 - Stage Lighting with console
 - Dimmers and racks
 - Curtains and tracks

Furniture:

- Podium/Lectern
- Loose Seating

Needs/Features:

- Main Stage, Backstage and two Side Stage areas
- Stage designed for easy child access
- The wings of the stage should allow children to gather out of sight from the seating
- Removable thrust to extend stage (?)

Special Considerations, Systems & Finishes:

- Matte finish for the wood stage floor to avoid glare
- Stage area walls painted black
- Tall doors backstage for loading/access
- Curtains - Traveler at proscenium, 2 sets of legs, dark color, fire retardant
- Fire curtain
- Scrim for projection use
- Projection Screen
- Stage lighting with console for booth at back, dimmers and racks, separate circuits from rest of building, placement of lighting such that bulbs can easily be changed, 24 channels

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: SCENE AND PROP SHOP/STORAGE

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Stage
- Convenient to outdoors
- Proximate to loading dock

Occupants:

- Staff:
- Students:

Equipment:

By Owner:

- Loose equipment

In Contract:

Furniture:

- Four Work Tables and Chairs/Stools

Needs/Features:

- Work Counters
- Sink w/plaster trap
- Resilient floors
- Windows for natural ventilation

Special Considerations, Systems & Finishes:

- Tall doors for loading/access

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: DRESSING ROOMS**Goals/Design Intent/Use of Space:**

- For use during dress rehearsals and performances

Size: See summary table

Critical Adjacencies:

- Stage
- Student Bathrooms

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
 - Portable make-up mirrors w/lights
 - Portable full-length mirrors
- In Contract:

Furniture:

- Tables and Chairs

Needs/Features:

- Room(s) should be fitted out with proper power for hair dryers, curling irons, etc.

Special Considerations, Systems & Finishes:**Preliminary Educational Technology Requirements (detailed standards to follow):**

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: OFFICE/LUNCHROOM

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Loading Dock
- Main Offices (US and LS)
- Service Elevator

Occupants:

- Staff: 5-6
- Students:

Equipment:

- By Owner:
 - Computer
 - Phone
 - Timeclocks
- In Contract:
 - Six Lockers
 - Refrigerator
 - Microwave

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling bin
- Table and 6 chairs

Needs/Features:

- Counter w/sink
- Secure
- Door Buzzer to Loading Dock Entry/Access

Special Considerations, Systems & Finishes:

- Window with visibility of Loading Dock

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: TOILET/SHOWER ROOM**Goals/Design Intent/Use of Space:** Unisex room for Maintenance staff use**Size:** See summary table**Critical Adjacencies:**

- Office/Lunchroom

Occupants:

- Staff: 1
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:**Needs/Features:**

- Use district standards for:
 - Toilet
 - Sink
 - Shower
 - Hand dryer/paper towel dispenser
 - Toilet paper dispenser
 - Soap dispenser
 - Sanitary dispensers
 - Seat cover dispensers
 - Mirror
 - Grab bars
 - Waste receptacles
- Changing Bench
- Hooks for towels

Special Considerations, Systems & Finishes:

- Tile floors and walls
- Ceiling material that is cleanable using KaiVac (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: GENERAL STORAGE

Goals/Design Intent/Use of Space: Centralized storage space

Size: See summary table

Critical Adjacencies:

- Loading Dock
- Supply Storage/Receiving
- Office/Lunchroom
- Service Elevator

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

- Desk and chair for Plant Maintenance area

Needs/Features:

- Provide an area within for Plant Maintenance (15 by 15 +/-)
- Shelving for dry storage (i.e. paper, cleaning materials)
- Floor space for wet vacs, stripers, KaiVac
- Add'l space for attic stock (flooring, ceiling tiles, paint)
- Workbench/Table at Plant Maintenance area (?)
- Secure

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: SUPPLY STORAGE/RECEIVING

Goals/Design Intent/Use of Space: Receiving space for goods at loading area

Size: See summary table

Critical Adjacencies:

- Direct Access from Loading Dock
- General Storage
- Office/Lunchroom

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

- Metal Shelving

Needs/Features:**Special Considerations, Systems & Finishes:****Preliminary Educational Technology Requirements (detailed standards to follow):**

SPACE NAME: LOADING DOCK

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Supply Storage/Receiving
- General Storage
- Office/Lunchroom
- Service Elevator
- Main Offices

Occupants:

- Staff:
- Students:

Equipment:

- By Owner: Phone
- In Contract:

Furniture:

Needs/Features:

- Dedicated entry separate from Food Services
- Existing loading dock height is good

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: OUTDOOR STORAGE

Goals/Design Intent/Use of Space: Outdoor storage for large equipment

Size: See summary table

Critical Adjacencies:

- Loading Dock

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:**Needs/Features:**

- Large enough to accommodate snow blowers, gas, etc.
- Secure

Special Considerations, Systems & Finishes:

- Minimize slopes on site that create issues with flooding, snow removal

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: DISTRIBUTED STORAGE

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

Needs/Features:

- Metal Shelving

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: JANITOR'S CLOSETS

Goals/Design Intent/Use of Space: Maintenance closet located on each floor for ease of access

Size: See summary table

Critical Adjacencies:

- Service Elevator

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:**Needs/Features:**

- Sink
- Small shelving unit
- Should be large enough to house paper, bottles, cleaning cartridges, plunger, mop/ bucket (2x3 cart)

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: KITCHEN

Goals/Design Intent/Use of Space:

- Energy performance is important in the building's overall sustainable design
- Should be a "green" kitchen – opportunity to highlight sustainable features of the school: compost/recycling, materials used, and may possibly move towards reusable flatware/dishes

Size: See summary table

Critical Adjacencies:

- Loading Dock
- Seryery
- Dining
- Connection to CitySprouts garden for inclusion of garden foods into lunch menus

Occupants:

- Staff: 10 staff
- Students:

Equipment:

- By Owner:
- In Contract: (refer to Foodservice documents for additional information)
 - Tilting kettle (40 gal.) & tilt skillet
 - Warmers
 - Prep Areas (currently lacks appropriate prep space)
 - Range (six-burner)
 - Double Combi ovens
 - Mixers (30 qt. and a 20 or 5 qt.) w/cheese shredder and dough hook attachments
 - Automatic deli slicer
 - Food processor
 - #10 racks
 - Dishwasher – type(s) will be determined by use of reusable vs. disposable trays and ware

- Washer/Dryer for linens, hand towels
- Refrigerators
- Walk-In Freezer Unit

Furniture:

Needs/Features:

- Designated areas within for Prep, Dry Storage, Ware Washing, Refrigerator, Freezer (walk-in) and Recycling/Composting
- Counters
- Shelving
- Two-compartment food prep sink (produce)
- Hand Wash Sinks
- Use district standards for:
 - Paper towel dispenser
 - Soap dispenser
 - Waste/Recycling/Compost receptacles

Special Considerations, Systems & Finishes:

- Kitchen to support catering – complement the greater school image, open, comfortable, presentations and training opportunities, refreshments support conferences
- Sustainable and maintainable finishes
- Each school/campus makes its own food (80%/20% scratch cook); not serving other facilities
- Fresh foods preferred over frozen

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: DINING**Goals/Design Intent/Use of Space:**

- Should have a wholesome, less institutional feel
- Visual connection to outside
- This is an opportunity for education, nutrition and socialization
- The design should improve on the flow in and out as lunch periods switch as well as flow in and out of the Servery to the Dining Area (Need at least two lines with central cashier)

Size: See summary table

Critical Adjacencies:

- Servery
- Kitchen
- CitySprouts garden should be visible and directly accessible from Dining Area

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

- Provide a diversity of seating: Booths, counters, tables; various sizes appropriate for K5 and 6-8 age groups
- Outdoor dining may be a possibility

Needs/Features:

- Natural Light
- Separate dining areas for Lower and Upper Schools
- Dedicated Allergen-Free Area?

Special Considerations, Systems & Finishes:

- Sustainable and maintainable finishes
- Lockable storage for afterschool activities that occur in Cafeteria ideal
- PreSchool program is self-contained and does not use Servery or Cafeteria

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clocks on Central System
- PA and Callback
- Network Access/Wireless

SPACE NAME: STAFF BREAKROOM

Goals/Design Intent/Use of Space: Breakroom for Kitchen staff use

Size: See summary table

Critical Adjacencies:

- Kitchen

Occupants:

- Staff: 1-10
- Students:

Equipment:

- By Owner:
 - Phone
 - Timeclocks
- In Contract:
 - Refrigerator
 - Microwave

Furniture:

- Three Tables and chairs for 12

Needs/Features:

- Counter w/sink

Special Considerations, Systems & Finishes:

- Tack board for Staff announcements
- Natural light desired

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

6.4

SHARED
RESOURCES

6.4
DINING

6.4.4
OFFICE

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: OFFICE

Goals/Design Intent/Use of Space:

- Administrative space for food service staff

Size: See summary table

Critical Adjacencies:

- Loading Dock
- Kitchen
- Server

Occupants:

- Staff: 1
- Students:

Equipment:

By Owner:

- Computer, phone, safe

In Contract:

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin

Needs/Features:

- Secure

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: CHANGING/LOCKER ROOM

Goals/Design Intent/Use of Space: Unisex changing and locker room for Kitchen staff use

Size: See summary table

Critical Adjacencies:

- Office
- Breakroom
- Bathroom

Occupants:

- Staff: 1-10
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

- Lockers for 10

Needs/Features:

- Changing Bench
- Mirror

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System

SPACE NAME: BATHROOM**Goals/Design Intent/Use of Space:** Unisex toilet room for Kitchen staff use**Size:** See summary table**Critical Adjacencies:**

- Office
- Breakroom
- Changing/Locker room
- Kitchen

Occupants:

- Staff: 1
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:**Needs/Features:**

Use district standards for:

- Toilet
- Sink
- Hand dryer/paper towel dispenser
- Toilet paper dispenser
- Soap dispenser
- Sanitary dispensers
- Seat cover dispensers
- Mirror
- Grab bars
- Waste receptacles
- Baby changing station (?)

Special Considerations, Systems & Finishes:

- Tile floors and walls
- Ceiling material that is cleanable using KaiVac (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: FOOD LAB

Goals/Design Intent/Use of Space:

- Hands on nutrition and wellness activities
- Taste testing
- Jointly used by school and City programming

Size: See summary table

Critical Adjacencies:

- Dining
- Kitchen
- Visual Connection to CitySprouts garden

Occupants:

- Staff: 1
- Students: 24

Equipment:

- By Owner:
- In Contract: (refer to Foodservice documents for additional information)
 - Demonstration Cooktop w/air vent
 - Oven
 - Microwave
 - Refrigerator/Freezer

Furniture:

- Thirteen 2-person tables – adjustable height & foldable
- 25 Stackable Chairs
- Bookshelves – adjustable height 24 LF
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Soap Dispenser
- Towel Dispenser
- Wastebasket
- Recycling Bin

Needs/Features:

- Counters
- Sink
- Storage
- Shelving

Special Considerations, Systems & Finishes:

- Natural lighting and visual connection to outside
- Sustainable and maintainable finishes
- Heights of furniture and demonstration area need to cater to age/size range of K-5 and 6-8 students

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: SERVERY**Goals/Design Intent/Use of Space:**

- Should have a wholesome, less institutional feel
- Visual connection to outside
- This is an opportunity for education and nutrition
- Energy performance is important in the building's overall sustainable design
- The design should improve on the flow in and out as lunch periods switch as well as flow in and out of the Servery to the Dining Area

Size: See summary table

Critical Adjacencies:

- Kitchen
- Dining
- Visual Connection to CitySprouts garden
- Food Lab

Occupants:

Staff:

Students:

Equipment:

- By Owner:
 - Cashier Registers
- In Contract: (refer to Foodservice documents for additional information)
 - Toasters (Rotating feed model for easier self-use)
 - Merchandising refrigerators, standard milk unit and pulled wells w/lower reach requirement

Furniture:**Needs/Features:**

- Need at least two lines with central cashier station
- Expanded hot breakfast option in future – provide toasters at self-serve area at Breakfast; school currently serves 100 students breakfast and expects it to increase
- Natural lighting and visual connection to outside desired
- Signage to show how menus correlate to items students are growing in CitySprouts garden
- Salad Bar up front
- Condiment Station
- Area for taste tests for students
- Possibly indoor garden for herbs

Special Considerations, Systems & Finishes:

- Sustainable and maintainable finishes
- Lockable storage for afterschool activities that occur in Cafeteria ideal
- Heights of servery line equipment needs to cater to age/size range of K-5 and 6-8 students

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless for registers

SPACE NAME: SMALL GYMNASIUM

Goals/Design Intent/Use of Space:

- Heavy During and After School Use – Zoned for Community Use

Size: See summary table

Critical Adjacencies:

- Convenient to Lower School
- Proximity of Multi-Purpose and Small Gyms to each other preferred but not req'd; Gyms need to be removed from classrooms
- Storage space to serve both gyms, but should be located more conveniently to Multi-Purpose Gym

Occupants:

- Staff: 1 Phys. Ed Teacher
- Students: Typically 24 per class

Equipment:

- By Owner:
- In Contract:
 - 6 Adjustable Basketball Hoops
 - Nylon Rolling Divider
 - Scoreboard
 - Shot clocks
 - PA system
 - Wall padding
 - 4' x 8' Whiteboard (min.)
 - 4' x 8' Tackboard (min.)

Furniture:

Needs/Features:

- Tackboards, Whiteboards for Teaching & Display
- Water fountains
- Epi-Pen Storage
- Natural Light

Special Considerations, Systems & Finishes:

- Wood-sprung floors
- Striped for Basketball

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: MULTI-PURPOSE GYMNASIUM**Goals/Design Intent/Use of Space:**

- Heavy During and After School Use – Zoned for Community Use
- Also used for yearly health screenings

Size: See summary table

Critical Adjacencies:

- Locker Rooms
- P.E. Office
- Storage space to serve both gyms, but should be located more conveniently to Multi-Purpose Gym
- Proximity of Multi-Purpose and Small Gyms to each other preferred but not req'd; Gyms need to be removed from classrooms
- Fitness Center

Occupants:

- Staff: 1 Phys. Ed Teacher
- Students: Typically 24 per class

Equipment:

- By Owner:
- In Contract:
 - 6 Adjustable Basketball Hoops
 - Removable Volleyball Net
 - Nylon Rolling Divider
 - Scoreboard
 - Shot clocks
 - PA system
 - 200 Seat Retractable Bleacher
 - Pull-up Bar
 - Wall padding
 - 4' x 8' Whiteboard (min.)
 - 4' x 8' Tackboard (min.)

- Project Adventure equipment along short end of gym:
 - Climbing Walls – low and high
 - Two-Line Rope Bridge
 - 6 Climbing Ropes

Furniture:**Needs/Features:**

- Anchor points in floor for volleyball net poles
- Water fountains
- Natural Light

Special Considerations, Systems & Finishes:

- Wood-sprung floors
- Striped for Basketball, Volleyball and Running Loop

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: P.E. OFFICE

Goals/Design Intent/Use of Space: Shared office between Upper and Lower School P.E. Teachers

Size: See summary table

Critical Adjacencies:

- Multi-Purpose Gym
- Locker Rooms
- Fitness Center

Occupants:

- Staff: 2
- Students:

Equipment:

By Owner:

- Computer
- Phone
- Other loose equipment

In Contract:

- 4' x 4' Whiteboard (min.)
- 4' x 4' Tackboard (min.)

Furniture:

- Two Bookshelves – 12 Linear Feet
- Two Filing Cabinets – 4 drawer lateral
- Two Office Chairs
- Two Office Desks with Pedestal Files
- One Office Visitor Chair
- Wastebaskets
- Recycling Bins

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: STORAGE**Goals/Design Intent/Use of Space:**

- Used to store balls, jump ropes, mats, bikes, uniforms, etc.
- May be used by Community School/After School programs

Size: See summary table

Critical Adjacencies:

- To serve both gyms, but should be located more conveniently to Multi-Purpose Gym

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:**Needs/Features:**

- Metal Shelving
- Hooks/Racks
- Bins
- Floor space for carts, bicycles, etc.

Special Considerations, Systems & Finishes:

- Secure
- If located between gyms, may have lockable doors on both sides

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: FITNESS CENTER

Goals/Design Intent/Use of Space:

- Used before, during and after school
- Used by Students and Teachers

Size: See summary table

Critical Adjacencies:

- Staff Changing Room/Shower
- Locker Rooms
- Visibility from Large Gym

Occupants:

- Staff: 1
- Students: 24

Equipment:

- By Owner:
 - Medicine Balls
 - Kettle Balls
- In Contract:
 - 25 machines (stationary bikes, elliptical, treadmill)
 - 8-9 resistance machines
 - Light free weights w/rack
 - Mats
 - 4' x 8' Whiteboard (min.) at mats
 - 4' x 8' Tackboard (min.) at mats

Furniture:

Needs/Features:

- Mat area should be big enough for class stretching, work with medicine balls and kettle balls
- Water fountain

Special Considerations, Systems & Finishes:

- Rubber Floors

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: LOCKER ROOMS**Goals/Design Intent/Use of Space:**

- Separate locker rooms for Girls and Boys - used by Upper School only
- To be used by After School programs as well

Size: See summary table

Critical Adjacencies:

- Multi-Purpose Gym
- Fitness Center
- P.E. Office

Occupants:

- Staff:
- Students: Typically 24 per class

Equipment:

- By Owner:
- In Contract:
 - Mirrors
 - Benches
 - Hairdryers (?)

Furniture:

- Lockers for 20 in each

Needs/Features:

- Counters
- Public Bathroom area should provide cubbies for After School use in lieu of locker rooms

Use district standards for:

- Toilet
- Sink
- Hand dryer/paper towel dispenser
- Toilet paper dispenser
- Soap dispenser
- Sanitary dispensers
- Seat cover dispensers
- Mirror
- Grab bars
- Waste receptacles
- Shower – TBD (Provide shower curtain if installed)

Special Considerations, Systems & Finishes:**Preliminary Educational Technology Requirements (detailed standards to follow):**

- Clock on Central System
- PA

SPACE NAME: STAFF CHANGING ROOM/SHOWER

Goals/Design Intent/Use of Space:

- Used before, during and after school
- For PE, fitness activity and bike commuter use

Size: See summary table

Critical Adjacencies:

- Fitness Center

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

- Lockers

Needs/Features:

- Changing rooms/stalls
- Bench at locker area

Use district standards for:

- Toilet
- Sink
- Shower
- Hand dryer/paper towel dispenser
- Toilet paper dispenser
- Soap dispenser
- Sanitary dispensers
- Seat cover dispensers
- Mirror

- Grab bars
- Waste receptacles

Special Considerations, Systems & Finishes:

Tile floors and walls

Ceiling material that is cleanable using KaiVac (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: SMALL GROUP ROOM**Goals/Design Intent/Use of Space:**

- Student projects and other small group work

Size: See summary table

Critical Adjacencies:

- Within sight lines of information desk

Occupants:

- Staff:
- Students: 4 per room

Equipment:

By Owner:

In Contract:

- 4' x 4' Whiteboard (min.)
- 4' x 4' Tackboard (min.)

Furniture:

- Group table and chairs (Sized between rooms to accommodate LS and US students)

Needs/Features:

- Tackboards for project pin-up

Special Considerations, Systems & Finishes:

- Visual transparency (Glass storefront?)
- Plenty of outlets for devices
- Scale of furniture specific to ages groups in each Small Group Room is key

Preliminary Educational Technology Requirements (detailed standards to follow):

- Network Access/Wireless

SPACE NAME: FLEXIBLE INSTRUCTIONAL SPACE

Goals/Design Intent/Use of Space:

- Learning Commons is Hub of each School
- LS and US share Central Circulation Desk within the Learning Commons, but have separate Flexible Instructional Spaces for the different schools

Size: See summary table

Critical Adjacencies:

- Bathroom adjacent to LS Learning Commons
- Multipurpose Performance Room to LS Learning Commons for LS video/broadcasting

Occupants:

- Staff: 1 per classroom
- Students: 24 students per school

Equipment:

By Owner:

- Computers
- Phone
- Wireless & Mobile Devices (1 Per 2 Students)

In Contract:

- Two 4' x 4' Whiteboard (min.)
- 4' x 4' Tackboard (min.)

Furniture (Upper School Flexible Instructional Space):

- Tables/Desks & chairs
- Shelving/Bookcases
- Teacher's workstation/chair

Furniture (Lower School Flexible Instructional Space):

- Shared Tables (flat) & chairs
- Group circle rugs
- Shelving/Bookcases
- Teacher's workstation/chair

Needs/Features:

- Breakout space within classrooms for small group activities

Special Considerations, Systems & Finishes:

- Monitoring system for security of tech devices
- Visual transparency
- Flexible/reconfigurable spaces
- Plenty of outlets for devices
- Scale of furniture specific to ages groups in each Learning Commons is Key

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: BOOK STACKS**Goals/Design Intent/Use of Space:**

- Display of the book collection

Size: See summary table

Critical Adjacencies:

- Reading Areas
- Information Desk
- Small Group Rooms

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

- Variety of tables and chairs for small and large groups and individual work

Needs/Features:

- 50% physical books, 50% e-books in US stacks; higher % physical books in LS stacks
- Tackboards, Display areas

Special Considerations, Systems & Finishes:

- Monitoring system for security of tech devices
- Visual transparency
- Wireless
- Themed area for younger children
- Scale of furniture specific to ages groups in each Book Stacks is Key

Preliminary Educational Technology Requirements (detailed standards to follow):

- Network Access/Wireless

SPACE NAME: MULTIMEDIA STUDIO

Goals/Design Intent/Use of Space:

- Studio used mostly by students for editing, multi-media, design software

Size: See summary table

Critical Adjacencies:

- Information desk

Occupants:

- Staff: 1
- Students: 24

Equipment:

- By Owner:
 - Computers
 - Electronic/Wireless Devices
 - Cameras
 - Video Equipment
 - Microphones
 - Other loose equipment
- In Contract:

Furniture:

- Variety of tables and chairs for small and large groups and individual work

Needs/Features:

- Audio booth for 4 people, podcasts, music, narration, glassy with darkening
- Alcove for creating media, morning news
- Whiteboards, Tackboards, Display areas
- Shelving

Special Considerations, Systems & Finishes:

- Monitoring system for security of tech devices
- Visual transparency
- Dedicated area for Teachers to learn about Technology (Professional Development)?
- Plenty of outlets for devices
- Scale of furniture specific to ages groups is Key

Preliminary Educational Technology Requirements (detailed standards to follow):

- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: INFORMATION/CENTRAL CIRCULATION**Goals/Design Intent/Use of Space:**

- Central hub of the Lower and Upper School learning commons

Size: See summary table

Critical Adjacencies:

- Book Stacks
- Reading Areas
- Small Group Rooms
- IT Support
- Bathrooms

Occupants:

Staff: 2

Students:

Equipment: (refer to Audiovisual documents for add'l information)

By Owner:

- Computers
- Phone
- 'Help Desk' computer for quick research for students (?)
- Electronic/Wireless Devices
- Cameras
- Video Equipment
- Microphones (to be signed out)

In Contract:

- Information Counter

Furniture:

- Task chairs for circulation desk

Needs/Features:

- Central Circulation Desk
- Tackboards, Display areas
- Signage

Special Considerations, Systems & Finishes:

- Monitoring system for security of tech devices
- Visual transparency
- Secure storage for electronic devices (locate check-out of devices at Circulation Desk)

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: READING

Goals/Design Intent/Use of Space:

- Quiet reading

Size: See summary table

Critical Adjacencies:

- Book Stacks
- Information Desk
- Small Group Rooms

Occupants:

Staff:
Students:

Equipment:

By Owner:

In Contract:

Furniture:

- Variety of tables and chairs for small and large groups and individual work (no carrels)
- Soft seating
- Bookcases
- Shelving
- Podium for lecturers/visiting authors

Needs/Features:

- Tackboards, Display areas
- Rug area for story/circle time in LS Reading area
- Preschool-friendly Reading area in LS Learning Commons

Special Considerations, Systems & Finishes:

- Monitoring system for security of tech devices
- Visual transparency
- Flexible/reconfigurable spaces to accommodate more than one class at a time (moveable shelving)
- Themed areas for younger children
- Plenty of outlets for devices (e-books)
- Scale of furniture specific to ages groups in each Learning Commons is Key

Preliminary Educational Technology Requirements (detailed standards to follow):

- Network Access/Wireless

SPACE NAME: OFFICE**Goals/Design Intent/Use of Space:****Size:** See summary table**Critical Adjacencies:**

- Central Circulation Desk
- Workroom/Storage
- IT Workroom/Office

Occupants:

Staff: 1

Students:

Equipment:

By Owner:

- Computer
- Phone
- Other loose equipment

In Contract:

- 4' x 4' Whiteboard (min.)
- 4' x 4' Tackboard (min.)

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin
- Small meeting table and chairs (3-5 ppl)

Needs/Features:**Special Considerations, Systems & Finishes:****Preliminary Educational Technology Requirements (detailed standards to follow):**

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: WORKROOM/STORAGE

Goals/Design Intent/Use of Space:

- Workroom for staff/faculty
- Secure Storage for field equipment (electronic devices)

Size: See summary table

Critical Adjacencies:

- Central Circulation Desk

Occupants:

- Staff:
- Students:

Equipment: (refer to Audiovisual documents for add'l information)

- By Owner:
 - Copier
 - Laminator
 - Phone
 - Computer
 - Laptop carts
- In Contract:

Furniture:

- Large table for layouts with chairs
- Shelving

Needs/Features:

- Work counters
- Storage for paper, supplies
- Tack board (?)
- Locked cabinets

Special Considerations, Systems & Finishes:

- Monitoring system for security of tech devices
- Plenty of outlets for devices (for charging)

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

6.6

SHARED
RESOURCES

6.6
LEARNING
COMMONS

6.6.9
TELECOMM ROOM

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: TELECOMM ROOM

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Convenient to IT Workroom/Office

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

Furniture:

Needs/Features:

Special Considerations, Systems & Finishes:

- Temperature control
- Secure

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: IT WORKROOM/OFFICE

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Information/Circulation Desk
- Convenient to Telecomm Rooms

Occupants:

Staff: 1
Students:

Equipment:

By Owner: Computer, Phone/Data

In Contract:

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin
- Small meeting table and chairs (3-5 ppl)

Needs/Features:

Special Considerations, Systems & Finishes:

- Monitoring system for security of tech devices
- Wireless
- Plenty of outlets for devices
- Secure

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: RECEPTION/WAITING**Goals/Design Intent/Use of Space:**

- Space should be welcoming and approachable
- Students are more likely to come in if there is some privacy from Main Office area
- Screenings 1x/year for Dental, Vision, Postural – use large common room (privacy and acoustics needed)

Size: See summary table

Critical Adjacencies:

- The suite should be adjacent to (lower school if separated) Main Office with connecting door or in the Community Center portion of the building
- Location should be convenient to Front Door(s) for ease of pick-up
- Janitor's Closet proximate to suite would be ideal

Occupants:

- Staff: 1
- Students: 4

Equipment:

- By Owner:
 - Computer
 - Phone
 - Other loose equipment
- In Contract:
 - Reception Counter

Furniture:

- 3-4 chairs in Waiting Area outside Office
- Task Chair at Reception Counter

Needs/Features:

- Main door into suite to be secure (lockable) so that meds are double-locked within suite
- Eye exams require a clear 22 foot distance from a wall
- Display panel/case that can be viewed by public for notices
- Counter with hand wash sink outside of bathroom
- Locked undercounter refrigerator for medications with freezer unit for ice (under handwash counter)

Special Considerations, Systems & Finishes:

- Glazing between Office and Waiting Area would provide monitoring visibility for staff and allow for private conversations

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: NURSE'S OFFICE

Goals/Design Intent/Use of Space:

- Space should be welcoming and approachable
- Students are more likely to come in if there is some privacy from Main Office area
- Screenings 1x/year for Dental, Vision, Postural – use large common room (privacy and acoustics needed)

Size: See summary table

Critical Adjacencies:

- The suite should be adjacent to (lower school if separated) Main Office with connecting door or in the Community Center portion of the building
- Location should be convenient to Front Door(s) for ease of pick-up
- Janitor's Closet proximate to suite would be ideal

Occupants:

- Staff: 1
- Students:

Equipment:

- By Owner:
 - Computer
 - Phone
 - Other loose equipment
- In Contract:

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- Wastebasket
- Recycling Bin

Needs/Features:

Special Considerations, Systems & Finishes:

- Glazing between the Office and Waiting Area would provide monitoring visibility for staff and allow for private conversations

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Network Access/Wireless

SPACE NAME: BATHROOM**Goals/Design Intent/Use of Space:**

- Located within Suite, for staff and student use

Size: See summary table

Critical Adjacencies:

- Within the Suite

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:
 - Nurse Call Button

Furniture:**Needs/Features:**

- Double-Acting Door

Use district standards for:

- Toilet
- Sink
- Shower (?)
- Hand dryer/paper towel dispenser
- Toilet paper dispenser
- Soap dispenser
- Sanitary dispensers
- Seat cover dispensers
- Mirror
- Grab bars
- Waste receptacles

Special Considerations, Systems & Finishes:

- Tile floors and walls
- Ceiling material that is cleanable using KaiVac (?)

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: REST AREAS

Goals/Design Intent/Use of Space:

- Rest Areas are provided for 15-30 minute treatments (G-tubes, catheters, migraines)

Size: See summary table

Critical Adjacencies:

- Removed from Reception/Waiting area (private)
- Able to be supervised from Nurse's Office

Occupants:

- Staff:
- Students: 1 student per Rest Area bay

Equipment:

- By Owner:
- In Contract:
 - Nurse Call Buttons at each Rest Area bay

Furniture:

- 1 Cot per Rest Area bay

Needs/Features:

- Hard walls along back and sides of Rest Areas
- Cubicle/Privacy curtains along front of each Rest Area bay
- Outlets at each Rest Area bay

Special Considerations, Systems & Finishes:

- Room-darkening ability in Rest Areas

Preliminary Educational Technology Requirements (detailed standards to follow):

- Nurse Call Buttons at each Rest Area bay

SPACE NAME: STORAGE**Goals/Design Intent/Use of Space:**

- Locked dry storage for medications and supplies

Size: See summary table

Critical Adjacencies:

- Within Suite

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

- Metal Shelving

Needs/Features:**Special Considerations, Systems & Finishes:**

- Secure

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: US CHORUS & GENERAL MUSIC

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- US Band & Orchestra
- Instrument Storage
- Auditorium
- Removed from Classrooms

Occupants:

- Staff: 1
- Students: 24

Equipment: (refer to Audiovisual documents for add'l information)

- By Owner:
 - Instruments (inc. piano)
 - Computer
 - Phone
 - Other loose equipment
- In Contract:
 - Sound system
 - One 4' x 8' Tackboard (min)
 - Two 4' x 4' Whiteboards (min) flanking Interactive White Board location.
If no Interactive White Board is to be provided initially locate a third white board as a placeholder.

Furniture:

- Music/choral risers
- Posture chairs (25)
- Conductor podium
- Conductor stand
- Conductor chair
- Bookshelves – adjustable height 24 LF
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Wastebasket
- Recycling Bin
- Music storage
- Music stands

Needs/Features:

Adjacencies & Acoustics are Key
Piano (with adequate space around it)

Special Considerations, Systems & Finishes:

Space for 40 children to sing
Space for movement
Small sound system

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: LS GENERAL MUSIC**Goals/Design Intent/Use of Space:**

- Small and large group music instruction

Size: See summary table

Critical Adjacencies:

- Convenient to or within Lower School wing
- Separate from Upper School

Occupants:

- Staff: 1
- Students: 24

Equipment: (refer to Audiovisual documents for add'l information)

- By Owner:
 - Instruments (inc. piano)
 - Computer
 - Phone
 - Other loose equipment
- In Contract:
 - Sound system
 - One 4' x 8' Tackboard (min)
 - Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.

Furniture:

- Choral risers?
- Posture chairs (25)
- Conductor podium
- Conductor stand
- Conductor chair
- Bookshelves – adjustable height 24 LF
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Wastebasket
- Recycling Bin
- Instrument and music storage

Needs/Features:

- Adjacencies & Acoustics are Key
- Rugs or carpet?

Special Considerations, Systems & Finishes:

- Piano (by others)
- Enough space for 20 children to move around the room

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: INSTRUMENT STORAGE

Goals/Design Intent/Use of Space:

- Shared between US Chorus & General Music and US Band & Orchestra

Size: See summary table

Critical Adjacencies:

- US Chorus & General Music
- US Band & Orchestra
- Practice Rooms

Occupants:

- Staff:
- Students:

Equipment:

By Owner: Instruments

In Contract:

Furniture:

- Instrument Storage system

Needs/Features:

- Shelving
- Vertical storage for large instruments
- Space for music stands, chairs and large instruments
- File or cabinet storage for music
- Secure

Special Considerations, Systems & Finishes:

- Sink?

Preliminary Educational Technology Requirements (detailed standards to follow):

- N/A

SPACE NAME: US BAND & ORCHESTRA**Goals/Design Intent/Use of Space:****Size:** See summary table**Critical Adjacencies:**

- Instrument Storage
- Auditorium
- Removed from Classrooms

Occupants:

- Staff: 1
- Students: 24

Equipment: (refer to Audiovisual documents for add'l information)

- By Owner:
 - Instruments (inc. piano)
 - Computer
 - Phone
 - Other loose equipment
 -
- In Contract:
 - Sound system
 - One 4' x 8' Tackboard (min)
 - Two 4' x 4' Whiteboards (min) flanking Interactive White Board location. If no Interactive White Board is to be provided initially locate a third white board as a placeholder.

Furniture:

- Posture chairs (25)
- Conductor podium
- Conductor stand
- Conductor chair
- Bookshelves – adjustable height 24 LF
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Wastebasket
- Recycling Bin
- Music storage
- Music stands

Needs/Features:

- Adjacencies & Acoustics are Key
- Piano (by others)

Special Considerations, Systems & Finishes:

- Graduated floor (to be used as built-in risers for forty instruments)

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: MULTIPURPOSE PERFORMANCE ROOM

Goals/Design Intent/Use of Space:

- Small performance space/black box/media presentation
- Instrumental rehearsal & practice

Size: See summary table

Critical Adjacencies:

- Auditorium
- Lower School for multimedia production

Occupants:

Staff: 1
Students: 24

Equipment: (refer to Audiovisual documents for add'l information)

- By Owner:
 - Computer
 - Phone
 - Other loose equipment
- In Contract:
 - Curtain track and curtain(s)
 - Sound system
 - Screen
 - One 4' x 8' Tackboard (min)
 - Two 4' x 4' Whiteboards (min) flanking Interactive White Board location.
If no Interactive White Board is to be provided initially locate a third white board as a placeholder.

Furniture:

- Bookshelves – adjustable height 24 LF
- Filing cabinet – 4 drawer vertical
- Teacher desk with pedestal filing
- Teacher chair
- Wastebasket
- Recycling Bin
- Two tables
- Twenty-Four medium Theater blocks
- Music stands
- Stackable chairs

Needs/Features:

- Adjacencies & Acoustics are Key
- Materials storage and costumes/props storage

Special Considerations, Systems & Finishes:

- Space for students to move around
- Drapes/curtains, some lighting

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: VO-TECH LAB**Goals/Design Intent/Use of Space:**

- Program still TBD. Possible subjects could include wood-working, technical drawing, home-economics (tied in w/Food Lab).
- Needs to be secure for equipment and safety (computers, drills/presses).

Size: See summary table

Critical Adjacencies:

- Learning Commons (Multimedia Studio)
- Visual Art (?)
- Auditorium (For Set Design?)
- Food Lab
- Convenient to outdoors (?)

Occupants:

Staff: 1
Students: 24

Equipment:

By Owner: TBD

In Contract: TBD

Furniture:

TBD

Needs/Features:

TBD

Special Considerations, Systems & Finishes:

TBD

Preliminary Educational Technology Requirements (detailed standards to follow):

- Clock on Central System
- Phone with PA and Callback
- Interactive Whiteboard or Flat Screen TV
- Network Access/Wireless
- Document Camera (by owner)
- Mobile devices (by owner)

SPACE NAME: SCHOOL PSYCHOLOGIST OFFICE

Goals/Design Intent/Use of Space:

- Administrative and small meeting space

Size: See summary table

Critical Adjacencies:

- Main Office
- Intern Office

Occupants:

- Staff: 1 FTE
- Students:

Equipment:

- By Owner:
 - Computer
- In Contract:
 - One 4' x 4' Whiteboard
 - One 4' x 4' Tackboard

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- Small Meeting Table
- Three Office Visitor Chair
- One Wastebasket
- One Recycling Bin

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

6.9

SHARED
RESOURCES

6.9
STUDENT
SUPPORT
SERVICES

6.9.2 INTERN OFFICE

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: INTERN OFFICE

Goals/Design Intent/Use of Space:

- Shared office for Psychologist's and Counselor's interns

Size: See summary table

Critical Adjacencies:

- Psychologist Office
- Convenient to Counselor's Offices

Occupants:

- Staff: 3+ interns
- Students:

Equipment:

- By Owner: Computer
- In Contract:
 - One 4' x 4' Whiteboard
 - One 4' x 4' Tackboard
-

Furniture:

- Four Bookshelves – 12 Linear Feet
- Four Filing Cabinets – 4 drawer lateral
- Four Office Chairs
- Four Office Desks with Pedestal Files
- One Office Visitor Chair
- Four Wastebaskets
- Four Recycling Bins

Needs/Features:

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

SPACE NAME: SPEECH THERAPIST OFFICE

Goals/Design Intent/Use of Space:

- Used as combination Office and Speech Therapy Room

Size: See Summary Table

Critical Adjacencies:

- Convenient to both schools

Occupants:

- Staff: 1 FTE
- Students:

Equipment:

- By Owner: Computer
- In Contract:
 - One 4' x 4' Whiteboard
 - One 4' x 4' Tackboard

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- Small Meeting Table
- Three Office Visitor Chairs
- One Wastebasket
- One Recycling Bin

Needs/Features:

Special Considerations, Systems & Finishes:

- Acoustics/Noise Control

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

SPACE NAME: OT/PT OFFICE

Goals/Design Intent/Use of Space: Shared office for Occupational and Physical Therapists

Size: See summary table

Critical Adjacencies:

- OT/PT Movement Rooms
- OT/PT Storage
- Convenient to both schools

Occupants:

- Staff: 2 (half-time)
- Students:

Equipment:

- In Contract:
 - By Owner: Computer
 - One 4' x 4' Whiteboard
 - One 4' x 4' Tackboard
-

Furniture:

- Two Bookshelves – 12 Linear Feet
- Two Filing Cabinets – 4 drawer lateral
- Two Office Chairs
- Two Office Desks with Pedestal Files
- Two Office Visitor Chairs
- Two Wastebaskets
- Two Recycling Bins

Needs/Features:**Special Considerations, Systems & Finishes:****Preliminary Educational Technology Requirements (detailed standards to follow):**

- Phone line
- Network Access

SPACE NAME: OT/PT STORAGE

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Locate between or convenient to both Movement Rooms

Occupants:

Staff:

Students:

Equipment:

By Owner:

In Contract:

Furniture:

Needs/Features:

- Storage (tall built in cabinets for larger equipment, drawer space for smaller items: all lockable)
- Sink and counter top with associated cabinet space (for prep and fine motor utensil work)

Special Considerations, Systems & Finishes:

- Secure

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: ENTRY LOBBY

Goals/Design Intent/Use of Space: Dedicated Entry Lobbies at Upper and Lower Schools

Size: See summary table

Critical Adjacencies:

- Security/Reception
- Main Office(s)
- Public Bathroom
- Drop-off/Pick-up

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

- Benches

Needs/Features:

- Security
- Visibility

Special Considerations, Systems & Finishes:

- Acoustics

Preliminary Educational Technology Requirements (detailed standards to follow):

- Digital Display for Each School
- Potentially location for "Green Touchscreen" tied to building systems

SPACE NAME: SECURITY/RECEPTION

Goals/Design Intent/Use of Space:

Size: See summary table

Critical Adjacencies:

- Entry Lobby
- Main Office(s)
- Drop-off/Pick-up

Occupants:

- Staff: 1
- Students:

Equipment:

- By Owner: Computer, Security Monitoring System
- In Contract:

Furniture:

- One Bookshelf – 12 Linear Feet
- One Filing Cabinet – 4 drawer lateral
- One Office Chair
- One Office Desk with Pedestal File
- One Office Visitor Chair
- One Wastebasket
- One Recycling Bin

Needs/Features:

- Counter w/Window
- Buzzer to unlock entry door(s)
- Security
- Sight lines

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Phone line
- Network Access

SPACE NAME: ENTRY PLAZA**Goals/Design Intent/Use of Space:**

- Student arrival and departure
- Parent congregation before and after school
- Outdoor learning space during school – potential location of school garden

Size: TBD

Critical Adjacencies:

- Main Office for Each School

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:**Needs/Features:**

- Places to sit
- Gate to secure the plaza after hours
- Distinct pathways for Lower school and Upper School students to their entrance
- Some acoustical separation from adjacent indoor learning spaces

Special Considerations, Systems & Finishes:**Preliminary Educational Technology Requirements (detailed standards to follow):**

- Network Access?

SPACE NAME: GRASSY PLAYSPACE

Goals/Design Intent/Use of Space:

- Provide open, flexible space for general use enclosed by Running Loop/Track around perimeter

Size: TBD

Critical Adjacencies:

- Proximate to/easily accessible from Gyms

Occupants:

- Staff: 1
- Students: 24

Equipment:

- By Owner:
- In Contract:
 - Synthetic turf?

Furniture:

Needs/Features:

- Grass/Turf
- Hardtop Running Loop

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: HARDSCAPE PLAYSPACE

Goals/Design Intent/Use of Space: Provide open, flexible space for general use as well as dedicated areas for Foursquare and Hopscotch

Size: TBD

Critical Adjacencies:

- Proximate to/easily accessible from Gyms

Occupants:

- Staff: 1
- Students: 24

Equipment:

- By Owner:
- In Contract:

Furniture:**Needs/Features:**

- Adjustable eight basketball hoops?

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: BASKETBALL COURT

Goals/Design Intent/Use of Space:

Size: 84' long x 50' wide (high school-sized if possible)

Critical Adjacencies:

- Proximate to/easily accessible from Gyms

Occupants:

- Staff:
- Students:

Equipment:

- By Owner:
- In Contract:

Furniture:

- Benches at sidelines (secured to ground)

Needs/Features:

- All lines on the court are 2 inches thick.
- The center circle is 12 feet in diameter.
- The three-point line in high school is 19' 9" from the basket.
- The basket is 4 - 6 feet from the baseline.
- The free throw line is 15 feet from the backboard.
- The free throw line is 19 feet from the baseline.
- The free throw line is 13 feet from the front of the rim.
- The basket is 18 inches in diameter and is positioned 6 inches from the backboard.
- The basket is 10 feet off the ground.
- The free throw lane is 12 feet wide.
- The three-point arc straightens out 5 feet from the baseline.
- The backboard is typically 6 feet wide by 3.5 - 4 feet high.
- The box on the backboard measures 24 inches wide by 18 inches high.

Adjustable Basket Height:

- Age 6 to 9 years old - Basket height of 8 feet.
- Age 10 to 12 years old - Basket height of 9 feet.
- Age 13 and older - Basket height of 10 feet.

Special Considerations, Systems & Finishes:

- Adjustable baskets to accommodate different age groups

Preliminary Educational Technology Requirements (detailed standards to follow):

SPACE NAME: COMMUNITY PLAYGROUND/PLAY STRUCTURES**Goals/Design Intent/Use of Space:****Size:****Critical Adjacencies:**

- Lower School

Occupants:

- Staff: 1
- Students: 24

Equipment:

- By Owner:
- In Contract:
 - Play structures like existing
 - Safety play surface

Furniture:**Needs/Features:****Special Considerations, Systems & Finishes:****Preliminary Educational Technology Requirements (detailed standards to follow):**

SPACE NAME: PRESCHOOL PLAYSPACE

Goals/Design Intent/Use of Space: Dedicated Playspace - serves both Preschool classrooms

Size: NAEYC requires 75 SF per child who is outside at any one time

Critical Adjacencies:

Occupants:

- Staff: 2
- Students: 20

Equipment:

- By Owner:
- In Contract:

Furniture:

Needs/Features:

- Required to have both shaded and sunny areas
- Fully-enclosed (secure) with gate and 4'H fence
- Need playground storage for tricycles, wagons
- Ability to access water for planters

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

6.11

SHARED
RESOURCES

6.11
OUTDOOR
SPACES

6.11.7 OUTDOOR EATING AREA

MARTIN LUTHER KING, JR. SCHOOL
CONSTRUCTION PROJECT

SPACE NAME: OUTDOOR EATING AREA

Goals/Design Intent/Use of Space:

- Outdoor dining
- Outdoor extension of classroom
- Meeting space for use of the garden

Size: TBD

Critical Adjacencies:

- Cafeteria/Dining
- School Garden

Occupants:

- Staff: TBD
- Students: TBD

Equipment:

- By Owner:
- In Contract:

Furniture:

Needs/Features:

- Table and chairs (loose or fixed)

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Network Access

SPACE NAME: OUTDOOR CLASSROOM

Goals/Design Intent/Use of Space:

- Place for classes to gather outdoors

Size: TBD

Critical Adjacencies:

Occupants:

- Staff: 1 to 2
- Students: 24

Equipment:

- By Owner:
- In Contract:

Furniture:

Needs/Features:

- Places to sit as a group and discuss (circular configuration like campfire?)
- Chalkboard
- Shade

Special Considerations, Systems & Finishes:

Preliminary Educational Technology Requirements (detailed standards to follow):

- Network Access

SPACE NAME: SCHOOL GARDEN**Goals/Design Intent/Use of Space:**

- Used by Classrooms, Kitchen Staff, school community, parents, faculty – Ownership of the garden by all

Size: Similar to existing

Critical Adjacencies:

- Adjacent to Cafeteria/Dining/Outdoor Eating Area
- Easily accessible from Kitchen/Kitchen Staff
- Food Lab
- Proximate to LS
- Visible from Library
- Visual Connection to Learning Commons

Occupants:

- Staff: 1 to 2
- Students: 24

Equipment:

- By Owner:
- In Contract:

Furniture:

- Do not allocate too much space to seating, dining is separate

Needs/Features:

- Within a Courtyard is preferred if possible
- Gateway establishing the Entrance
- Current size of MLK garden is OK
- ADA accessibility (Special needs learners, ramps, sensory opportunities)
- Stations (Dissecting, Journaling, Harvesting/Gardening, other)
- Sink, hose and outlets outside

Special Considerations, Systems & Finishes:

- Visual consistency w/other gardens (raised beds with cedar posts, compass sun flower, shallow sheds for tools, hydrant)
- Fruit trees small orchard outside of garden? – apples, apricot, plum, cherries

Preliminary Educational Technology Requirements (detailed standards to follow):

- Network Access



APPENDIX A
B
C

FOCUS GROUPS PARTICIPANTS LIST

Michael Black, City of Cambridge - Construction Project Manager
Brendon Roy, City of Cambridge – Assistant Construction Project Manager
Carolyn Turk, Cambridge Public School District (CPSD) - Deputy Superintendent
Jim Maloney, CPSD - Chief Operations Officer
Dana Ham, CPSD - Director of Facilities
Joanne Johnson, CPSD - Assistant to COO
Frank Geary, CPSD - Construction Project Manager
Claire Spinner, CPSD – Chief Financial Officer
Gerald Yung, Martin Luther King, Jr. School - Principal (Lower School)
Mirko Chardin, Martin Luther King, Jr. School - Principal (Upper School)
Sean O’Donnell, Perkins Eastman
Jana Silsby, Perkins Eastman
Jill Garzik, Perkins Eastman

Cambridge Public Health Department, Cambridge Health Alliance:

Barbara Meade, City of Cambridge - Clinic Manager, School Health

City of Cambridge Human Services - Preschool and After School Programs:

Ellen Semonoff, City of Cambridge - Assitant City Manager
Lei Anne Ellis, City of Cambridge - Dept. of Human Services Programs (DHSP), Childcare
Roslyn Shoy, City of Cambridge - DHSP, Program Manager
Michelle Farnum, City of Cambridge - DHSP, Youth Programs
Eileen Keegan Bongiorno, City of Cambridge - DHSP, Community School
Catherine Park, Martin Luther King, Jr. School - Director
Yolande Goode, City of Cambridge - Preschool Manager
Laurie Fletcher, Martin Luther King, Jr. School – Preschool

City of Cambridge, Out of School Time Initiative:

Khari Milner, CPSD - Learning Partnerships Director
Susan Richards, City of Cambridge - Agenda for Children

CitySprouts:

Jane Hirschi, CitySprouts
Food Services:
Mellissa Honeywood, CPSD - Food Services Director

Anthony Grein, CPSD - Asst. Food Services Director
Lorraine Gomes, CPSD - Head of Kitchen
Dawn Olcott, Cambridge Public Health Dept (CPHD) - School Health
John Sousa, Crabtree McGrath - Food Facilities Planners
Bill Maidment, Crabtree McGrath - Food Facilities Planners

Health and Physical Education:

Chris Aufiero, CPSD - Health & Physical Education Coordinator

ICTS Dept. - Information, Communication & Technology Services:

Steve Smith, CPSD - CPS Chief Information Officer
Kevin Keegan, CPSD - Technical Service Manager
Gina Roughton, CPSD - Asst. Dir. Ed. Tech
Margorie Berger, CPSD - Asst. Dir. Library Media
Maryann MacDonald, CPSD - Exec. Director of Student Achievement/Accountability
Ginny Berkowitz, CPSD - CPS Media Arts Studio
Wayne Cornell, Acentech

King School Teachers, Grades K-5 (Lower School):

Etta Gaudet, Martin Luther King, Jr. School - Special Educator
Cheryl Green, Martin Luther King, Jr. School - School Psychologist
Brooke Macintosh, Martin Luther King, Jr. School - JK/K Teacher
Carol Basile, Martin Luther King, Jr. School - Kindergarten Teacher
Kelly Langan, Martin Luther King, Jr. School - Grade 3 Teacher
Linda Galante, Martin Luther King, Jr. School - Grade 1 Teacher
Christine Fetter, Martin Luther King, Jr. School - Grade 4 Teacher
Sarah Healy, Martin Luther King, Jr. School - Grade 5 Teacher

Maintenance:

Pat Donovan, CPSD - Sr. Custodian
Office of Special Education:
Jean Spera, CPSD - Office of Special Education
Richard Whitehead, CPSD - Office of Special Education
Aida Ramos, CPSD - Office of Special Education

Plant Maintenance:

Rob Smith, CPSD - Electrical
 Christopher Daniels, Electrical
 William Tinker, CPSD - Electrical
 William DiBiase, CPSD - Electrical
 Benjamin Tavares, CPSD - Plumbing
 Ron Heim, CPSD - Plumbing
 Sergio Pace, CPSD - HVAC
 Joe Lombardo, CPSD - HVAC
 Frank Dodge, AKF Group
 Dennis Dyer, AKF Group
 Peter Reilly, AKF Group

SAA - Student Achievement & Accountability:

Barbara Van Sickle, CPSD - Exec. Director of Curriculum & P.D.
 Mark Healy, Martin Luther King, Jr. School - Math Coordinator
 Wendell Bourne, CPSD - History/Social Studies Coordinator
 Janice Tingle, CPSD - ELA Coordinator
 Latrice Bates, CPSD - ELA Teacher
 Carol Worsham, CPSD - ELA & Social Studies Teacher
 Kelly Rowan, CPSD - 6th Grade Math
 Tracey Gordon, CPSD - 7/8 Grade Social Studies

Safety & Security:

John Silva, CPSD - Director of Safety & Security
 Pat Carello, CPSD - Safety & Security

Science Department:

Lisa Scolaro, Martin Luther King, Jr. School - Science Coordinator

Traffic & Transportation:

Rick Riley, City of Cambridge - Cambridge Police
 Chuck Winitzer, Eastern Bus Co.
 Tina Fisher, CPSD - Transportation
 Fayssal Husseini, Nitsch Engineering

Visual and Performing Arts:

Elaine Koury, CPSD - Coordinator for Visual and Performing Arts

Space Needs Survey' Respondents:

(Note: Those in RED are also Focus Group Participants)

Kelly Langan, Martin Luther King, Jr. School - Grade 3 Teacher
 Sarah Healy, Martin Luther King, Jr. School - Grade 5 Teacher
 Lisa Scolaro, Martin Luther King, Jr. School - Science Coordinator
 Chris Aufiero, CPSD - Health & Physical Education Coordinator
 Gina Roughton, CPSD - Asst. Dir. Ed. Tech
 Margorie Berger, CPSD - Asst. Dir. Library Media
 Lei Anne Ellis, City of Cambridge - Dept. of Human Services Programs (DHSP), Childcare
 Eileen Keegan Bongiorno, City of Cambridge - DHSP, Community School
 Jane Hirschi, CitySprouts
 Tori Corpas, CPSD - Kindergarten Teacher
 Sarah Healey, Martin Luther King, Jr. School - Grade 2 Teacher
 Jennifer Orr, Martin Luther King, Jr. School - Grade 2 Teacher
 Summer Thompson, CPSD – Grade 3 Teacher
 Beverly Jacobs, Martin Luther King, Jr. School - Grades 6, 7, 8 Math
 Katie Angis, Morse School - Science Department
 Emily Murphy, CPSD - ESL Sabina Gyory, CPSD – OSE, Speech Language Specialist
 Christine DeAmbrose, CPSD - Special Education and General Education
 Carol Gavin, CPSD - Special Education
 Kim DeAndrade, CPSD - Health & Physical Education
 David Richardson, CPSD - Health & Physical Education
 Jack Reardon, CPSD - King School Health & Physical Education
 Teresa Walker, CPSD - ICTS (Computer Lab)
 Alyssa Osiecki, CPSD - Visual and Performing Arts, Drama
 Steven Mossberg, CPSD - Visual and Performing Arts, Music/Chorus
 Deborah Greene, CPSD - Visual and Performing Arts, Music
 Murray Tripp, CPSD - Visual and Performing Arts, Music

In addition 37 parents responded to a survey eliciting their input.

SCHEDULING ANALYSIS

As requested I revised the scheduling options created for Martin Luther King K-8 School to add elective times for students in grades 6-8 in the 6-day rotation and the 4-day rotation. These changes are shown on Tab 3 “Master Idea #1 6-day ES Rev” and Tab 4 “Master Idea #1 4-day ES Rev” in the accompanying Excel workbook.

In the 6-day rotation students in grades 6-8 would take quarters* of drama, general music, technology, and art. These classes would meet two days every 6-day rotation. Each class thus would meet 15 times. I show these exploratory classes meeting on Days 1 and 4. Thus four days are left in the cycle and could be devoted to two different electives, one meeting on Days 2, and 5 and a second meeting Days 3 and 6. Each elective class would meet 60 times per year. The drama, general music, technology, and art instructors also could teach these classes. In addition the band instructor might come to the school on Days 2 and 5, while the orchestra director came Days 3 and 6 using the same large group space.

In the 4-day rotation students in grades 6-8 would take quarters of drama, general music, technology, and art. These classes would meet two days every 4-day rotation. Each class thus would meet 22.5 times. I show these exploratory classes meeting on Days 1 and 3. Thus two days are left in the cycle and could be devoted to two different electives, one meeting on Day 2 and a second meeting on Day 4. Each elective class would meet 45 times per year. The drama, general music, technology, and art instructors also could teach these classes. In addition the band instructor might come to the school on Day 2, while the orchestra director came Day 4 using the same large group space.

Figure 3rev. Middle School Core and Encore

SUBJECT	X6	PERIOD	MINS PER 6 DAY CYCLE	X180	HRS YEAR
LA	6	50	300	180	150
MATH	6	50	300	180	150
SC	6	50	300	180	150
SS	6	50	300	180	150
IE	6	30	180	180	90
PE	3	40	120	90	60
WL	3	40	120	90	60
ELECT. 1	2	40	80	60	40
ELECT. 2	2	40	80	60	40
MUSIC	2	40	80	15	10
IT	2	40	80	15	10
ART	2	40	80	15	10
DRAMA	2	40	80	15	10

As an alternative I might consider allowing grade six students only one elective (to make room for instrumental music) which would allow more time in drama, art, general music and technology for the initial exposure to these classes in grades 6-8. These classes thus would meet four times per cycle for a quarter or 30 times each annually.

In summary the sample program described provides the following in Grades 6-8 for both the 6-and 4-day rotations in Figures 3rev and Figure 4.

*By the way I used quarters of four subjects to divide the expected enrollment of 80 into four groups at each grade level. If CPSD were comfortable with classes of 26-27 these subjects, one could be removed and trimesters offered in the remaining three.

Respectfully submitted,

Michael D. Rettig
School Scheduling Associates, LLC

Note: Please refer to Volume 3 - Appendices, Section 10 for the complete Detailed Scheduling Analysis.

Figure 4. Middle School Core and Encore

SUBJECT	X6	PERIOD	MINS PER 4 DAY CYCLE	X180	HRS YEAR
LA	6	50	200	180	150
MATH	6	50	200	180	150
SC	6	50	200	180	150
SS	6	50	200	180	150
IE	6	30	120	180	90
PE	3	40	120	90	60
WL	3	40	120	90	60
ELECT. 1	1	40	80	45	30
ELECT. 2	1	40	80	45	30
MUSIC	2	40	80	22.5	15
IT	2	40	80	22.5	15
ART	2	40	80	22.5	15
DRAMA	2	40	80	22.5	15



STAFFING AND ENROLLMENT PROJECTIONS

HOME ROOMS	K ENROLL	K TEACHERS	1ST ENROLL	1ST TEACHERS	2ND ENROLL	2ND TEACHERS	3RD ENROLL	3RD TEACHERS	4TH ENROLL	4TH TEACHERS	5TH ENROLL	5TH TEACHERS	6TH ENROLL	6TH TEACHERS	7TH ENROLL	7TH TEACHERS	8TH ENROLL	8TH TEACHERS
KING SCHOOL	80	4	48	2	48	2	48	2	44	2	44	2						
PUTNAM AVE UPPER SCHOOL													88	4	88	4	88	4

Note: Enrollment is target enrollment for each grade.

SPECIALISTS	PE	ART	MUSIC	GUIDANCE	COM-PUTER	MEDIA	WLD LANG	DRAMA	SPED	ESL	READ	INSTRMT'L MUSIC	AIDES	INST COACH
KING SCHOOL	1	0	0	1	1	1	1		5	1	1	3 itinerant	6	2
PUTNAM AVE UPPER SCHOOL	1	1	1	1	1	1	2	0	11	0	0	2		2

Note: Enrollment is target enrollment for each grade.

Music Modified in Meeting with CPS

*Instrumental team of four is itinerant

ADMINISTRATIVE TEAM	PRINCIPAL	ASSISTANT	FAMILY LIAISON	CLERK
KING SCHOOL	1	1	1	1
PUTNAM AVE UPPER SCHOOL	1	1	1	1



**APPENDIX C –
STAFFING AND
ENROLLMENT PROJECTIONS**

SCHOOL STAFFING

Martin Luther King, Jr. School	71
King Amigos School	62
Total	133

SCHOOL STUDENT ENROLLMENT FOR THE 11-12 SCHOOL YEAR:	
Martin Luther King, Jr. School	294
King Amigos School	334
Total	628

DEPARTMENT OF HUMAN SERVICES STUDENT ENROLLMENT (NOT INCLUDING COMMUNITY SCHOOL PARTICIPATION):	
Preschool	34
After School	38
Total	72

DEPARTMENT OF HUMAN SERVICES STAFFING (NOT INCLUDING COMMUNITY SCHOOL PARTICIPATION):	
Staff	14



City of Cambridge

Perkins Eastman