

Programming
and
Space Needs Assessment

East Lyme Public Schools
East Lyme, CT

June 12, 2014

Prepared by

J H I
JACUNSKI HUMES
ARCHITECTS, LLC
15 MASSIRIO DRIVE SUITE 101
BERLIN, CONNECTICUT
860-828-9221 FAX 860-828-9223
www.jharchitects.net

Programming and Space Needs Assessment

East Lyme Public Schools
East Lyme, CT

| Table of Contents | Page Number |
|--|--------------------|
| GENERAL INFORMATION | 2 |
| SPACE NEEDS ASSESSMENT | |
| 1. Entrances | 3 |
| 2. General Office | 3 |
| 3. Community Room | 4 |
| 4. Nurse Suite | 5 |
| 5. Psychologist | 6 |
| 6. Social Worker | 6 |
| 7. Faculty Rooms | 6 |
| 8. Cafeteria | 7 |
| 9. Pre K Classrooms | 8 |
| 10. Kindergarten Classrooms | 8 |
| 11. First Grade Classrooms | 9 |
| 12. Second Grade Classrooms | 10 |
| 13. Third Grade Classrooms | 10 |
| 14. Fourth Grade Classrooms | 11 |
| 15. Science Project Rooms | 12 |
| 16. Media Center | 12 |
| 17. Computer Classroom | 14 |
| 18. Music Program | 14 |
| 19. Art Program | 15 |
| 20. Reading Recovery | 16 |
| 21. Literacy Center | 17 |
| 22. Speech | 17 |
| 23. Special Education / Resource Rooms | 17 |
| 24. Therapeutic / Behavioral Room | 18 |
| 25. O.T. / P.T. | 19 |
| 26. Physical Education Program | 19 |
| 27. Custodial Services | 20 |
| 28. Toilet Facilities | 21 |
| 29. Mechanical | 21 |
| EXTERIOR CONSIDERATIONS | 23 |

GENERAL INFORMATION

Date: June 12, 2014

Name: East Lyme Public Schools

Address: 165 Boston Post Road
East Lyme, CT 06333

Telephone No.: 860-739-3966

Primary Contact: Dr. James D. Lombardo, Superintendent of Schools
Mr. Brian Reas, Assistant Superintendent
Ms. Linda Anania, Principal, Flanders Elementary School
Dr. David Miko, Principal, Haynes Elementary School
Ms. Melissa DeLoreto, Principal, Niantic Center Elementary School
Mr. Don Meltabarger, Director of Business

Total Proposed Building Area: ± 75,000 sq. ft. (2 School Concept)

Proposed Enrollment: per school = 434 - K-4

SPACE NEEDS ASSESSMENT

1. ENTRANCES

A. Vestibules

- 1) Air-lock vestibules at main entry and other frequently used entrances.
- 2) Walk off mats, surface carpet type [roll up mats serviced by vendors]

B. All Entrances

- 1) Main entrance well defined and open to public. This shall be the main visitor entrance used for all regular business and will generally be open during regular school hours and monitored by the General Office. The main entrance should be visible from vehicular approach to the building and the pedestrian path from parking areas to entrance well marked by landscape features such as paved walkways, plantings, lighting and/or signage. Fire alarm annunciator panel located in lobby area.
- 2) Secondary entrances with security features, monitored with electronic locking system, generally locked to prevent unauthorized entrance. These secondary entrances are used by student ingress/egress for entrance into the building from bus loading areas, parent drop-off/pick-up areas, access to outdoor recess areas, and emergency egress. In general, these secondary entrances should be actively monitored by an adult presence for security during their use.

C. Lobby

- 1) Full visibility from general office
- 2) Parent gathering area
- 3) Waiting area for six (6) seated and standing room for additional visitors
- 4) Hard flooring
- 5) Tackable wall surface
- 6) Building directory
- 7) Fire Alarm Annunciator panel
- 8) Drinking fountain
- 9) Public toilets
- 10) Walk off mats

2. GENERAL OFFICE

A. Main Office

- 1) Visual interaction with main entrance and lobby area for security monitoring.
- 2) Views to vehicular approach and parking areas.
- 3) Central location at main entrance for obvious and easy public access.
- 4) Direct access from front counter area to work room
- 5) Walk-up counter
- 6) Forms storage

- 7) Open plan workstations for two (2) staff
- 8) Small coat closet
- 9) Master telephone station
- 10) Communications closet for clock/PA system
- 11) Head-end for Telephone/Intercom System
- 12) Fire alarm control panel
- 13) Security system controls and monitoring

B. Waiting Area

- 1) Parent registration area, seated work area, counters or table for two persons
- 2) Small coat closet for visitors
- 3) Area for parent gathering in lobby

C. Work Area

- 1) Direct access from front counter area
- 2) Supply Closet for storage of office equipment/supplies
- 3) Networked copier
- 4) Fax
- 5) Mail sorting and distribution
- 6) Teacher mailboxes
- 7) Tackable wall surface

D. Principal

- 1) Office workstation for one (1)
- 2) Coat closet
- 3) Clock/PA System
- 4) Space for four (4) visitors, small conference table and chairs
- 5) Indirect access to toilet
- 6) Direct access to conference room

E. Conference Room

- 1) Conference room for twelve (12)
- 2) Clock/PA System
- 3) Direct access to Principal's Offices
- 4) Access to corridor for public

F. Toilet Room

- 1) Male / Female (unisex & accessible) for adult use

3. **COMMUNITY ROOM**

A. Conference room for community use during school regular and off hours

- (a) Proximity to main entrance, accessible from lobby
- (b) Vinyl flooring

- 2) 1 small sink and counter space with base and wall cabinet storage
- 3) Lockable storage for equipment and materials
- 4) Clock/PA System – telephone access to outside line
- 5) Voice/Data/Video access

4. *NURSE SUITE*

A. Location

- 1) Direct access to Main Office
- 2) Near main entrance
- 3) Size doors for gurney access

B. Nurse Office

- 1) Desk workstation for one (1)
- 2) Lockable file cabinets
- 3) Clock/PA System
- 4) Access to outside telephone lines
- 5) Direct access to exterior

C. Waiting Area

- 1) Waiting area for six (6) students
- 2) Clock/PA System
- 3) TV monitor
- 4) Bookshelves

D. Cot Area

- 1) Two (2) cot positions
- 2) Cubicle curtains, two track
- 3) Visual supervision from nurse workstation
- 4) Zoned lighting to darken cot area

E. Exam Room

- 1) Large Sink and base storage cabinets
- 2) Emergency eyewash
- 3) Under-counter refrigerator
- 4) Microwave oven
- 5) Wall hung cabinets
- 6) Audiology exam area
- 7) Twenty (20) foot eye exam chart area
- 8) Double locking of medicine cabinets
- 9) Ample electrical outlets
- 10) Clock/PA System

F. Toilet Room

- 1) Handicap accessible toilet room
- 2) Call for aid assistance alarm
- 3) Floor drain

5. ***PSYCHOLOGIST***

A. Location

- 1) Confidentiality, isolation from school main entrance
- 2) Acoustic isolation

B. Psychologist Office

- 1) Space for two (2) staff members with space for meeting with parents
- 2) Desk with computer for staff
- 3) Space for file cabinets
- 4) Eight (8) students in tables and chairs
- 5) Casework storage with closet, half open / closed shelves
- 6) Coat closet
- 7) Clock/PA System

6. ***SOCIAL WORKER***

A. Location

- 1) Confidentiality, isolation from school main entrance
- 2) Acoustic isolation

B. Social Worker Office

- 1) Space for two (2) staff members with space for meeting with parents
- 2) Desk with computer for staff
- 3) Space for file cabinets
- 4) Tables and chairs
- 5) Casework storage with closet, half open / closed shelves
- 6) Coat Closet
- 7) Clock/PA System

7. ***FACULTY ROOMS***

A. Location

- 1) Locate Faculty Workroom away from General Office, central to classroom area
- 2) Faculty Lounge should be near the Cafeteria for convenience

B. Faculty Lounge

- 1) Seating for twenty four (24)
- 2) Large sink

- 3) Large capacity refrigerator
- 4) Two microwaves (2)
- 5) Area for vending machine(s)
- 6) Clock/PA System
- 7) Access to faculty toilet facilities

C. Faculty Workroom

- 1) Accessible for the twelve (12) staff at one time
- 2) One (1) workroom per grade level
- 3) Work counter area for collating
- 4) Room to serve as faculty copy center, networked copier
- 5) Supply storage
- 6) Fax machine
- 7) Clock/PA System
- 8) Teacher desks and chairs
- 9) Mailboxes

8. **CAFETERIA**

A. Location

- 1) Centrally located to minimize student travel time
- 2) Accessible to public for after hours use

B. Cafeteria Dining and Servery

- 1) Four hundred Sixty (434) students, lunch waves TBD.
- 2) Designated Kindergarten seating area, smaller furniture
- 3) Enhanced acoustics to reduce sound levels
- 4) Servery queuing to accommodate 2 lines to minimize serving time
- 5) Computer conduit and electrical at two (2) portable cashier stations
- 6) Independent sound system, microphone PA hook-up
- 7) Waste collection area for disposables
- 8) Recycling collection area
- 9) Clock/PA System
- 10) Video connections for TV monitor
- 11) Emergency call station
- 12) Vinyl flooring
- 13) Washable wall surface

C. Kitchen

- 1) Full service prepared meals.
- 2) Food preparation area (equipment list to be prepared by specialty consultant)
- 3) Dry food storage
- 4) Walk-in freezer/cooler
- 5) Receiving area

- 6) Food service director's office (view to prep area) with Voice/Data/Video access and Clock/PA System
- 7) Kitchen staff toilets and locker area
- 8) Waste storage/cleaning area
- 9) Mop room
- 10) Dishwashing
- 11) Recycling collection and storage area
- 12) Ceramic tile flooring
- 13) Washable wall surface
- 14) Washable ceiling
- 15) Hand wash sinks in food prep areas

9. ***PRE K CLASSROOMS***

A. Location

- 1) Access to contained play area
- 2) Isolated from upper grades

B. Kindergarten Classrooms

- 1) TBD

10. ***KINDERGARTEN CLASSROOMS***

A. Location

- 1) Access to contained play area
- 2) Isolated from upper grades

B. Kindergarten Classrooms

- 1) Four (4) large classrooms required
- 2) Sized for twenty two (22) children in each area
- 3) Student tables with chairs sized for Kindergarten (number of tables & chairs to be determined)
- 4) Clock/PA System
- 5) Voice/Data/Video access
- 6) Small refrigerator and microwave
- 7) Large craft sink for washing
- 8) Small sink for students (faucet with sensors)
- 9) Drinking fountain at sink
- 10) Teacher's wardrobe closet
- 11) Supply closet
- 12) Partitioned space for time-outs
- 13) "Art Gallery" area
- 14) Door leading directly to exterior
- 15) Flooring to be VCTT (Vinyl Cushion Tufted Textile)

- 16) Student toilet rooms with two (2) fixtures, two (2) sinks per classroom [child size fixtures].
- 17) Tackable wall surfaces
- 18) Bookshelving
- 19) Room darkening with roller type window shades
- 20) Projection screen [electronic display board (Smartboard) with connectivity to teacher station]
- 21) Separate coat area / cubbies for students
- 22) Lockable storage cabinets
- 23) Ample electrical outlets
- 24) Acoustic enhancement within rooms
- 25) Dimmable and zoned lighting
- 26) Space for 3 student use computers
- 27) Ample natural lighting

C. Miscellaneous

- 1) Teachers desk area
- 2) Hand washing sink with storage for towels and waste
- 3) Soap and towel dispensers
- 4) Door hardware to allow locking from inside room

11. ***FIRST GRADE CLASSROOMS***

A. Classrooms

- 1) Four (4) classrooms required
- 2) Classrooms sized for twenty four (22) students
- 3) Cubicle storage (cubbies) for twenty four (22) students
- 4) Teacher wardrobe or closet
- 5) Tall storage cabinet
- 6) Clock/PA System
- 7) Voice/Data/Video access
- 8) Internet access for bank of 4 computers
- 9) Coat room within classroom
- 10) Arts and crafts storage
- 11) Sink within classroom, with drinking fountain
- 12) Student tables with chairs
- 13) Base and wall cabinets, some lockable
- 14) Tackable wall surfaces
- 15) Room darkening with roller type window shades
- 16) Ample natural lighting
- 17) Flooring to be VCTT (Vinyl Cushion Tufted Textile)
- 18) Ceiling projector
- 19) Acoustic enhancement within rooms
- 20) Ample electrical outlets
- 21) Direct access to toilet facilities

B. Miscellaneous

- 1) Teachers desk area
- 2) Hand washing sink with storage for towels and waste
- 3) Soap and towel dispensers
- 4) Adjacent classrooms should be connected with doors
- 5) Door hardware to allow locking from inside room

12. SECOND GRADE CLASSROOMS

A. Classrooms

- 1) Four (4) classrooms required
- 2) Classrooms sized for twenty four (22) students
- 3) Cubicle storage (cubbies) for twenty four (22) students
- 4) Teacher wardrobe or closet
- 5) Tall storage cabinet
- 6) Clock/PA System
- 7) Voice/Data/Video access
- 8) Internet access for bank of 4 computers
- 9) Coat room within classroom
- 10) Arts and crafts storage
- 11) Sink within classroom, with drinking fountain
- 12) Student tables with chairs
- 13) Base and wall cabinets, some lockable
- 14) Tackable wall surfaces
- 15) Room darkening with roller type window shades
- 16) Ample natural lighting
- 17) Flooring to be VCTT (Vinyl Cushion Tufted Textile)
- 18) Ceiling projector
- 19) Acoustic enhancement within rooms
- 20) Ample electrical outlets
- 21) Direct access to toilet facilities

B. Miscellaneous

- 1) Teachers desk area
- 2) Hand washing sink with storage for towels and waste
- 3) Soap and towel dispensers
- 4) Adjacent classrooms should be connected with doors
- 5) Door hardware to allow locking from inside room

13. THIRD GRADE CLASSROOMS

A. Classrooms

- 1) Four (4) classrooms required

- 2) Classrooms sized for twenty four (22) students
- 3) Lockers for twenty four (22) students
- 4) Teacher wardrobe or closet
- 5) Tall storage cabinet
- 6) Clock/PA System
- 7) Voice/Data/Video access
- 8) Internet access for bank of 4 computers
- 9) Coat room within classroom
- 10) Arts and crafts storage
- 11) Sink within classroom, with drinking fountain
- 12) Student tables with chairs
- 13) Base and wall cabinets, some lockable
- 14) Tackable wall surfaces
- 15) Room darkening with roller type window shades
- 16) Ample natural lighting
- 17) Flooring to be VCTT (Vinyl Cushion Tufted Textile)
- 18) Ceiling projector
- 19) Acoustic enhancement within rooms
- 20) Ample electrical outlets
- 21) Direct access to toilet facilities

B. Miscellaneous

- 1) Teachers desk area
- 2) Hand washing sink with storage for towels and waste
- 3) Soap and towel dispensers
- 4) Adjacent classrooms should be connected with doors
- 5) Door hardware to allow locking from inside room

14. *FOURTH GRADE CLASSROOMS*

A. Classrooms

- 1) Four (4) classrooms required
- 2) Classrooms sized for twenty four (22) students
- 3) Lockers for twenty four (22) students
- 4) Teacher wardrobe or closet
- 5) Tall storage cabinet
- 6) Clock/PA System
- 7) Voice/Data/Video access
- 8) Internet access for bank of 4 computers
- 9) Coat room within classroom
- 10) Arts and crafts storage
- 11) Sink within classroom, with drinking fountain
- 12) Student tables with chairs
- 13) Base and wall cabinets, some lockable
- 14) Tackable wall surfaces
- 15) Room darkening with roller type window shades

- 16) Ample natural lighting
- 17) Flooring to be VCTT (Vinyl Cushion Tufted Textile)
- 18) Ceiling projector
- 19) Acoustic enhancement within rooms
- 20) Ample electrical outlets
- 21) Direct access to toilet facilities

B. Miscellaneous

- 1) Teachers desk area
- 2) Hand washing sink with storage for towels and waste
- 3) Soap and towel dispensers
- 4) Adjacent classrooms should be connected with doors
- 5) Door hardware to allow locking from inside room

15. *SCIENCE PROJECT ROOMS*

A. Science Project Room (Grades 3 and 4)

- 1) Twenty-two (22) students max at one time
- 2) Six (6) large work tables, four (4) seats each
- 3) Voice/Data/Video access
- 4) Internet access for bank of three (3) computers
- 5) Magnetic markerboards, 8' long
- 6) Tack boards, two (2)
- 7) Clock/PA System
- 8) Seamless flooring (sheet vinyl or resinous)
- 9) Floor drain
- 10) Space similar to standard classroom size
- 11) 2 large sinks
- 12) Base cabinets and counter space
- 13) Acid resistant counters and tabletops
- 14) Demonstration desk, unfixed
- 15) Small prep area (or room)
- 16) 2 tall storage units, lockable
- 17) Lockable storage for equipment and materials
- 18) Ceiling hook for ceiling hung equipment (structural reinforcing)

B. Storage Room

- 1) Lockable door
- 2) Racks and shelves

16. *MEDIA CENTER*

A. Location

- 1) Centrally located, possibly at connector between lower and upper grade level wings

B. Library

- 1) Library stacks (for 14,000 volumes)
- 2) Periodical display
- 3) Reference area
- 4) Stack height not to exceed 48 inches, utilize tops for displays
- 5) Table seating for twenty-five (24) students
- 6) Table seating for twenty five staff (faculty meeting space)
- 7) Ceiling mounted projector
- 8) Roll down Projection screen [electronic display board (Smartboard) with connectivity to teacher station]
- 9) Room darkening shade devices
- 10) VDV connections
- 11) Clock/PA System
- 12) Automated card catalog
- 13) Mobile markerboard / tackboard for instruction
- 14) Tackable wall surfaces for display
- 15) Flooring to be VCTT (Vinyl Cushion Tufted Textile)
- 16) Three (3) computer workstations
- 17) VCR tape, CD, and DVD media storage
- 18) Reference area, encyclopedia, dictionary

C. Circulation Desk

- 1) Two (2) computer workstations
- 2) Clock/PA System
- 3) Book drop
- 4) VDV connections

D. Librarian's Office

- 1) Adjacent to Media Center
- 2) Book shelving
- 3) Lockable storage
- 4) Clock/PA System
- 5) Tackable wall surfaces
- 6) Flooring to be VCTT (Vinyl Cushion Tufted Textile)
- 7) Windows to Media Center for supervision
- 8) Door to Media Center
- 9) Lockable file and storage cabinets
- 10) VDV connections

E. Work Room

- 1) One (1) workstation with computer
- 2) VDV connections
- 3) Base and wall cabinets
- 4) Work counter space

- 5) Large Sink with hot and cold water
- 6) Book shelving
- 7) Lockable storage
- 8) Work area for two (2)
- 9) Book cart storage
- 10) Clock/PA System
- 11) Copier
- 12) Laminator
- 13) Tackable wall surfaces
- 14) Vinyl flooring
- 15) Sized to accommodate TV/VCR/DVD on carts and other A/V equipment
- 16) General storage and cataloging of AV equipment for loan
- 17) AV equipment storage (TV/VCR/DVD, etc.), prefer separate lockable room.
- 18) Windows to Media Center for supervision
- 19) Door to Media Center
- 20) Lockable file and storage cabinets

F. Computer Room

- 1) Two rooms
- 2) Space for eighty (80) students at computers
- 3) Flooring to be VCTT (Vinyl Cushion Tufted Textile)
- 4) Magnetic markerboards
- 5) VDV connections
- 6) Clock/PA System

17. COMPUTER CLASSROOM

A. Computer Classroom (TBD)

- 1) Computer workstations for twenty eight (28) workstations; twenty six (26) student, one (1) teacher, one (1) lab specialist, plus two open workstation spaces (desks but no computers).

B. Computer Storage Room

- 1) Storage for printer supplies, computer parts, CD storage towers, program manuals and books.
- 2) Lockable door

18. MUSIC PROGRAM

A. Music Room

- 1) Teacher's desk area
- 2) Typical classroom size for up to twenty five (25) students
- 3) Suitable for dance

- 4) Instrument storage, open cabinet for easy access
- 5) Space for percussion storage
- 6) Two (2) marker boards
- 7) Storage for Orff® Instruments
- 8) Independent sound system, equipment rack and speakers
- 9) Recording equipment
- 10) Music library storage
- 11) Accommodations for electronic keyboard
- 12) Voice/Data/Video access
- 13) Ceiling mounted projector
- 14) Projection screen [electronic display board (Smartboard) with connectivity to teacher station]
- 15) Internet access for bank of 3 computers
- 16) Clock/PA System
- 17) Piano
- 18) Cushioned wood floor
- 19) Partial acoustic ceiling (approx. 30%)
- 20) Decorative acoustic wall panels
- 21) Tackable wall surface

B. Instrumental Room (see Platform)

- 1) To be used for Band, Choral and Orchestra
- 2) Size for fifty to sixty (50-60) seats
- 3) Musical instrument storage, brass, woodwinds, strings
- 4) Space for percussion storage
- 5) Clock/PA System
- 6) Piano
- 7) Stage type lighting controlled from booth
- 8) General lighting
- 9) Projection screen [electronic display board (Smartboard) with connectivity to teacher station] - electrically operated, viewable from house seating area.
- 10) Sound system, rack storage and control area.
- 11) Cushioned wood strip floor
- 12) Storage for portable risers
- 13) Storage for music stands
- 14) Storage for stackable chairs
- 15) Operable partition at house side, with markerboard surface on teaching side

19. ART PROGRAM

A. Location:

- 1) Proximity to Music and PE program for cross departmental collaboration
- 2) Window views desirable as a teaching tool
- 3) Natural light (daylight) desirable for accurate color rendition

B. Art Room

- 1) Typical classroom size for up to twenty five (25) students
- 2) Size for 55 sq. ft. per student exclusive of storage areas
- 3) Clock/PA System
- 4) Voice/Data/Video access
- 5) Internet access for bank of 3 computers
- 6) Six (6) large work tables for four (4) seats each
- 7) Open and closed shelving
- 8) Flat file storage
- 9) Sinks – one low height and one normal height, both with plaster traps, both with hot and cold water
- 10) Natural lighting – maximize day-lighting opportunities (north elevation)
- 11) High ceilings
- 12) Tackable wall surfaces where not windows
- 13) Art library area
- 14) Borrowed lights (interior windows) to corridor
- 15) Instructional corner, area rug
- 16) Artificial lighting with “daylight” lamping
- 17) Maximize countertop area
- 18) Seamless vinyl flooring
- 19) Floor drain

C. Kiln

- 1) Electric kiln with integral ventilation hood
- 2) Metal racks for cooling
- 3) Vinyl flooring
- 4) Lockable door

D. Art Storage

- 1) Supply storage with racks, shelves, and bins
- 2) Lockable door

E. Student Work Storage

- 1) Storage room for student work to include base cabinets with counters, flat work storage and bins

20. **READING RECOVERY**

A. Reading Recovery

- 1) Space size for up one (1) teacher and one (1) student
- 2) Centrally located
- 3) Open and closed shelving

- 4) Tackable wall surfaces
- 5) Enhanced acoustics
- 6) One (1) computer stations for teachers
- 7) Magnetic marker boards
- 8) Clock/PA System
- 9) Voice/Data/Video access
- 10) Ample electrical outlets

B. Viewing Room

- 1) One way mirror

21. **LITERACY CENTER**

A. Literacy Center

- 1) Space size for up six (6) teacher and twelve (12) student
- 2) Separate space for Language Arts (space size TBD)
- 3) Separate space for English Language Learners (space size TBD)
- 4) Clock/PA System
- 5) Voice/Data/Video access
- 6) Open and closed shelving
- 7) Wall hung and base cabinets with countertops
- 8) Magnetic markerboards
- 9) Teacher's Desk and chair

22. **SPEECH**

A. Speech Room

- 1) Space size for up to six (6) students, with one (1) teacher
- 2) Teacher's desk and chair
- 3) Lockable file cabinets for confidential files
- 4) Modular tables for six students
- 5) Open shelving
- 6) Base and wall cabinets, lockable
- 7) Countertop with sink
- 8) Ample electrical outlets
- 9) Clock/PA System
- 10) Voice/Data/Video access
- 11) Magnetic markerboards
- 12) Tackable wall surfaces
- 13) Enhanced acoustics and acoustical separation including background noise reduction, carpeted floor, acoustic ceiling for hearing impaired assistance.

23. **SPECIAL EDUCATION / RESOURCE ROOMS**

A. Learning Disabilities Instruction Room

- 1) One (1) Special Ed / Resource Room per 100 students
- 2) Space size for up to six (6) students, with two (2) teachers, at times eight (8) teachers for meetings
- 3) Teacher desk area with computer
- 4) Desk for assistant
- 5) Lockable file cabinets
- 6) 2 Tables and chairs
- 7) Computer station for three (3)
- 8) Storage casework, open / closed
- 9) Sink with drinking fountain
- 10) Portable dividers
- 11) Ample electrical outlets
- 12) Clock/PA System

B. Life Skill Room

- 1) Adjacent Special Education / Resource Room
- 2) One (1) teacher and two (2) students
- 3) Mini kitchen w/ stove, sink, refrigerator, microwave
- 4) Table and chairs
- 5) Storage casework, open / closed
- 6) Ample electrical outlets
- 7) Clock/PA System

24. THERAPEUTIC / BEHAVIORAL ROOM

A. Therapeutic Behavioral Room

- 1) One (1) per 250 students
- 2) Space size for up to eight (8) students, with at times eight (8) staff members
- 3) Teacher desk area with computer
- 4) Adjacent unisex toilet facility
- 5) Soft lighting dimmable
- 6) Desk for assistant
- 7) Lockable file cabinets
- 8) 2 Tables and chairs
- 9) Computer station for three (3)
- 10) Storage casework, open / closed
- 11) Sink with drinking fountain
- 12) Portable dividers
- 13) Ample electrical outlets
- 14) Clock/PA System

B. Easy Room / Time Out Room

- 1) Adjacent Therapeutic Behavioral Room
- 2) Padded walls

- 3) Emergency call station

25. ***O.T. / P.T.***

A. Occupational Therapy / Physical Therapy

- 1) One (1) per 250 students
- 2) Space size for up to eight (8) students, with at times eight (8) staff members
- 3) Teacher desk area with computer
- 4) Adjacent unisex toilet facility
- 5) Soft lighting dimmable
- 6) Trampoline, swing, balance beam, stair, floor mats
- 7) Desk for assistant
- 8) Lockable file cabinets
- 9) 2 Tables and chairs
- 10) Storage casework, open / closed
- 11) Sink with drinking fountain
- 12) Portable dividers
- 13) Ample electrical outlets
- 14) Clock/PA System

26. ***PHYSICAL EDUCATION PROGRAM***

A. Gymnasium

- 1) Two teaching stations
- 2) Accessible for community use after hours
- 3) Full size basketball court
- 4) Two (2) end goal – four (4) side goals / all retractable
- 5) Floor game inserts, volleyball, badminton, etc.
- 6) Game lines, as required
- 7) Athletic floor system – cushioned wood strip floor
- 8) Clock/PA System
- 9) Evening community access with toilet facilities
- 10) Telescoping bleacher seating for approx. 100 seats
- 11) Wall hung mats
- 12) Electronic scoreboard and shot clock

B. Physical Education Office

- 1) Office area for one (1) desk
- 2) Tackable wall surfaces
- 3) Magnetic markerboards
- 4) Voice/Data/Video access
- 5) Clock/PA System
- 6) Copier / fax
- 7) Base and wall cabinets with counter on one wall
- 8) Small coat closet

- 9) Shower
- 10) Toilet

C. PE Equipment Storage (interior)

- 1) Accessible from gymnasium
- 2) Double doors, lockable, for moving large equipment in and out
- 3) Wire cage storage
- 4) Racks and shelves

D. PE Equipment Storage (exterior)

- 1) Accessible from exterior and interior
- 2) Conditioned space (heated and ventilated)
- 3) Lockable doors
- 4) Double door at exterior
- 5) Wire cage storage
- 6) Racks and shelves

E. Outdoor activities (see Exterior Considerations below)

- 1) PA System with controls for exterior speakers

27. ***CUSTODIAL SERVICES***

A. Custodian Office

- 1) Office for director
- 2) Clock/PA System
- 3) Voice/Data/Video access
- 4) Magnetic markerboard
- 5) Tackboard
- 6) Desk
- 7) Base and countertop with wall cabinets on one wall

B. Workshop [combined with Receiving and Storage space]

- 1) Clock/PA System
- 2) Magnetic markerboards
- 3) Workshop open floor area
- 4) Supply and material storage
- 5) Small Tool storage, electric hand tools.
- 6) Work bench
- 7) Ventilated hazardous material storage room (paint, floor finishes, etc.)
- 8) Site maintenance equipment storage for gas powered machinery with floor drain with gas/oil separator. Mowers, trimmers, snow blowers, etc.

C. Janitor Closets

- 1) Convenient locations on each floor.
- 2) Floor sink
- 3) Storage shelves
- 4) Mop hooks
- 5) Janitorial main storage for cleaning supplies and equipment storage
- 6) One equipment storage room per floor

D. Receiving and Storage

- 1) Loading dock
- 2) Clock/PA System
- 3) Overhead coiling door
- 4) Central storage for large items
- 5) Storage area for palletized deliveries
- 6) Trash collection area
- 7) Recycling collection area

E. Staff Lockers / Toilet Facility

- 1) Male and female toilets
- 2) Locker area
- 3) Emergency eyewash and deluge shower

28. ***TOILET FACILITIES***

A. Male Staff

- 1) Centralized locations for staff use.

B. Female Staff

- 1) Centralized locations for staff use

C. Boy's Toilet Rooms

- 1) Located within program requirements

D. Girl's Toilet Rooms

- 1) Located within program requirements

29. ***MECHANICAL***

A. Mechanical Room

- 1) Geothermal Heating and Cooling
 - 2) Clock/PA System
 - 3) HVAC Equipment
-

(a) Full Air Conditioning

4) Water Service

(a) Verify service pressure

5) Fire Suppression

(a) Fully sprinkled facility

(b) Standpipes

(c) Code designed minimum

B. Passenger Elevator (Niantic Center School if applicable)

1) 2500 lb capacity fully accessible “holeless” hydraulic elevator, key access operation

EXTERIOR CONSIDERATIONS

1. Parking

A. Public Parking

- 1) Visitor parking spaces for 30 vehicles
- 2) Car drop off, separate from bus drop off
- 3) Bus drop off area, separate from car drop off

B. Staff Parking

- 1) Total number of spaces required = 45 ?

2. Fire Lane

- A. Full emergency lane access around building
- B. Paved or reinforced turf

3. Playground

- A. Designated Kindergarten area
 - 1) Play structure
 - 2) Fenced
- B. Play structure for upper grades
- C. Game fields as allowed by space
- D. Paved play area
 - 1) Basketball
 - 2) Open paved area

4. Flagpoles

- A. USA flag
- B. Pole length TBD (based on flag size)

5. Signage

- A. School identification
 - 1) Located at roadside
 - 2) Located on building to mark entrance
 - 3) Illuminated
 - 4) Conform to Local Zoning signage requirements

6. Lighting

- A. Lighting in public areas
- B. Lighting in all parking areas
- C. Illuminated walkways

A Couple of Questions

Should the educational experience and quality of education be equitable for each K-4 student in the East Lyme?

Does having facilities, services, and resources equally distributed across the elementary schools help in attaining equitable education for each K-4 student?

- Same Educational Specifications
- Same # of students per staff
- Same # of students per “specialized facility components”
- Same # of students per school

**There are four inter-related factors at play in making the
“best” choice for our Elementary School Design**

Educational
Quality and
Experience for
each student

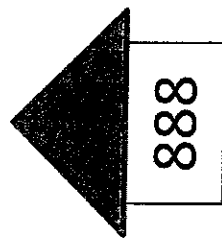
Total Annual
Operating
Costs

Community
Usage and
Benefit

Total
Renovation
Cost

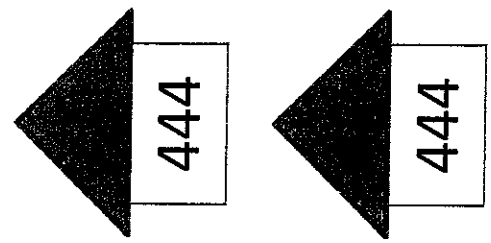
1 versus 2 versus 3 Elementary Schools

Concept A
Concept B



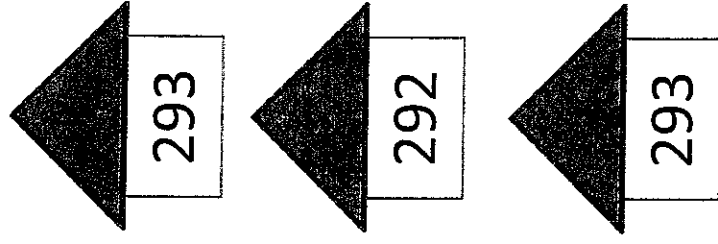
~10 classes per grade per school

Concept C1*
Concept C2*
Concept C3*



~4-5 classes per grade per school

Concept D*



~3 classes per grade per school

*Modified to have equal # Students/school for Specific Concept
Reference: Design Concept, Jacunski Humes Architects, LLC, 6/4/14