

CONSTRUCTION SUMMARY: New Mexico School for the Deaf (NMSD)

Instructional Facilities:

ID #	School	Acres	Year	Perm. S.F.	Port. S.F.
1	Preschool: Albuquerque Location			8,443	0
	0 Site				
	1 Original Bldg		1996	8,443	
2	Preschool: Farmington-Lease			650	
3	Preschool: Las Cruces-Lease			800	
4	Hester Hall	25.00		28,224	0
	0 Site				
	1 Original Bldg		2007	28,224	
5	Connor Hall			29,781	0
	0 Site				
	1 Original Bldg		1928	14,687	
	First Floor: 5,393 SF - Renovation		2010		
	Second Floor: 4,935 SF - Renovation		2010		
	Third Floor: 4,359 SF - Renovation		2010		
	2 Addition		1956	3,622	
	First Floor: 3,622 SF - Renovation		2010		
	3 Addition		2010	11,472	
	First Floor: 5,483 SF				
	Second Floor: 4,289 SF				
Third Floor: 1,700 SF					
6	Dillon Hall¹			56,596	0
	0 Site				
	1 Original Bldg		1935	40,111	
	Basement: 13,991 SF - Renovation		2013		
	First Floor: 14,504 SF - Renovation		2011		
	Second Floor: 10,527 SF - Renovation		2011		
	Third Floor: 1090, SF - Renovation		2011		
	2 Annex		1978	16,485	
First Floor: 16,485 SF					
Note ¹. After demolition of Dillon portion of first floor, GSF will be approx. 44,163 sf.					
7	Larson Gym			21,873	0
	0 Site				
	1 Original construction		1959	15,123	
	First Floor: 12,981 SF				
	Second Floor: 2,142 SF				
3	RAC Additon		2005	6,750	
	First Floor: 6,750 SF				
8	James A Little Theater			14,916	0
	0 Site				
	1 Original		1983	14,916	
	First Floor: 13,106 SF				
	Second Floor: 1,810 SF				

5 YEAR FACILITIES MASTER PLAN
New Mexico School for the Deaf

Support Facilities:

ID #	Support Facility	Acres	Year	Perm. S.F.	Port. S.F.
9	Delgado Hall			8,003	0
0	Site:				
1	Original Construction		1919	6,199	
	Basement: 490 SF				
	First Floor: 3,465 SF				
	Second Floor: 2,244 SF				
2	Annex		1956	1,804	
	Second Floor: 1,804 SF				
10	Dining Hall			20,805	0
0	Site:				
1	Original Construction		1935	15,647	
	Basement: 2,860 SF				
	First Floor: 6,932 SF - Renovation		2010		
	Second Floor: 5,623 SF				
	Third Floor: 232 SF				
2	Addition		1978	5,158	
	Basement: 2,812 SF				
	First Floor: 2,346 SF				
11	Cartwright Hall			23,633	0
0	Site:				
1	Original Construction		1917	15,113	
	First Floor: 5,546 SF				
	Second Floor: 5,280 SF				
	Third Floor: 4,287 SF				
2	Addition		1956	8,520	
	First Floor: 6,077 SF				
	Second Floor: 2,443 SF				
12	Maintenance			8,439	726
0	Site:				
1	Original Construction		2010	8,439	
2	Portable				363
3	Portable				363

5 YEAR FACILITIES MASTER PLAN
New Mexico School for the Deaf

13	Sosoya Bldg			5,019	247
	0 Site:				
	1 Original		1978	5,019	
	2 Portable				247

14	Superintendent's Home			7,739	496
	0 Site:				
	1 Original		1917	7,739	496
	Basement: 2,062 SF				
	First Floor: 3,233 SF				
	Second Floor: 2,940 SF				

15	Health Center			6,485	0
	0 Site:				
	1 Original		1937	6,485	
	Basement: 749 SF				
	First Floor: 5,736 SF				

16	ERDC			8,268	0
	0 Site:				
	1 Original		1916	8,268	
	Basement: 1,478 SF				
	First Floor: 6,790 SF				

17	Cottages			26,728	0
	1 Site:				
	Cottage A		2005	6,682	
	Cottage B		2005	6,682	
	Cottage C		2005	6,682	
	Cottage D		2005	6,682	

18	OTHER PROPERTY			0	0
	1 Site: Dairy Land Plat	253.69			
	2 Site: Paradise Hills	27			

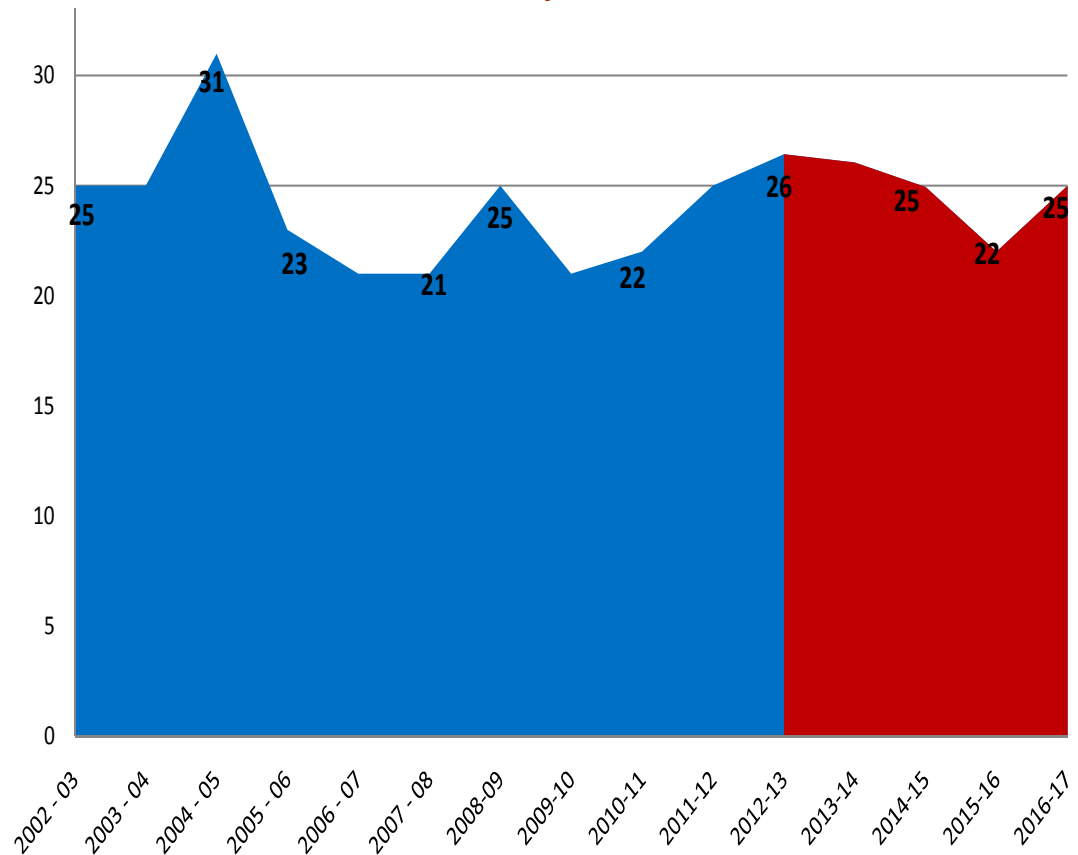
Instructional Total	25		161,283	0
Support Total	280.69		115,119	1,469
District Total	305.69		276,402	1,469
Aprox. Area of Dillon to be demolished			12,433	
District Total after Dillon Demo			263,969	1,469

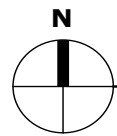
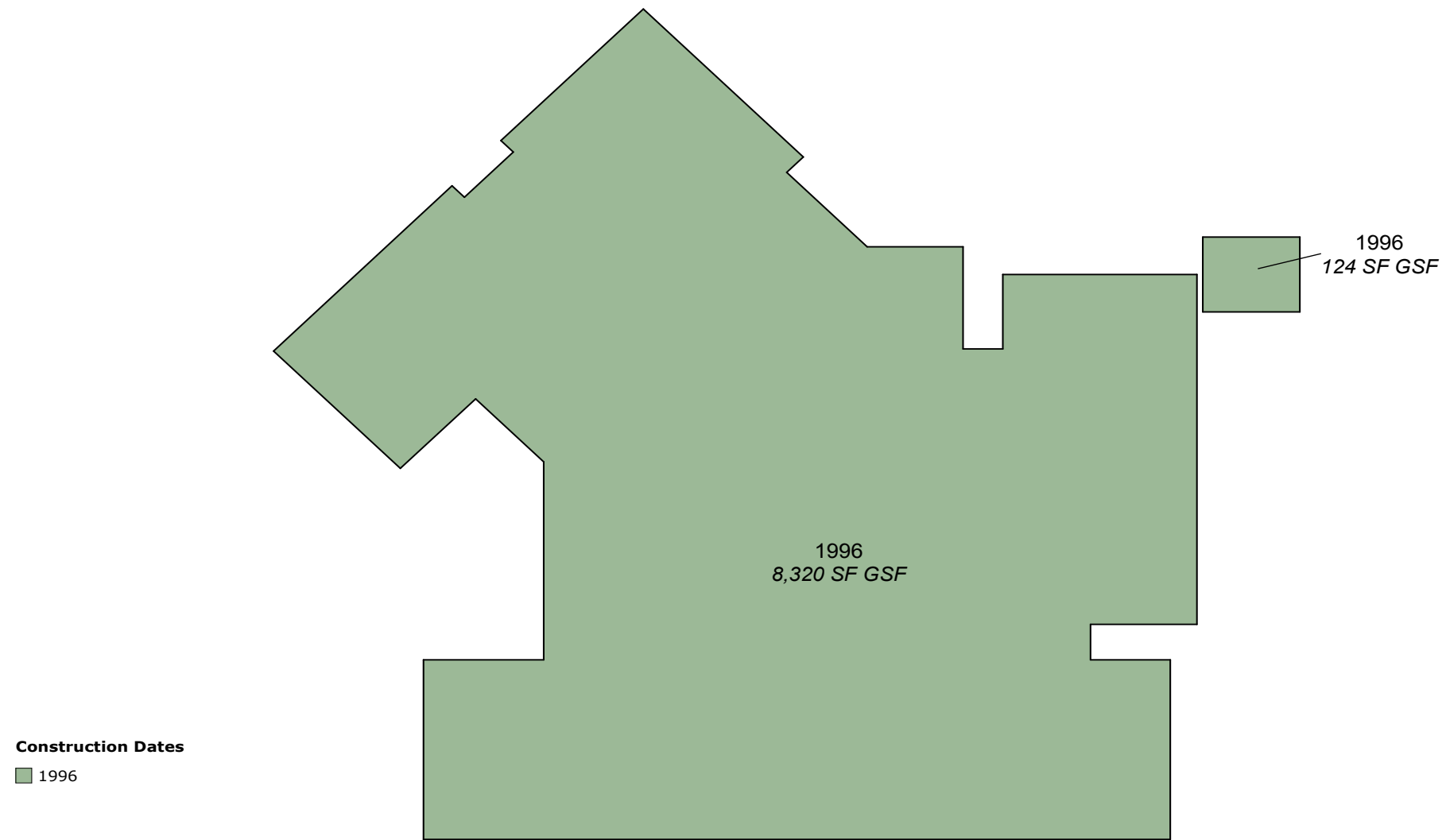
Preschool Enrollment History

Albuquerque Campus Pre-School	2002 - 03	2003 - 04	2004 - 05	2005 - 06	2006 - 07	2007 - 08	2008-09	2009-10	2010-11	2011-12
Total	25	25	31	23	21	21	25	21	22	25

Preschool Enrollment Projections

Albuquerque Campus Pre-School	2012-13	2013-14	2014-15	2015-16	2016-17
Total	26	26	25	22	25

Preschool Enrollment - Historical and Projected:

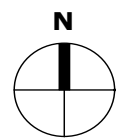
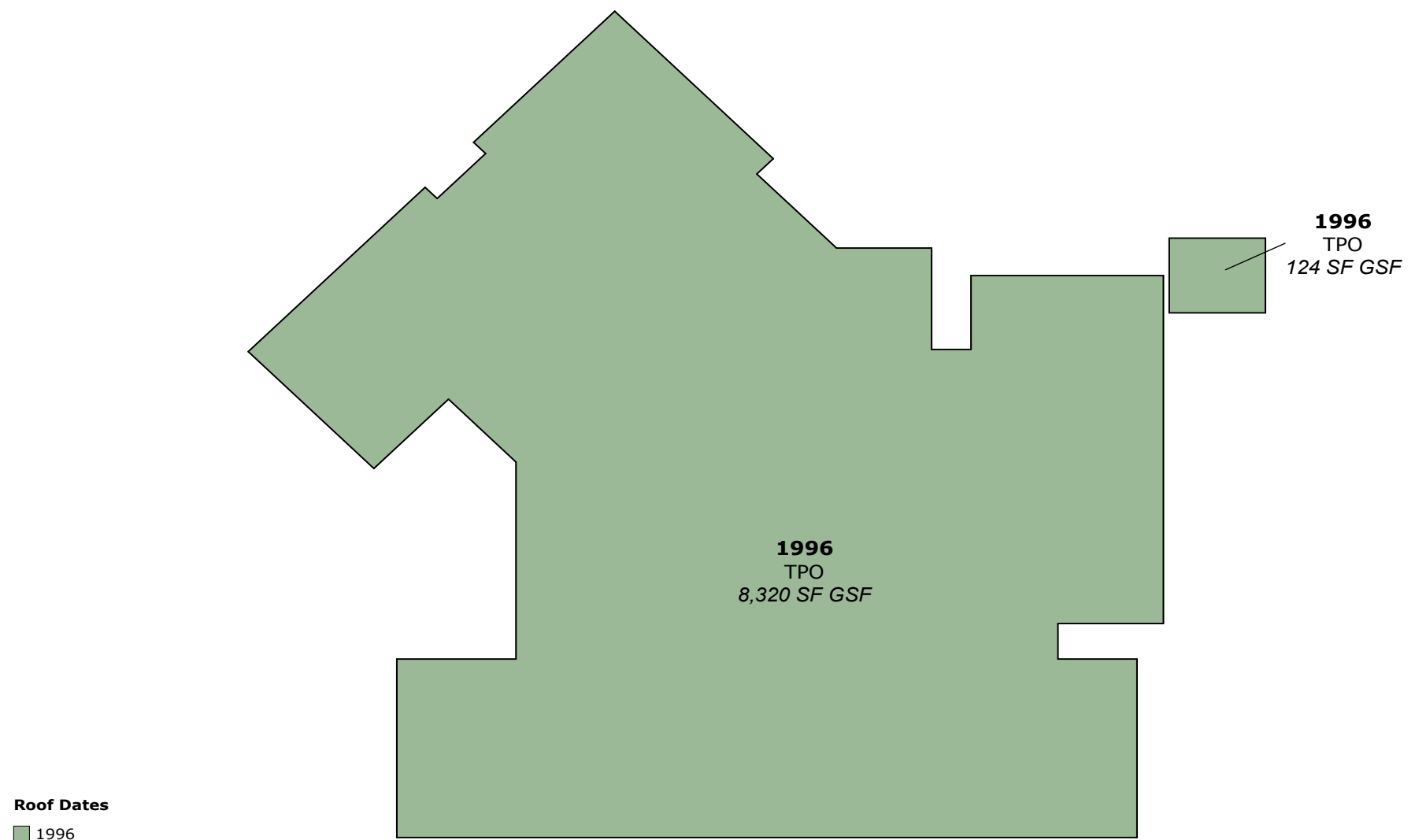


Albuquerque Preschool

1/16" = 1'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	8,443 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,443 SF

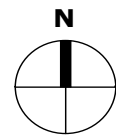
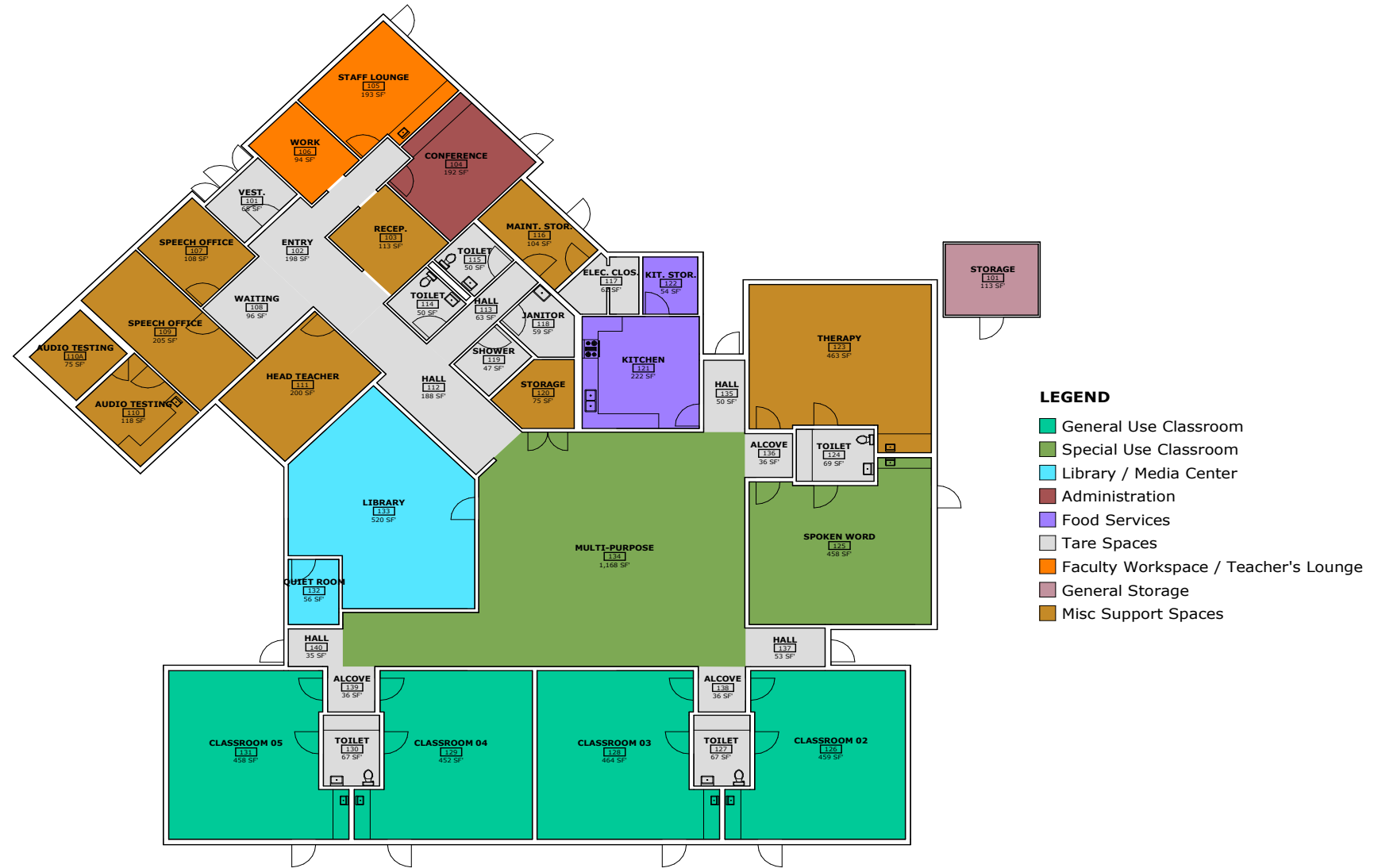


Albuquerque Preschool

1/16" = 1'-0"

ROOF PLAN

8,443 SF



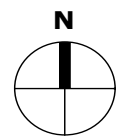
Albuquerque Preschool

1/16" = 1'-0"

OVERALL FLOOR PLAN

PERMANENT BLDG(s)	8,443 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,443 SF

LEGEND
■ General Use Classroom
■ Special Use Classroom



Albuquerque Preschool

1/16" = 1'-0"

CAPACITY PLAN

Instructional Spaces = 6

**SECTION
4.1**

Site/School Details

ENROLLMENT / CAPACITY

ELEMENTARY UTILIZATION WORKSHEET

District:	
School:	NMSD Preschool-Albuquerque
Date:	2011-2012

GRADE LEVEL	TOTAL CURRENT STUDENT 40th DAY COUNT	NUMBER OF DD / SPECIAL NEEDS STUDENTS PER GRADE	CURRENT NUMBER OF TEACHERS	NUMBER OF CLASSROOMS
Toddler	6		1	1
Preschool	6		1	1
PreK	6		1	1
Kindergarten	7		1	1
TOTALS	25	0	4	4

SCHOOL HOURS	
School Start Time	8:30 AM
School End Time	3:00 PM
Total Hours in School Day	6.5 Hours
Number of Lunch Turns Per Day	

LEGEND	
	General Instruction
	Special Education
	Special Programs
	Non-Instructional

ALL CLASSROOMS (General, Art, PE, Computer Lab SPED, Title1, PT/OT, Etc.)											DAYS AND HOURS SPACE IS USED					UTILIZATION		
TEACHERS NAME	CLASSROOM USE/ GRADE LEVEL	ROOM NUMBER	Clrm SQUARE FOOTAGE	CURRENT STUDENT 40TH DAY COUNT	Max. Number of Students per Adequacy Standards Sq. Ft.	PED Max. PTR per Classroom	Maximum Facility Capacity	Maximum Functional Capacity	% Classroom Occupancy	DOES CLASSROOM MEET ADEQUACY	MONDAY HOURS USED PER DAY	TUESDAY HOURS USED PER DAY	WEDNESDAY HOURS USED PER DAY	THURSDAY HOURS USED PER DAY	FRIDAY HOURS USED PER DAY	TOTAL HOURS CLASSROOM IS USED DURING SCHOOL WEEK	TOTAL HOURS CLASSROOM IS AVAILABLE DURING SCHOOL WEEK	UTILIZATION RATE PERCENT (%)
Kacee Edmons	Toddler	126	459	6	9	8	8	8	75%	Y	6.5	6.5	6.5	6.5	6.5	32.5	32.5	100%
Misty Sides	Preschool/SPED	128	464	6	9	8	8	8	75%	Y	6.5	6.5	6.5	6.5	6.5	32.5	32.5	100%
Haley Tucker	PreK	129	452	6	9	8	8	8	75%	Y	6.5	6.5	6.5	6.5	6.5	32.5	32.5	100%
Ashley Collins	Kindergarten	131	458	7	9	16	9	14	76%	N	6.5	6.5	6.5	6.5	6.5	32.5	32.5	100%
Angela Corona	Spoken Language	125	458	0	9	8	8	0	0%	Y	0.0	0.0	0.0	0.0	0.0	0.0	32.5	0%
	Multipurpose	134	1168	0	23	8	8	0	0%	Y	0.0	0.0	0.0	0.0	0.0	0.0	32.5	0%
Totals			3,459	25	69	56	49	38	50%		Totals					130	195	67%

NOTES:
 Count general classrooms as being used while students are attending recess, lunch, library time, and PE activities.
 1-Max. Number of Students per Adequacy Standards Sq. Ft.: The maximum number of students allowed per the Statewide Adequacy Standards square feet.
 2-PED Max. PTR per Classroom: PED's maximum pupil/teacher ratio per classroom
 3-Utilization Rate Calculation: Total number of hours classroom is actually used per week / (divided by) the maximum possible classroom hours per week = (equals) total classroom utilization.

2011-12 40 day Student Enrollment:	25
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FACILITY CAPACITY (including Portables)	
Maximum Facility Capacity:	49
Functional Facility Capacity:	38
Instructional Space Capacity w/ Portables @ 75%:	36
Instructional Space Capacity w/o Portables @ 75%:	36
Instructional Space Capacity w/ Portables @ 67%:	32
Instructional Space Capacity w/o Portables @ 67%:	32

Assumed that PED standard for number of students per clrom for instructional Space Capacity calculation is 8.

Number of and % Of General Use Classrooms	3	50%
Number of and % Of Special Education Classrooms	1	17%
Number of and % Of Special Use Classrooms	2	33%
Number of and % Of Portable Classrooms		0%
Totals	6	100%

Based On PSFA Square Footage/Student			
25	Students @	250	sqft/student
	Existing Permanent + Portable Facilities =	8,443	sqft
	Percentage of Difference =	135%	

SECTION

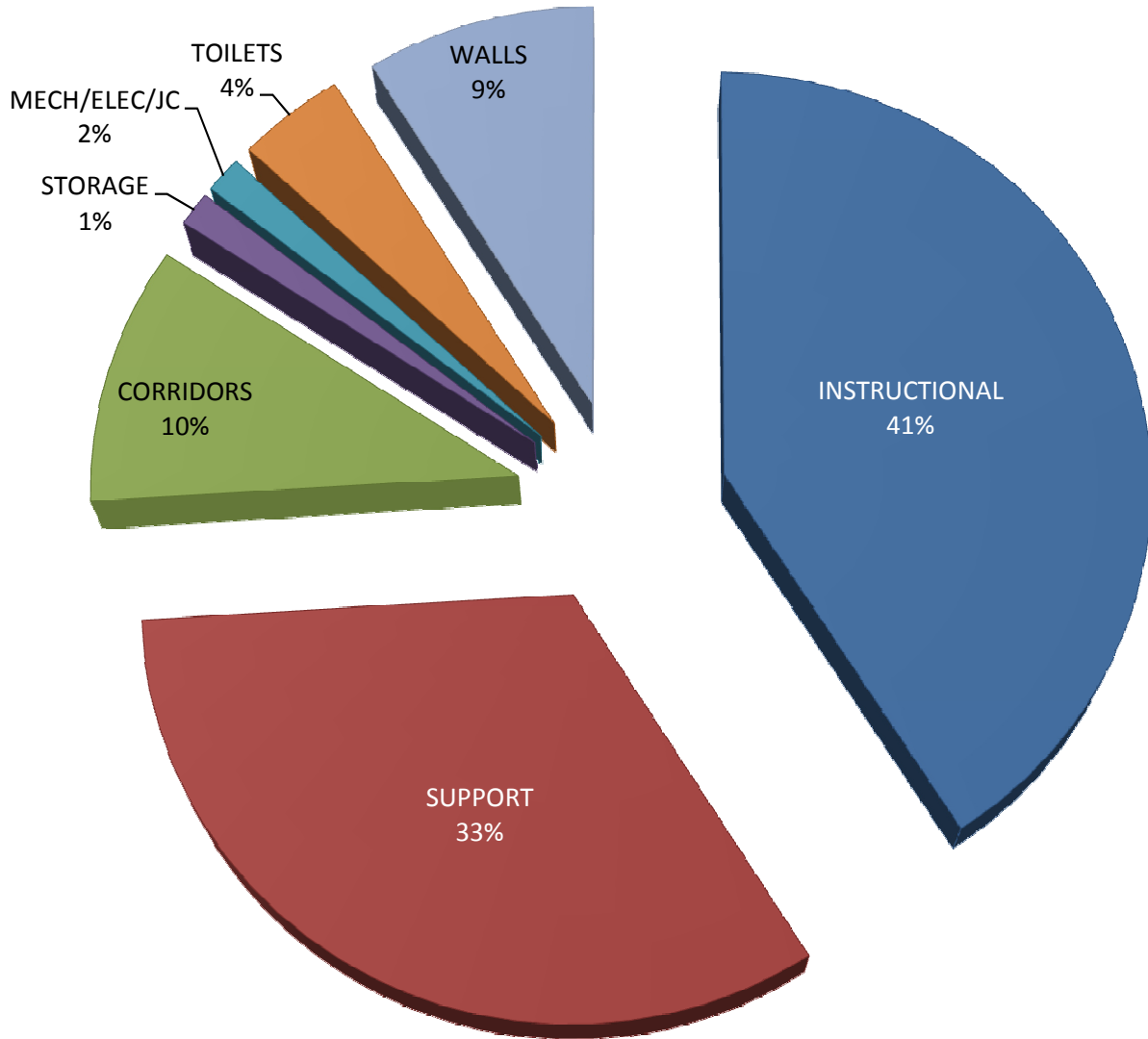
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Site/School Details

ENROLLMENT / CAPACITY

SUPPORT SPACE			
NUMBER	Space Name & Use	SF	Area Total
LIBRARY			
133	Library	520	
132	Library Quiet Room	56	
Sub Total			576
FOOD SERVICE			
122	Kitchen Storage	54	
121	Kitchen	222	
Sub Total			276
ADMINISTRATION			
104	Conference	192	
Sub Total			192
FACULTY WORKSPACE/TEACHERS LOUNGE			
105	Staff Lounge	193	
106	Work Room	94	
Sub Total			287
MISCELLANEOUS SUPPORT SPACES			
110A	Audio Testing	75	
110	Audio Testing	118	
111	Head Teacher	200	
116	Maintenance Storage	104	
103	Receptionist	113	
107	Speech Office	108	
109	Speech Office	205	
120	Multipurpose storage	75	
123	Therapy	463	
Miscellaneous Sub Total			1,461
Academic Support Sub Total			2,792
GENERAL STORAGE			
101	General Storage	113	
Sub Total			113
MECHANICAL, ELECTRICAL, JANITORIAL			
117	Electrical Closet	62	
118	Janitor	59	
Sub Total			121
TOILETS			
119	Shower	47	
130	Toilet	67	
127	Toilet	67	
124	Toilet	69	
115	Toilet	50	
114	Toilet	50	
Sub Total			350
CORRIDORS			
140	HALL	35	
137	HALL	53	
135	HALL	50	
113	HALL	63	
112	HALL	188	
139	Alcove	36	
138	Alcove	36	
136	Alcove	36	
101	Vestibule	65	
108	Waiting	96	
102	Entry	198	
Sub Total			856
Support Sub Total			4,232
SUPPORT TOTAL		4,232 Sq. Ft	
Instructional Total		3,459 Sq. Ft	
Permanent Facility Total (net)		7,691 Sq. Ft	
Permanent Facility Total (gross)		8,443 Sq. Ft	
Portable Total		0 Sq. Ft	
Facilities Total		8,443 Sq. Ft	

Albuquerque Preschool SPACE USAGE PERCENTAGES



SCHOOL NAME: NMSD Elementary School

SCHOOL INFORMATION

Address:	1060 Cerrillos Road Santa Fe, NM 87505	Phone:	505-476-6300
School Mascot:	Roadrunners	Fax:	
School Colors:	Red & White	Principal:	Scott Mohan
FAD Ranking 2012/Weighted NMC1:	702 / .51%		6 years
Grade Levels:	PreK - 5	AYP:	



Staff:

Full Time Teachers:	13
Full Time Special Ed Teachers:	
Part Time Teachers:	
Part Time Special Ed Teachers:	
Total Teaching Staff:	13
Principal:	1
Assistant Principal:	1
Secretary:	2
Counselor:	
Custodian(s):	
Kitchen Staff:	
Nurse:	
Educational Assistant(s):	5
Librarian:	
Special Ed Non-instruction staff:	
Security Officer:	
Other:	5
Total Non Teaching Staff:	14

Student Enrollment:

Total Elementary School Students:	45
Pre-Kindergarten Students:	18
Developmentally Delayed Pre-K:	
Kindergarten Students:	7
1st Grade Students:	2
2nd Grade Students:	6
3rd Grade Students:	2
4th Grade Students:	6
5th Grade Students:	4

Enrollment Summary:

Enrollment in the Pre-K program at NMSD Santa Fe campus has been slowly increasing over the past ten years. Enrollment in the Kindergarten program at NMSD Santa Fe campus has been very stable over the past 10 years with a slight increase in students.

Factors that Influence Enrollment:

The NMSD student outreach programs have been steadily growing and reaching a large number of students. These outreach programs acquaint prospective students and their families with NMSD and the benefits of their educational program.

Out of Attendance Zone Waivers:	0
Out of District Waivers:	0
2008-2009 Student Migration:	0

Utilization / Capacity:**Square Footage:**

Gross Square Feet of Permanent Facilities:	28,224	sf
Square Feet of Permanent Facilities/Student:	627	sf/student
PSFA Recommended Square Foot/Student:	634	sf/student
Gross Square Feet of Portable Facilities:	0	sf

Design Capacity:

Maximum Functional Facility Capacity without Portables:	103
Maximum Functional Facility Capacity with Portables:	103

Capacity / Utilization:

Hester Hall, NMSD Elementary School, has adequate capacity for the existing and projected student enrollment. The existing classrooms are being well utilized; however, the number of students in each classroom could be increased slightly without compromising the educational program.

Schedule:

Start Time: 8:10 End Time: 3:20

Activity**Frequency**

PE: Pre - K - 5th receive PE approximately 2 hours per week

Art: Pre - K - 5th receive art approximately 2 hours per week

Music: No music program

Computer: Pre - K - 5th receive computer approximately 2 hours per week

Library: Pre - K - 5th goes to Library 30 minutes once a week

Lunch: (Number of seating's / day, closed / open campus) All Elementary Students go to lunch in one seating (No. of seatings / day)

Other: School is dismissed at 1:00pm on Friday.

Educational Program:

(Identify any areas of special emphasis)

NMSD has a rigorous academic program that conforms to NM state standards and benchmarks and is specifically tailored to suit each student's Individualized Education Program (IEP). The central focus of instruction is language and literacy development and critical thinking skills. Elementary Students access the general curriculum through direct instruction by teachers trained in deaf education. They enjoy learning experientially and with hands-on activities which an emphasis on communication, reading and writing, and reasoning.

Extra Curricular Activities Offered to Students:

NMSD offers elementary students an after-school program and student life activities.

Special Education Program:

Number of Classrooms Dedicated to:

Pullout Instruction:	0
Severe Impairment:	0
Resource:	0
Behavioral Intervention:	0
Speech:	0
OT/PT:	0
Other:	0

Special Programs:

Number of Classrooms Dedicated to:

Response through Intervention (RTI): RTI is accomplished in general classroom instruction.

Title 1:

Parents as Teachers:

Other:

Miscellaneous School Information:	
Portables:	No portables
Food Service:	Food is prepared and served on campus by NMSD staff. All students receive free breakfast and lunch.
Technology: (Approx. no. of computers per classroom)	Every classroom has 2 computers, one for the instructor and the other for students. Each classroom has an interactive board and most classroom have ceiling mounted projectors or white boards. The School is in the process of install Interactive Boards throughout the elementary school. Instructors have access to document cameras. There is also 7 PC computers on 6 MAC laptop computers on mobile labs.
Safety/Security:	There are no surveillance cameras. The school does have a fire alarm and two way intercom with a display screen in all classrooms, but it does not meet the needs of the deaf.
Maintenance: 2010-11	Total Costs Associated with Work Orders: Not available
Utilities: 2010-11 Utilities Electricity: Natural Gas: Water: Sewer: Propane:	
Transportation:	Approximately 70% of the students reside on campus from Sunday evening to Friday afternoon. NMSD provides transportation to and from the campus each week for the residential students. Other students ride the train or parents provide transportation.
Compliance with School Policies:	The elementary school is in compliance with all School policies.
Community Use / After School Programs:	There is limited community use of the elementary school facilities.
Items of Concern: (Related to condition of facilities / safety of students) per Principal:	
Identified Facility Needs per Principal:	Floor is warped in some areas. The heating system is not correctly balanced. Dillon basement is not utilized. Bring Center for Educational Consultation & Training and Early Intervention & Involvement programs closer to the instructional part of the campus for more interaction. Demolish the health center and demolish part of Cartwright Hall. Expand the library. Provide trees in the island in front of Hester. Provide sidewalks around the Island.

Identified Facility Needs & Probable Costs:						
Category	Facility Needs	Quant	Unit	Cost	MACC	Total Project
Code	Repair and adjust automatic door openers	1	LS	\$1,200	\$1,200	\$1,500
Total Probable Cost:				\$1,200	\$1,500	

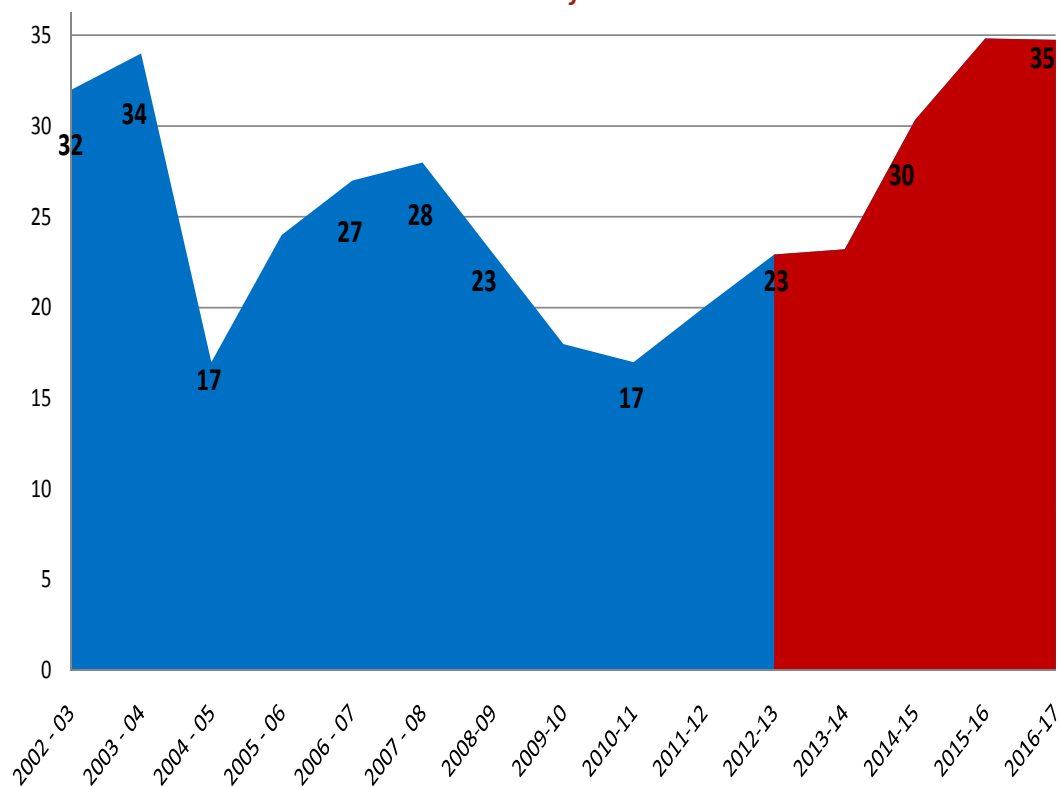
2001 - 2012 Completed Projects:		
Description of Completed Repair:	Cost of Repairs	Year of Repair
Hester Hall New Building		2007

Hester Hall Enrollment History

Grade Levels	2002 - 03	2003 - 04	2004 - 05	2005 - 06	2006 - 07	2007 - 08	2008-09	2009-10	2010-11	2011-12
1st/2nd	13	5	3	9	10					
1st	0	0	0	0	0	5	4	2	4	2
2nd	0	0	0	0	0	8	4	4	1	6
3rd	6	12	2	5	5	1	8	4	4	2
4th	8	8	7	3	8	6	2	6	4	6
5th	5	9	5	7	4	8	5	2	4	4
Total	32	34	17	24	27	28	23	18	17	20

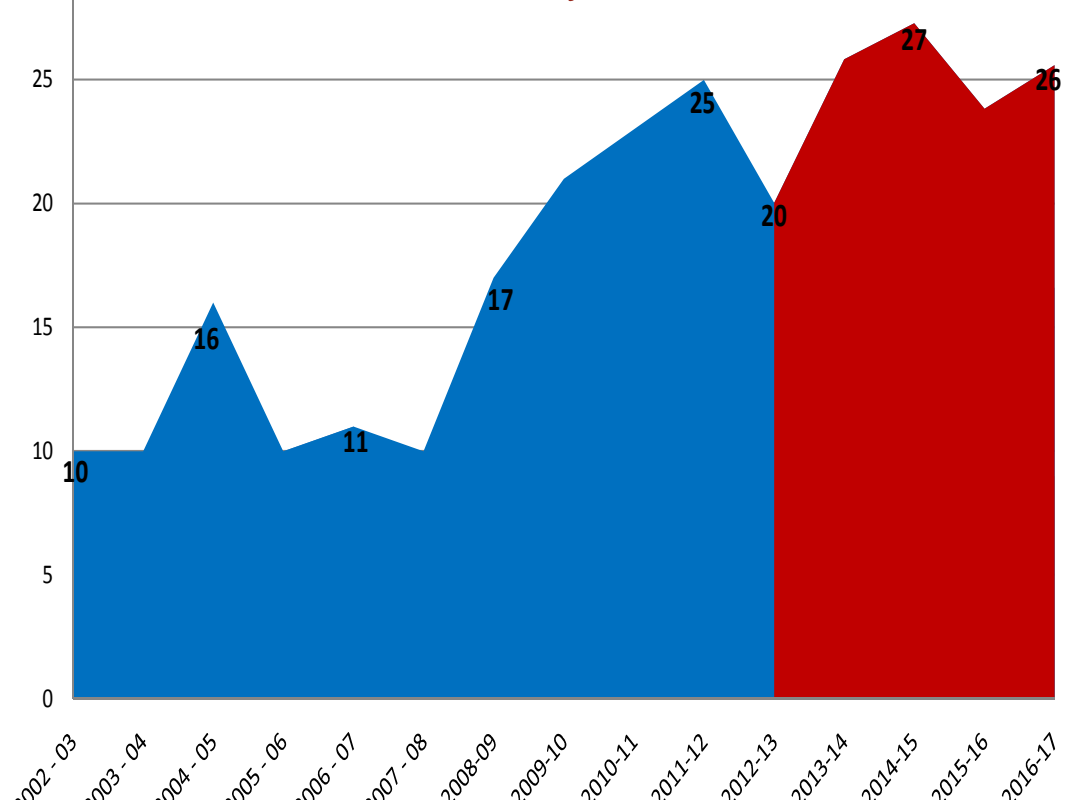
Hester Hall Enrollment Projections

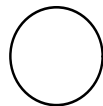
Grade Levels	2012-13	2013-14	2014-15	2015-16	2016-17
1st/2nd					
1st	7	5	10	11	7
2nd	2	6	5	9	9
3rd	6	2	6	5	8
4th	3	8	2	8	4
5th	6	2	7	2	7
Total	23	23	30	35	35

Hester Hall Enrollment - Historical and Projected:

Hester Hall Enrollment History

Grade Levels	2012-13	2013-14	2014-15	2015-16	2016-17
Preschool, toddler, 3 & 4 Pre-K	15	16	16	17	17
Pre-K, Kindergarten (some 1st)	5	10	11	7	9
Total	20	26	27	24	26

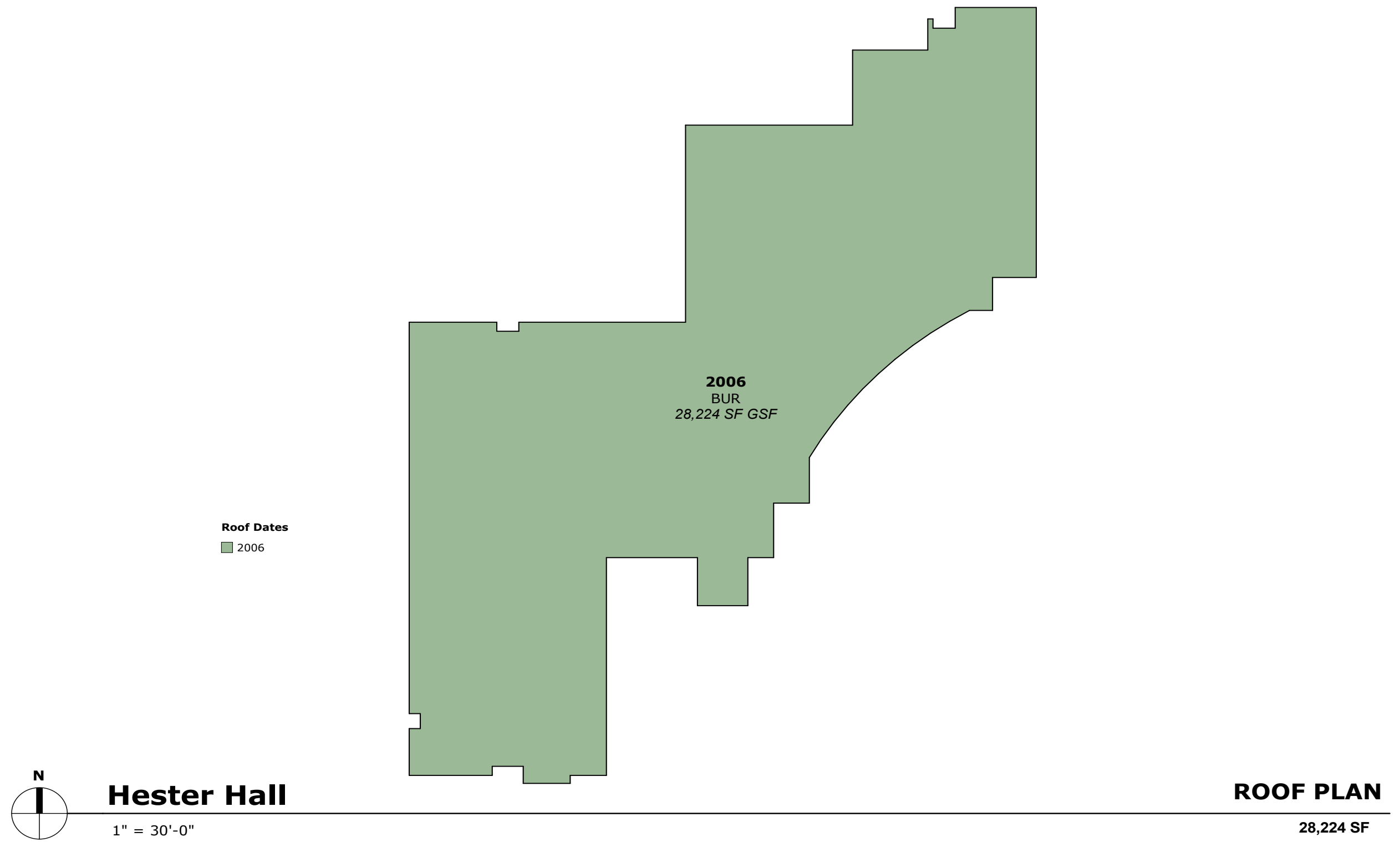
Hester Hall Enrollment - Historical and Projected:

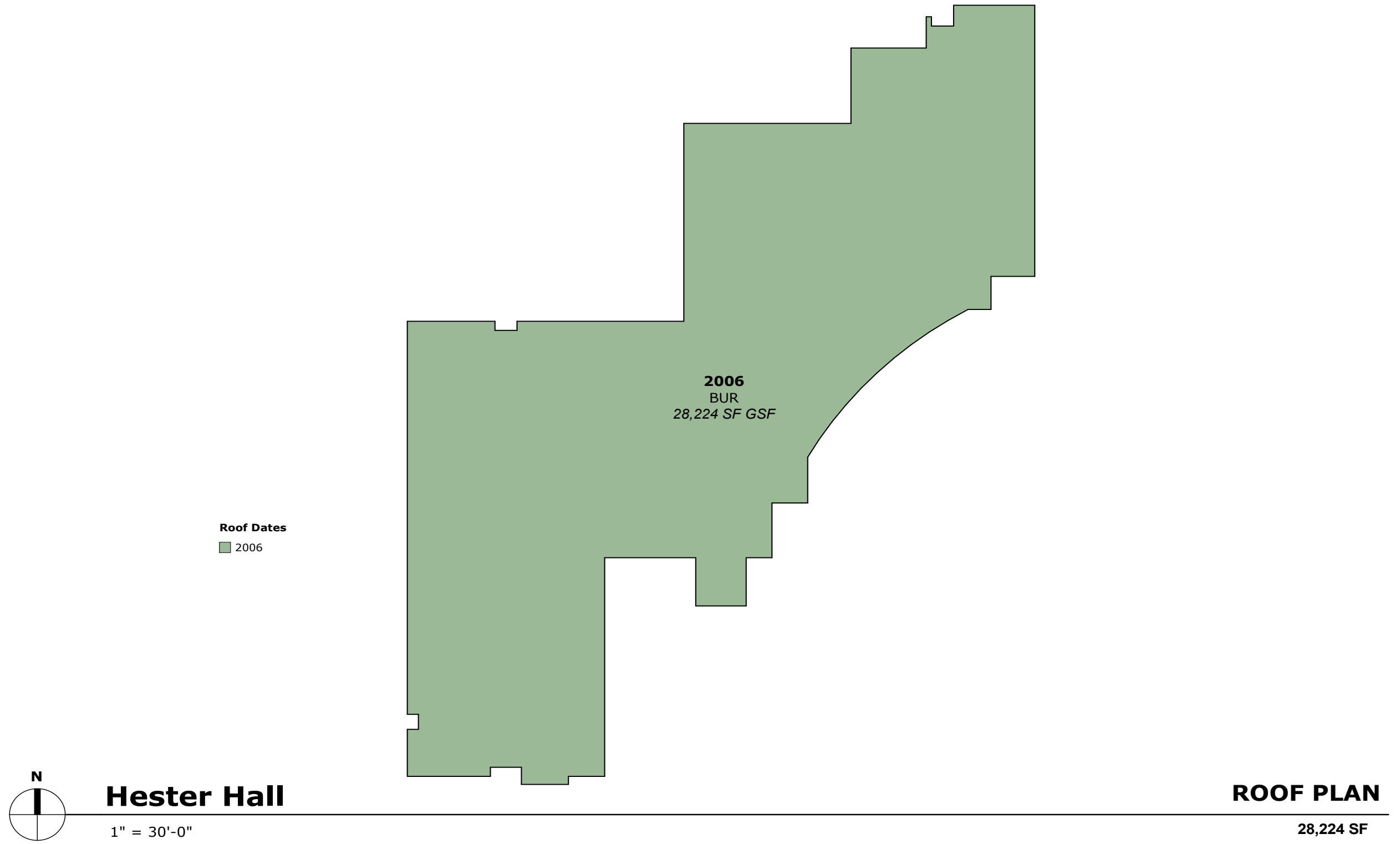


NMSD-ES

NTS

AERIAL PLAN

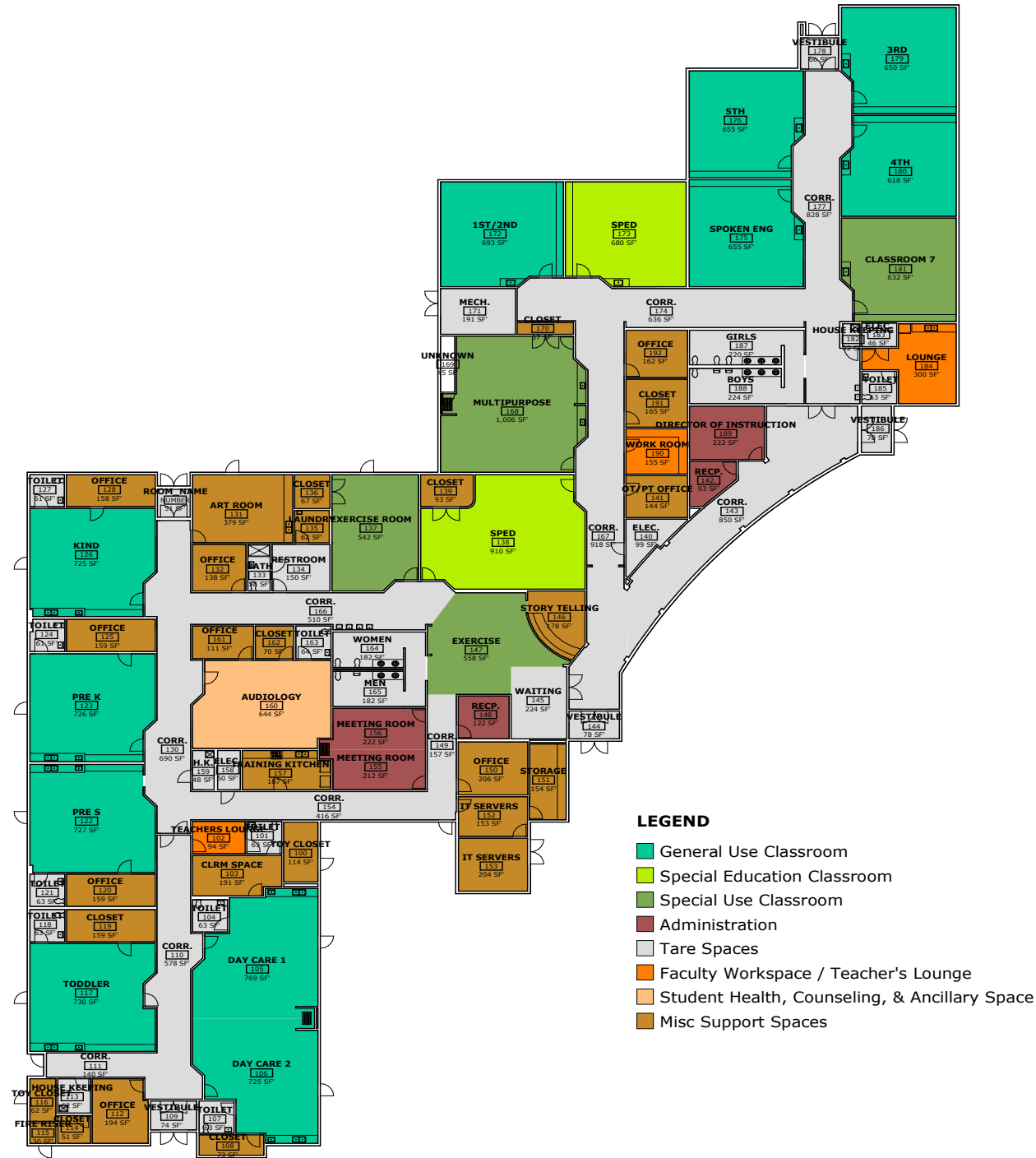




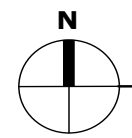
SECTION
4.1

Site/School Details

GRAPHICS



- LEGEND**
- General Use Classroom
 - Special Education Classroom
 - Special Use Classroom
 - Administration
 - Tare Spaces
 - Faculty Workspace / Teacher's Lounge
 - Student Health, Counseling, & Ancillary Space
 - Misc Support Spaces



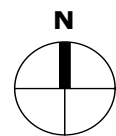
Hester Hall

1" = 30'-0"

OVERALL FLOOR PLAN

PERMANENT BLDG(s)	28,224 SF
+ PORTABLE(s)	0 SF
TOTAL =	28,224 SF

LEGEND
■ General Use Classroom
■ Special Education Classroom
■ Special Use Classroom



Hester Hall

1" = 30'-0"

CAPACITY PLAN

Instructional Spaces = 17

**SECTION
4.1**

Site/School Details

ENROLLMENT / CAPACITY

ELEMENTARY UTILIZATION WORKSHEET

District:	
School:	NMSD Elementary School
Date:	2011-2012

GRADE LEVEL	TOTAL CURRENT STUDENT 40th DAY COUNT	NUMBER OF DD / SPECIAL NEEDS STUDENTS PER GRADE	CURRENT NUMBER OF TEACHERS	NUMBER OF CLASSROOMS
Pre-K Student	18	18	3	3
Kindergarten	7	7	1	1
1st Grade	2	2	0.5	0.5
2nd Grade	6	6	0.5	0.5
3rd Grade	2	2	1	1
4th Grade	6	6	1	1
5th Grade	4	4	1	1
TOTALS	45	45	8	8

SCHOOL HOURS	
School Start Time	8:10 AM
School End Time	3:20 AM
Total Hours in School Day	7.2 hours
Number of Lunch Turns Per Day	1

LEGEND	
	General Instruction
	Special Education
	Special Programs
	Non-Instructional

ALL CLASSROOMS (General, Art, PE, Computer Lab SPED, Title1, PT/OT, Etc.)											DAYS AND HOURS SPACE IS USED					UTILIZATION			
TEACHERS NAME	CLASSROOM USE/ GRADE LEVEL	ROOM NUMBER	Clrm SQUARE FOOTAGE	CURRENT STUDENT 40TH DAY COUNT	Max. Number of Students per Adequacy Standards Sq. Ft.	PED Max. PTR per Classroom	Maximum Functional Facility Capacity	Maximum Facility Capacity	% Classroom Occupancy	DOES CLASSROOM MEET ADEQUACY	MONDAY HOURS USED PER DAY	TUESDAY HOURS USED PER DAY	WEDNESDAY HOURS USED PER DAY	THURSDAY HOURS USED PER DAY	FRIDAY HOURS USED PER DAY	TOTAL HOURS CLASSROOM IS USED DURING SCHOOL WEEK	TOTAL HOURS CLASSROOM IS AVAILABLE DURING SCHOOL WEEK	UTILIZATION RATE PERCENT (%)	
Emma Lozada	Toddler	117	730	6	9	8	8	8	75%	Y	6.5	6.5	6.5	6.5	4.2	30.3	33.63	90%	
Kim Hand	Pre-K	123	726	6	9	8	8	8	75%	Y	6.5	6.5	6.5	6.5	4.2	30.3	33.63	90%	
Kris Eaton	Kindergarten	126	725	7	9	16	9	9	77%	N	6.5	6.5	6.5	6.5	4.2	30.3	33.63	90%	
Emilie Wilding	1st/2nd Grade	172	693	8	9	16	9	9	92%	Y	6.5	6.5	6.5	6.5	4.2	30.3	33.63	90%	
Diana Berrigan	3rd Grade Clrm	179	650	2	8	16	8	8	25%	Y	6.5	6.5	6.5	6.5	4.2	30.3	33.63	90%	
Candi Harbison	4th Grade	180	618	6	8	16	8	8	78%	Y	6.5	6.5	6.5	6.5	4.2	30.3	33.63	90%	
Kim Burkholder	5th Grade Clrm	176	655	4	8	16	8	8	49%	Y	6.5	6.5	6.5	6.5	4.2	30.3	33.63	90%	
She Reins	Preschool/SPED	122	727	6	9	8	9	8	75%	Y	6.5	6.5	6.5	6.5	4.2	30.3	33.63	90%	
Jackie Martinez	SPED	173	680	0	9	16	0	9	0%	Y	0.0	0.0	0.0	0.0	0.0	0.0	32.15	0%	
	OT/PT	138	910	0	11	16	0	11	0%	Y	0.0	0.0	0.0	0.0	0.0	0.0	32.15	0%	
Vicky Everhart	Spoken English	175	655	0	8	16	0	8	0%	Y	0.0	0.0	0.0	0.0	0.0	0.0	32.15	0%	
	Computer Lab	181	632	0	8	16	0	8	0%	Y	2.6	2.6	2.6	2.6	2.6	13.2	32.15	41%	
	Art Room	131	379	0	5	16	0	5	0%	N	2.6	2.6	2.6	2.6	2.6	13.2	32.15	41%	
	Nap & Exploration	105/103	960	0	12	16	0	12	0%	Y	0.0	0.0	0.0	0.0	0.0	0.0	32.15	0%	
	After School Program	106	725	0	9	16	0	9	0%	Y	0.0	0.0	0.0	0.0	0.0	0.0	32.15	0%	
	Exercise	147	558	0	7	16	0	7	0%	Y	0.0	0.0	0.0	0.0	0.0	0.0	32.15	0%	
	Motor Room	137	542	0	7	16	0	7	0%	Y	0.0	0.0	0.0	0.0	0.0	0.0	32.15	0%	
	Multipurpose	168	1006	0	13	16	0	13	0%	Y	0.0	0.0	0.0	0.0	0.0	0.0	32.15	0%	
Totals			12,571	45	157	264	67	155	30%							Totals	269	556.91	48%

NOTES:

- Count general classrooms as being used while students are attending recess, lunch, library time, and PE activities.
- 1-Max. Number of Students per Adequacy Standards Sq. Ft.: The maximum number of students allowed per the Statewide Adequacy Standards square feet.
- 2-PED Max. PTR per Classroom: PED's maximum pupil/teacher ratio per classroom
- 3-Utilization Rate Calculation: Total number of hours classroom is actually used per week / (divided by) the maximum possible classroom hours per week = (equals) total classroom utilization.
- 4-Students attend school from 8:10-3:20 Mon. through Thurs. On Friday schools if from 8:10 to 1:00 pm.
- 5. Grades 1 through 5 attend PE and Art/Computer totaling one hour every day from 10:15 to 11:15.
- 6. Preschool / Kinder attend PE and Art/Computer (totaling one hour) everyday from 1 to 2 pm.

2011-12 40 day Student Enrollment:	45
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FACILITY CAPACITY (including Portables)	
Maximum Facility Capacity:	155
Maximum Functional Facility Capacity:	67
Instructional Space Capacity w/ Portables @ 75%:	114
Instructional Space Capacity w/o Portables @ 75%:	114
Instructional Space Capacity w/ Portables @ 67%:	102
Instructional Space Capacity w/o Portables @ 67%:	102

To determine capacity a maximum of 8 students per classroom was assumed due to the average square footage of classrooms.

Number of and % Of General Use Classrooms	5	26%
Number of and % Of Special Education Classrooms	3	16%
Number of and % Of Special Use Classrooms	11	58%
Number of and % Of Portable Classrooms		0%
	19	100%

Based On PSFA Square Footage/Student			
45	Students @	634	sqft/student
Existing Permanent + Portable Facilities =		28,224	sqft
Percentage of Difference =		99%	

SECTION

4.1

Site/School Details

ENROLLMENT / CAPACITY

SUPPORT SPACE			
NUMBER	Space Name & Use	SF	Area Total
LIBRARY			
Sub Total			0

FOOD SERVICE			
NUMBER	Space Name & Use	SF	Area Total
Sub Total			0

ADMINISTRATION			
NUMBER	Space Name & Use	SF	Area Total
189	Director of Instruction	222	
156	Meeting Room	222	
155	Meeting Room	212	
148	Reception	122	
142	Reception	93	
Sub Total			871

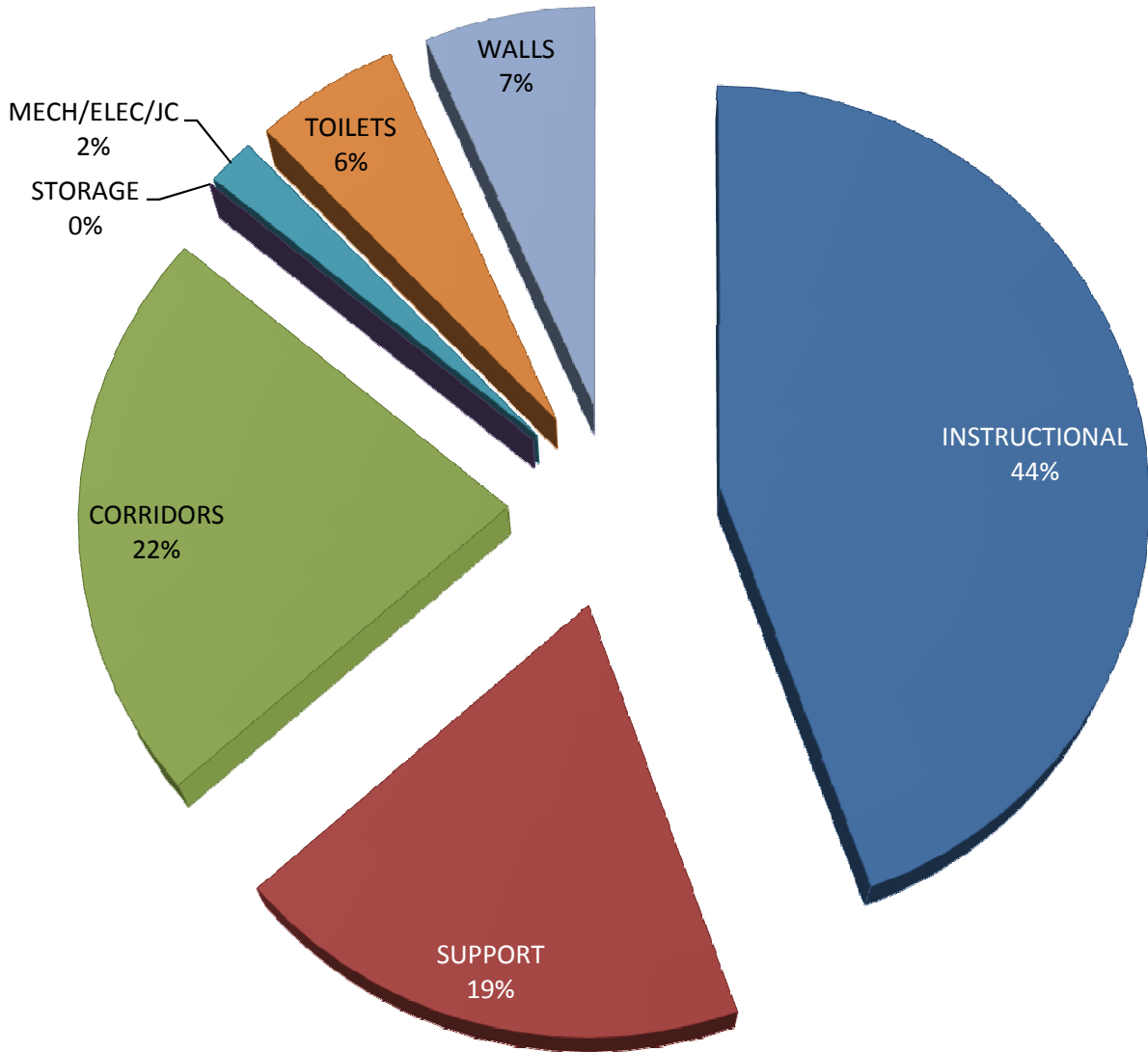
STUDENT HEALTH, COUNSELING & ANCILLARY SPACE			
NUMBER	Space Name & Use	SF	Area Total
160	Audiology	644	
Sub Total			644

FACULTY WORKSPACE/TEACHERS LOUNGE			
NUMBER	Space Name & Use	SF	Area Total
184	Faculty Work Space	300	
102	Teacher's Lounge	94	
190	Faculty Work Space	155	
Sub Total			549

MISCELLANEOUS SUPPORT SPACES			
NUMBER	Space Name & Use	SF	Area Total
170	Multipurpose closet	37	
191	Closet	165	
139	OT/PT Closet	93	
136	PE Closet	67	
162	Clrm Closet	70	
108	Day Care Closet	73	
114	Day Care Office Closet	51	
119	Day Care Closet	159	
115	Fire Riser	30	
152	IT Server	153	
153	IT Server	204	
135	Laundry	62	
192	Office	162	
132	Art Room Office	138	
128	Kinder Office	158	
125	Kinder Office	159	
161	Clrm Office	111	

SUPPORT SPACE			
NUMBER	Space Name & Use	SF	Area Total
150	Office	206	
112	Daycare Office	194	
120	Preschool Office	159	
141	OT/PT Office	144	
151	Storage	154	
100	Day Care Toy Closet	114	
116	Day Care Toy Closet	62	
146	Storytelling	178	
157	Training Kitchen	187	
Miscellaneous Sub Total			3,290
Academic Support Sub Total			5,354
GENERAL STORAGE			
			0
MECHANICAL, ELECTRICAL, JANITORIAL			
183	Electrical	46	
158	Electrical	50	
140	Electrical	99	
171	Mechanical	191	
159	House Keeping	48	
182	House Keeping	22	
113	House Keeping	62	
Sub Total			518
TOILETS			
133	Art Room Bath	58	
188	Boys	224	
187	Girls	220	
165	Men's	182	
134	Restroom	150	
185	Toilet	63	
127	Toilet	61	
124	Toilet	61	
163	Toilet	64	
101	Toilet	63	
104	Toilet	63	
107	Toilet	63	
121	Toilet	63	
118	Toilet	63	
164	Women	182	
Sub Total			1,580
CORRIDORS			
177	Corridor	828	
174	Corridor	636	
143	Corridor	850	
167	Corridor	918	
130	Corridor	690	
166	Corridor	510	
149	Corridor	157	
154	Corridor	416	
111	Corridor	140	

NMSD Elementary School
SPACE USAGE PERCENTAGES



SCHOOL NAME: NMSD Middle / High School

SCHOOL INFORMATION

Address:	1060 Cerrillos Road Santa Fe, NM 87505	Phone:	505-782-4451
School Mascot:	Roadrunner	Fax:	505-782-5551
School Colors:	Red & White	Principal:	Terry Wilding
FAD Ranking 2010 / Wtd NMC1%:	645 / 2.98%	Years as Principal:	10
Grade Levels:	6th - 12th	AYP:	



Staff:

Full Time Instructors:	15
Full Time Special Ed Instructors:	2
Part Time Instructors:	
Part Time Special Ed Instructors:	
Educational Assistant(s):	4
Librarian:	2
Other:	
Total Teaching Staff:	23

Principal:	2
Assistant Principal:	
Secretary Registrar:	3
Counselor:	3
Custodian(s):	1
Kitchen Staff:	
Nurse:	
Special Ed Non-instruction staff:	
Security Officer:	
Other:	13
Total Non Teaching Staff:	22

Student Enrollment:

Total High School Students:	74
6th Grade Students:	4
7th Grade Students:	4
8th Grade Students:	7
9th Grade Students:	12
10th Grade Students:	14
11th Grade Students:	17
12th Grade Students:	16
Special Education Students (including Gifted):	0
Gifted:	
A Level:	
B Level:	
C Level:	
D Level:	
Sp.Ed. % of Total Student Enrollment:	0%

Enrollment Summary:

2012 is the first year that 6th grade was included in the middle school. 6th grade has been traditionally included with elementary. The middle school student enrollment has fluctuated between 13 and 35 students over the past 10 years. The last three years there has been a significant decline, but this could change next year. The high school enrollment has been more stable with a fluctuation between 44 and 67 over the past 10 years. It is projected to remain fairly stable around 60.

Factors that Influence Enrollment:

The middle school and high school student enrollment has been historically higher than the elementary student enrollment. This is due to the fact that the majority of students live on the campus during the week. It is more difficult for families to send their elementary age students away to school.

Out of Attendance Zone Waivers:	0
Out of District Waivers:	0
2008-2009 Student Migration:	N/A

Utilization / Capacity:**Square Footage:**

Gross Square Feet of Permanent Facilities:	129,941	sf
Square Feet of Permanent Facilities/Student:	1756	sf/student
PSFA Recommended Square Foot/Student:	634	sf/student
Gross Square Feet of Portable Facilities:	0	sf

Design Capacity:

Design Capacity without Portables:	520
Design Capacity with Portables:	520

Capacity / Utilization:

The instructional spaces at NMSD Middle / High School are being well utilized; however, the student to teacher ratio in each classroom is fairly low. This ratio could be increased slightly to better utilize the existing space. There is adequate space to meet the needs of the existing and projected student population.

Schedule:

	Start Time:	8:05	End Time:	3:20
Lunch: (Number of seating's / day, closed / open campus)	All Middle and High School students go to lunch at the same time, 11:45 to 12:20pm.			
Other:				

Educational Program:

Areas of Special Interest:

Middle School: NMSD has a rigorous academic program that conforms to New Mexico state standards and benchmarks and is specifically tailored to suit each student's Individualized Education Program (IEP). The central focus of instruction is language and literacy development and critical thinking skills. Middle school students may take traditional courses as well as electives as listed: English, mathematics, social studies, science, physical educational, career readiness, health, multicultural Studies (includes Deaf Studies), woodshop, computer & multimedia skills, American sign language and art. Young people with multiple disabilities may take advantage of a specialized curriculum designed to teach like skills in a community setting. Every other year, the Middle School has as their central theme, "New Mexico!" This follows the New Mexico State Standards. To culminate this unit of study, the middle school group and their teachers enjoy an educational trip around New Mexico to see and experience, first-hand, what they studied all year.

High School: NMSD has a rigorous academic program that conforms to New Mexico state standards and benchmarks and is specifically tailored to suit each student's Individualized Education Program (IEP). The central focus of instruction is language, literacy development, and critical thinking skills. Each student has a transition plan which drives selection of coursework throughout high school to prepare students to meet their transition goals. NMSD offers traditional courses and a wide range of electives, as well as vocational/technology classes and work study. When appropriate, students participate in courses offered through the Santa Fe Public High Schools and/or the Santa Fe Community College. New Mexico School for the Deaf provides sign language interpreters and other support, as needed. Young people with multiple disabilities may take advantage of a specialized curriculum designed to teach life skills in a community setting. Often, students remain in this program until the IEP team determines the student is ready for transition into work and/or adult support services.

Graduation Requirements: Students enrolled at NMSD are expected to graduate with a diploma and pursue post-secondary goals to achieve their personal and professional dreams. Students at NMSD can ear a diploma by following one of three different pathways: 1. Standard Pathway - Standard course of study (24 credits) and passing levels on all parts of the New Mexico High School Competency Exam. 2. Career Readiness Pathway - Career readiness course of study (24 credits) and must take the New Mexico High School Competency Exam achieving a level of competency or targeted proficiency as determined by the IEP team. 3. Ability Pathway - Meet all graduation requirements established by the IEP tam and take the New Mexico High School Competency Exam achieving a level of competency or targeted proficiency as determined by the IEP team or the New Mexico Alternate Assessment if the student meets the participation criteria.

Transition Planning: Transition planning, for students beginning at age 14 (and sometimes younger), involves helping the student plan his or her courses of study so that the classes the student takes will lead to his or her post-school goals. Transition services, for students beginning at age 16 (and sometimes younger), involve providing the student with a coordinated set of services to help the student move from school to adult life. Services focus upon the student's needs or interests in such areas as: higher education or training, employment, adult services, independent living, or taking part in the community.

Extra Curricular Activities Offered to Students:

NMSD Middle and High School students participate in a variety of clubs, organizations, athletics and other activities that promote physical and mental health, leadership and team-building skills.

Special Education Program:

Number of Classrooms Dedicated to:

Pullout Instruction:	2
Severe Impairment:	1
Resource:	
Behavioral Intervention:	
Speech:	
OT/PT:	
Other:	

Special Programs:

Number of Classrooms Dedicated to:

Response through Intervention (RTI):

RTI is accomplished in the general classroom.

Title 1:

Parents as Teachers:

Other:

Miscellaneous School Information:**Portables:**

No portables

Food Service:

All meals are prepared and served by NMSD staff. Breakfast, lunch and dinner are free for all students.

Technology:

(Approx. no. of computers per classroom)

The Middle School has 7 computer on a mobile lab. The high school has two computer labs with 6 computers in each lab. These rooms are used for classroom work and part of the day the room is utilized for open lab.

Safety/Security:

There are no surveillance cameras. The school does have a fire alarm and two way intercom with a display screen in all classrooms, but it does not meet the needs of the deaf.

Maintenance:

2010-11

Number of Work Orders Submitted:

Total Costs Associated with Work Orders: \$

Utilities:

2010-11 Utilities

Electricity:

Natural Gas:

Water:

Sewer:

Propane:

Transportation:

Approximately 70% of the students reside on campus from Sunday evening to Friday afternoon. NMSD provides transportation to and from the campus each week for the residential students. Other students ride the train or parents provide transportation.

Compliance with District Policies:

Yes

Community Use /**After School Programs:**

There is limited community use of the middle and high school facilities.

Identified Facility Needs per Principal:

Focus on Dillon Hall, adding emergency communication. Lighting is not very effective. The TV's are not working well either. Would like a different type of equipment. The existing system is not working well enough.

There are multi-purpose rooms that are limited. Connor Hall gym should have a projector

Other issues is Health Center has limited access to handicap ramps.

Hester Hall has bad access for Handicap. The hallways need door openers inside building.

Some sidewalks are not very safe, uneven sidewalks and cracks.

Gym locker area where PE equipment is stored is bad design. Locker area floors are hard to clean. This could lead to health issue.

Need to add smaller outdoor PE field.

Identified Facility Needs & Probable Costs:						
Category	Facility Needs	Quant	Unit	Cost	MACC	Total Project
Facility Renewal	Clock control upgrades	1	LS	\$1,250	\$1,250	\$1,563
Facility Renewal	Complete FA system - visual display	29,780	SF	\$5	\$148,900	\$186,125
Facility Renewal	Upgrade telephone system	1	EA	\$6,200	\$6,200	\$7,750
Facility Renewal	Add electric circuits to support 12 receptacles	4	EA	\$8,000	\$32,000	\$40,000
Facility Renewal	Add sound attenuation panels - hard walls	200	SF	\$22	\$4,400	\$5,500
Facility Renewal	Replace carpet with VCT - vending	60	SF	\$6	\$360	\$450
Facility Renewal	Repair concrete floor finish	200	SF	\$9	\$1,800	\$2,250
Facility Renewal	Upgrade or program controls	1	LS	\$3,500	\$3,500	\$4,375
Facility Renewal	New lighting package	29,780	SF	\$8	\$238,240	\$297,800
Facility Renewal	Replace poorly designed urinals	4	EA	\$775	\$3,100	\$3,875
Facility Renewal	Toilet room door latches need repaired	12	EA	\$82	\$984	\$1,230
Facility Renewal	Basement renovation	1	LS	\$800,000	\$800,000	\$1,000,000
Facility Renewal	Re-work retaining walls and structural support	1	LS	\$197,000	\$197,000	\$246,250
Facility Renewal	Install storm windows - basement	560	EA	\$175	\$98,000	\$122,500
Life/Health/Safety	Replace tile at portal	280	SF	\$22	\$6,160	\$7,700
Facility Renewal	Connect to Central Plant-heat, cool, ventilation	1	LS	\$85,000	\$85,000	\$106,250
Facility Renewal	Refurbish operable partition, add motorized controls	80	LF	\$54	\$4,320	\$5,400
Facility Renewal	Remodel Equipment Check-out room, install washer(s) & dryer(s) install casework	180	SF	\$175	\$31,500	\$39,375
Facility Renewal	Refurbish visiting team locker room with lockers, benches, floor finishes	1	LS	\$1,250	\$1,250	\$1,563
Facility Renewal	Replace doors, hardware & closures at both gym entrances	4	EA	\$5,000	\$20,000	\$25,000
Code	Add operable door to office area entrance	1	EA	\$8,000	\$8,000	\$10,000
Code	Add egress doors at West elevation of gym, reconfigure vestibule 110 with 2 sets of paired doors, put this series of doors in alignment.	4	EA	\$5,000	\$20,000	\$25,000
Code	Add electric circuits to support 12 receptacles	2	EA	\$8,000	\$16,000	\$20,000
Facility Renewal	Connect to Central Plant-heat, cool, ventilation	1	LS	\$70,000	\$70,000	\$87,500
Facility Renewal	Renovate locker rooms entirely	1,231	SF	\$350	\$430,850	\$538,563
Facility Renewal	Repaint joists in gym	1	LS	\$5,500	\$5,500	\$6,875
Facility Renewal	Remove wall between Weight Room & Classroom to enlarge Weight Room	15	LF	\$175	\$2,625	\$3,281
Code	Reconfigure storage area near IT racks to allow stand off space	1	LS	\$235	\$235	\$294
Code	Reconfigure office/toilet room wing	800	SF	\$250	\$200,000	\$250,000
Code	Replace interior doors in old portion of gym	13	EA	\$1,500	\$19,500	\$24,375
Facility Renewal	Add intercom to gym & PA system	1	LS	\$12,000	\$12,000	\$15,000
Total Probable Cost:				\$2,468,674	\$3,085,843	
2001 - 2012 Completed Projects:						
Description of Completed Repair:			Cost of Repairs	Year of Repair		
Connor Hall Renovation				2010		
Dillon Hall Renovation				2011		

MS Enrollment History

Grade Levels	2002 - 03	2003 - 04	2004 - 05	2005 - 06	2006 - 07	2007 - 08	2008-09	2009-10	2010-11	2011-12
6th	8	5	8	12	12	6	6	5	3	4
7th	2	9	8	10	16	15	7	11	9	4
8th	11	7	8	6	7	12	17	6	8	7
Total	13	21	24	28	35	33	30	22	20	15

HS Enrollment History

Grade Levels	2002 - 03	2003 - 04	2004 - 05	2005 - 06	2006 - 07	2007 - 08	2008-09	2009-10	2010-11	2011-12
9th	13	11	9	14	11	13	20	30	12	12
10th	17	16	9	9	13	12	6	15	23	14
11th	7	16	14	16	10	12	13	13	10	17
12th	7	5	15	10	15	12	14	9	14	16
Total	44	48	47	49	49	49	53	67	59	59

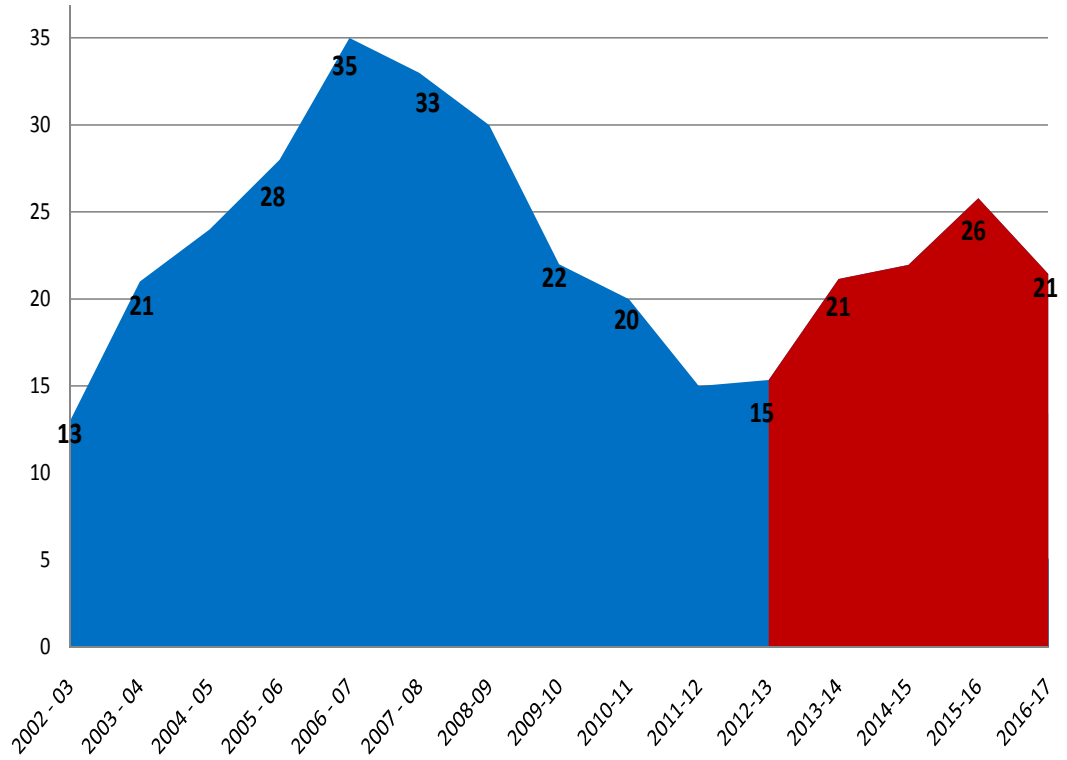
MS Enrollment Projections

Grade Levels	2012-13	2013-14	2014-15	2015-16	2016-17
6th	5	7	3	10	3
7th	6	7	11	4	13
8th	4	6	8	12	5
Total	15	21	22	26	21

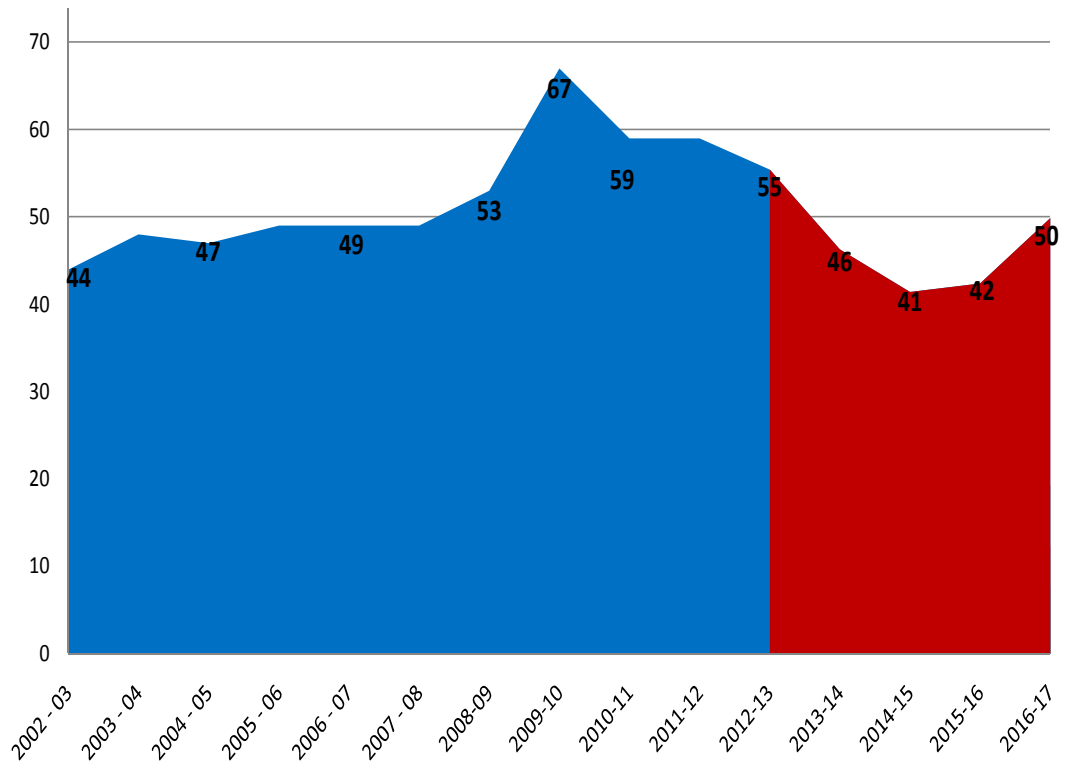
HS Enrollment Projections

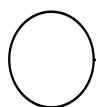
Grade Levels	2012-13	2013-14	2014-15	2015-16	2016-17
9th	11	7	10	13	19
10th	11	10	7	9	12
11th	16	13	12	8	11
12th	17	16	13	12	8
Total	55	46	41	42	50

MS Enrollment - Historical and Projected:



HS Enrollment - Historical and Projected:

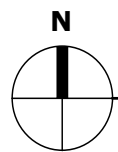
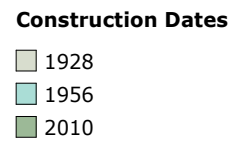
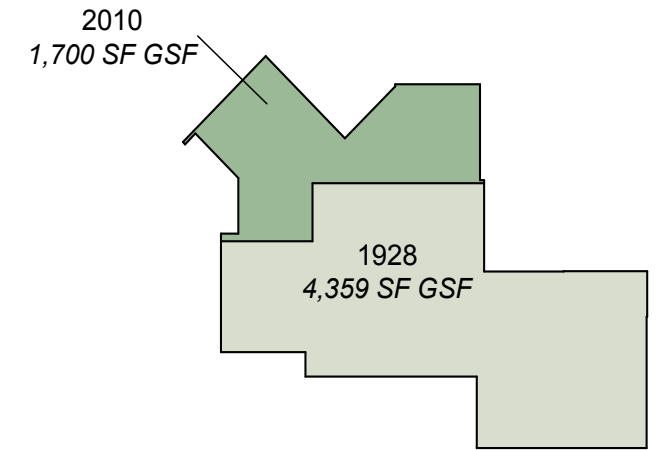
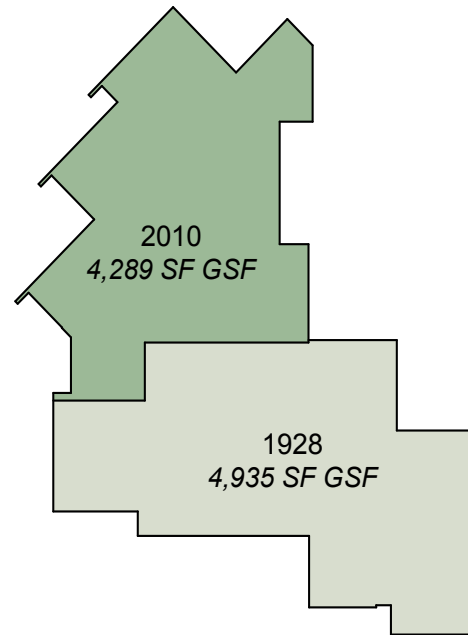
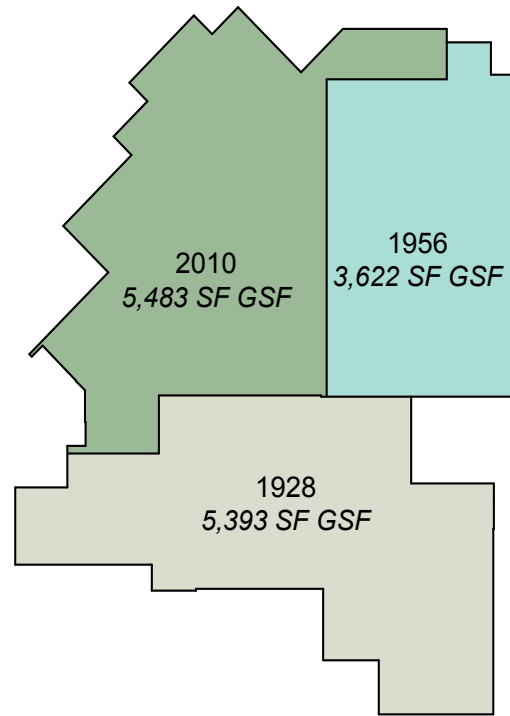




NMSD-MS-HS

NTS

AERIAL PLAN

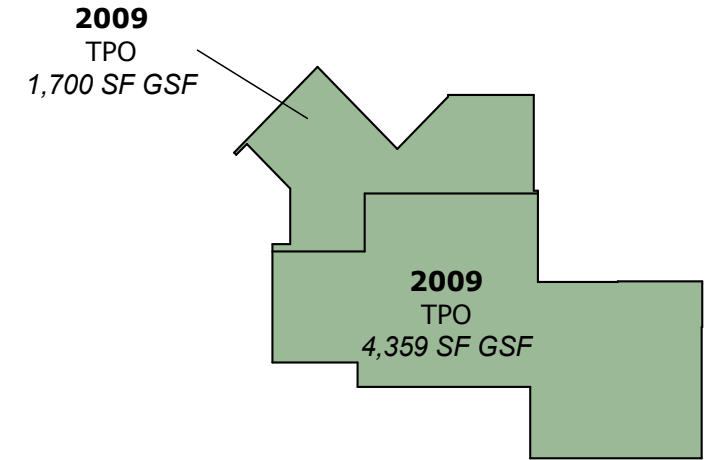
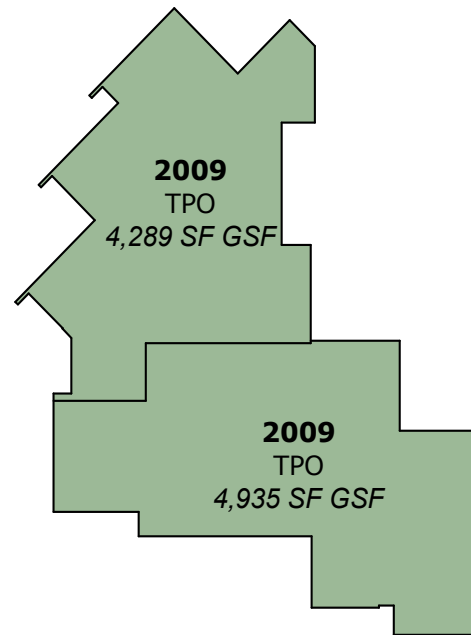
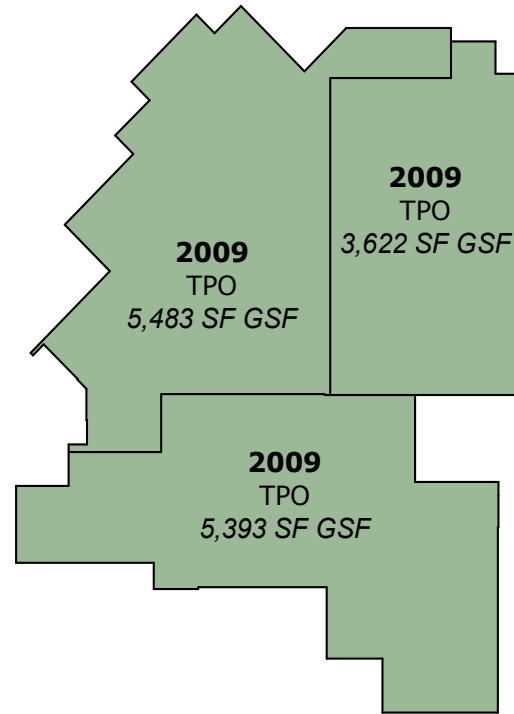


Connor

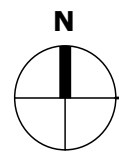
1" = 40'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	29,780 SF
+ PORTABLE(s)	0 SF
TOTAL =	29,780 SF



Roof Dates
■ 2009



Connor

1" = 40'-0"

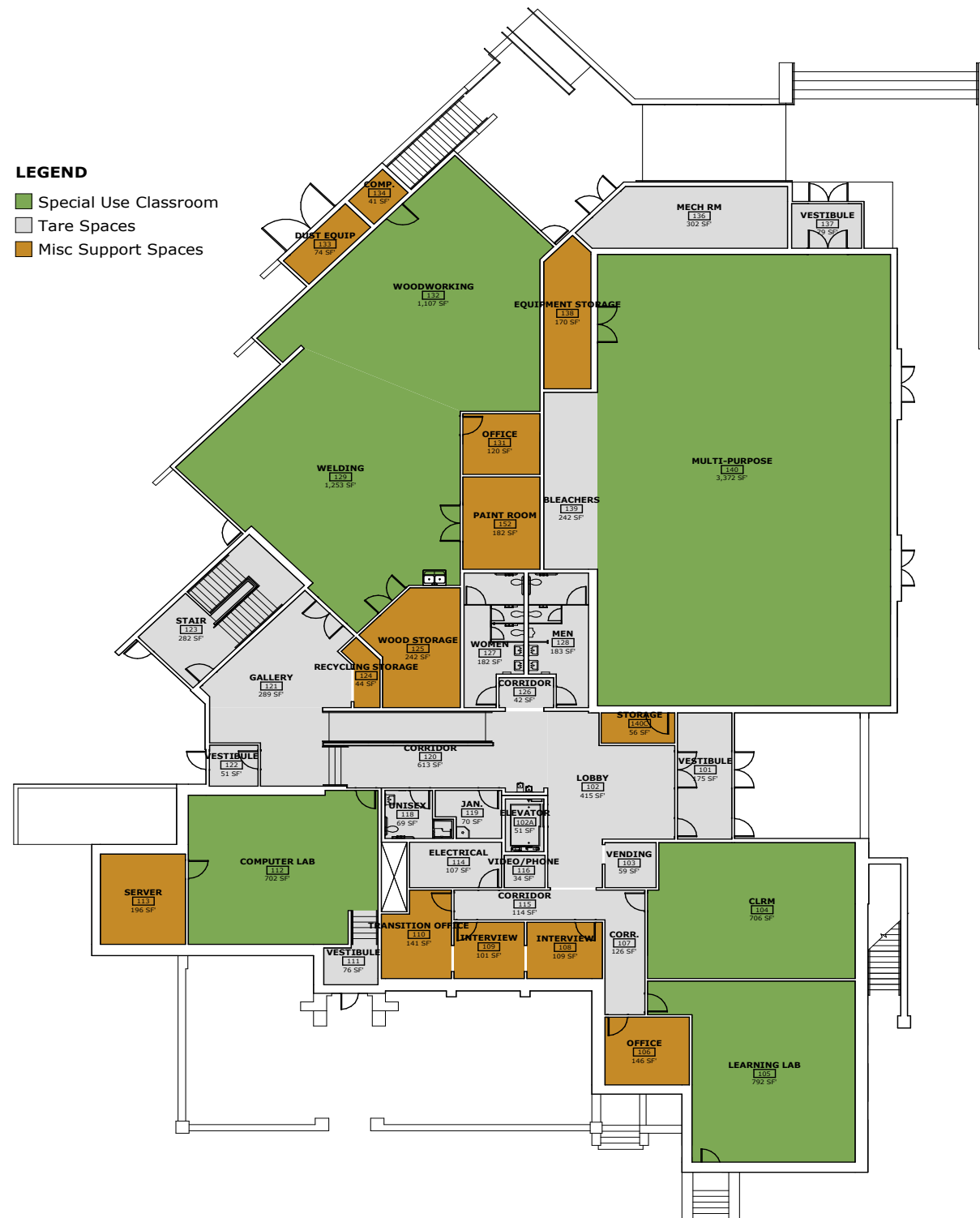
ROOF PLAN

29,780 SF

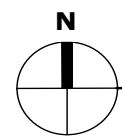
SECTION
4.1

Site/School Details

GRAPHICS



LEGEND
■ Special Use Classroom
■ Tare Spaces
■ Misc Support Spaces



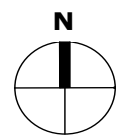
Connor

1" = 20'-0"

FIRST FLOOR PLAN

PERMANENT BLDG(s)	29,780 SF
+ PORTABLE(s)	0 SF
TOTAL =	29,780 SF

- LEGEND**
- Special Use Classroom
 - Tare Spaces
 - Misc Support Spaces



Connor

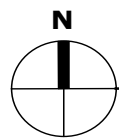
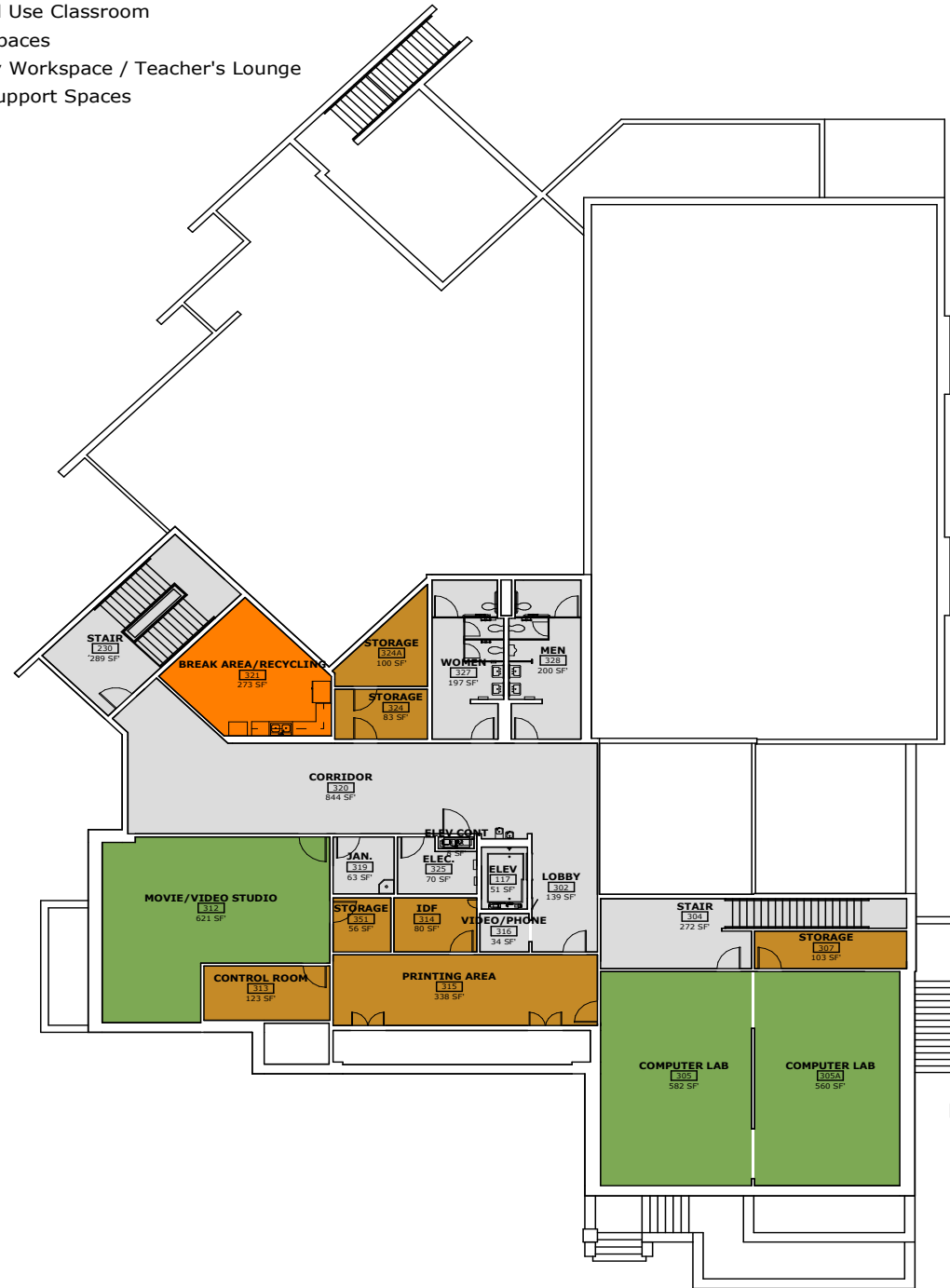
1" = 20'-0"

SECOND FLOOR PLAN

PERMANENT BLDG(s)	29,780 SF
+ PORTABLE(s)	0 SF
TOTAL =	29,780 SF

LEGEND

- Special Use Classroom
- Tare Spaces
- Faculty Workspace / Teacher's Lounge
- Misc Support Spaces

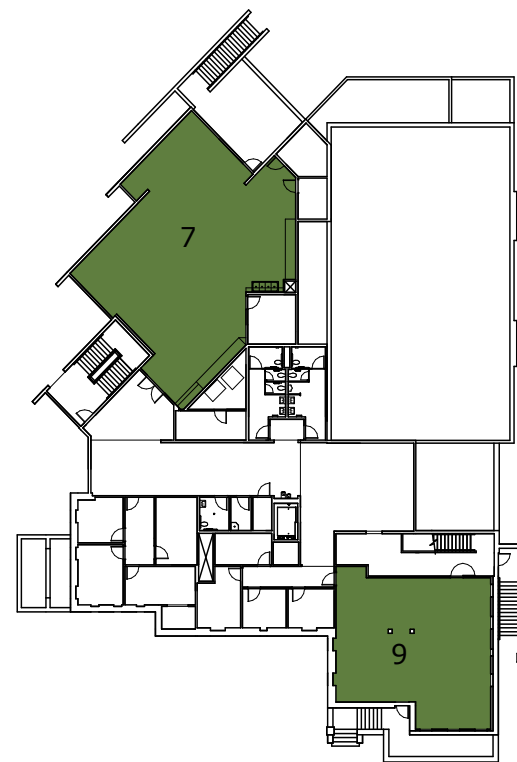


Connor

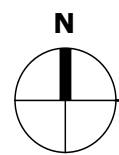
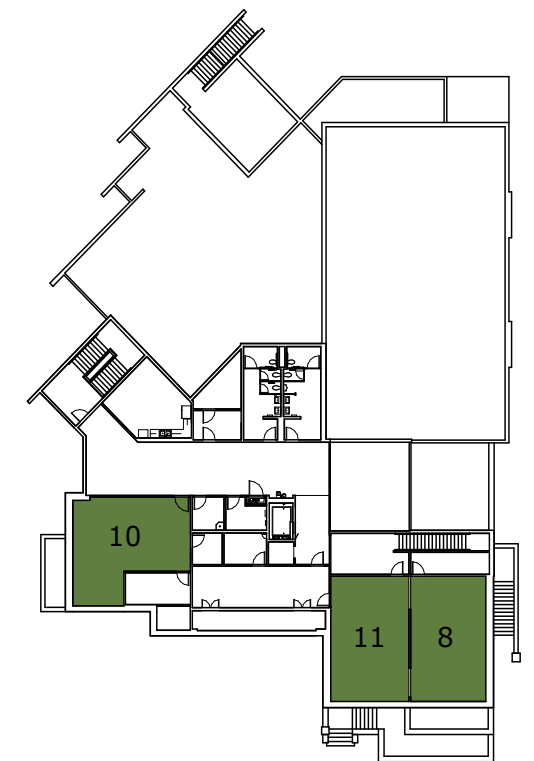
1" = 20'-0"

THIRD FLOOR PLAN

PERMANENT BLDG(s)	29,780 SF
+ PORTABLE(s)	0 SF
TOTAL =	29,780 SF



LEGEND
■ Special Use Classroom

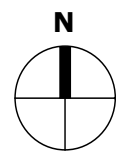
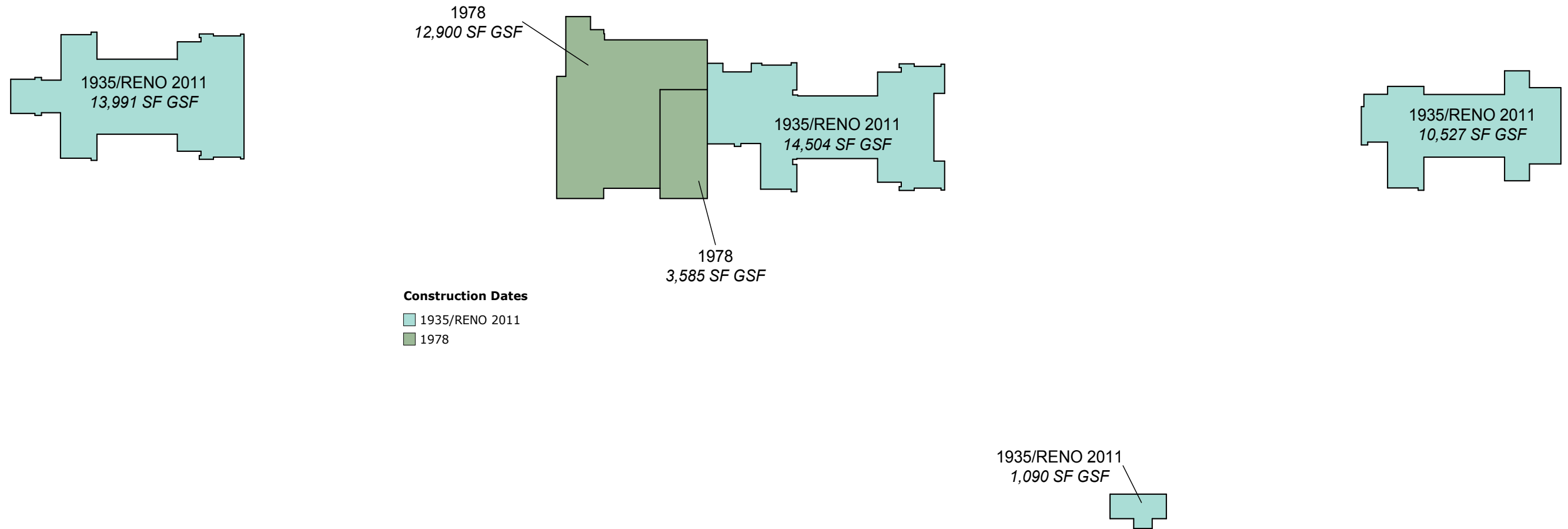


Connor

1" = 40'-0"

CAPACITY PLAN

Instructional Spaces = 11

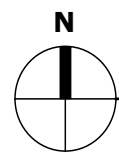
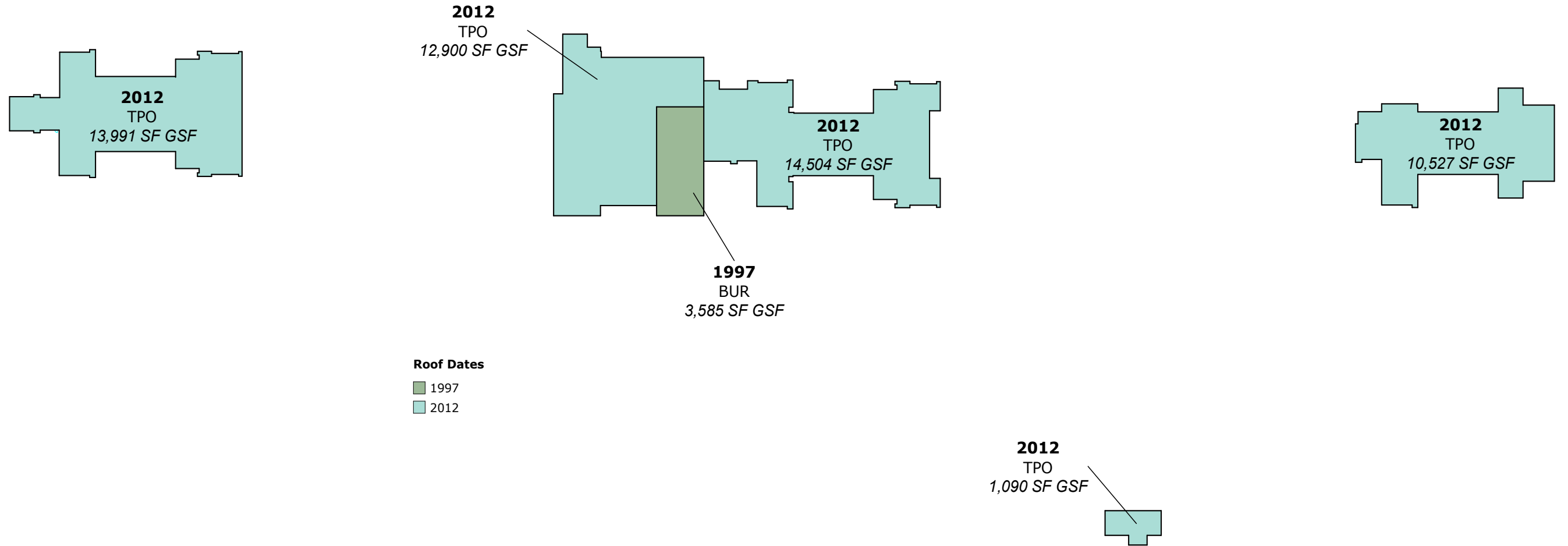


Dillon Hall

1" = 80'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	56,596 SF
+ PORTABLE(s)	0 SF
TOTAL =	56,596 SF



Dillon Hall

1" = 80'-0"

ROOF PLAN

56,596 SF

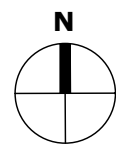
SECTION
4.1

Site/School Details

GRAPHICS

LEGEND

- General Use Classroom
- Special Use Classroom
- Library / Media Center
- Administration
- Tare Spaces
- Faculty Workspace / Teacher's Lounge
- Misc Support Spaces

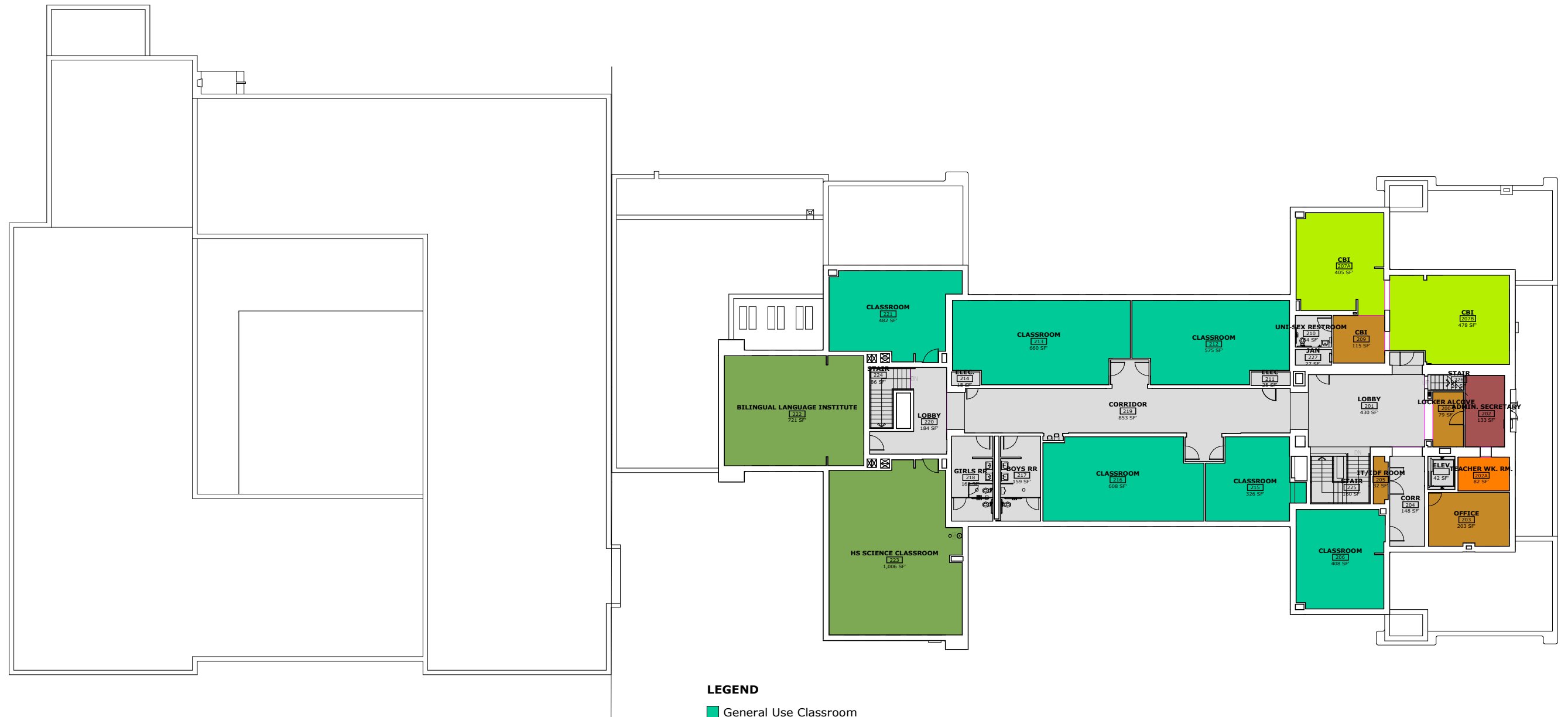


Dillon Hall

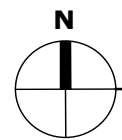
1" = 20'-0"

FIRST FLOOR PLAN

PERMANENT BLDG(s)	56,596 SF
+ PORTABLE(s)	0 SF
TOTAL =	56,596 SF



- LEGEND**
- General Use Classroom
 - Special Education Classroom
 - Special Use Classroom
 - Administration
 - Tare Spaces
 - Faculty Workspace / Teacher's Lounge
 - Misc Support Spaces

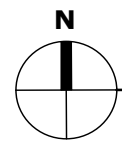
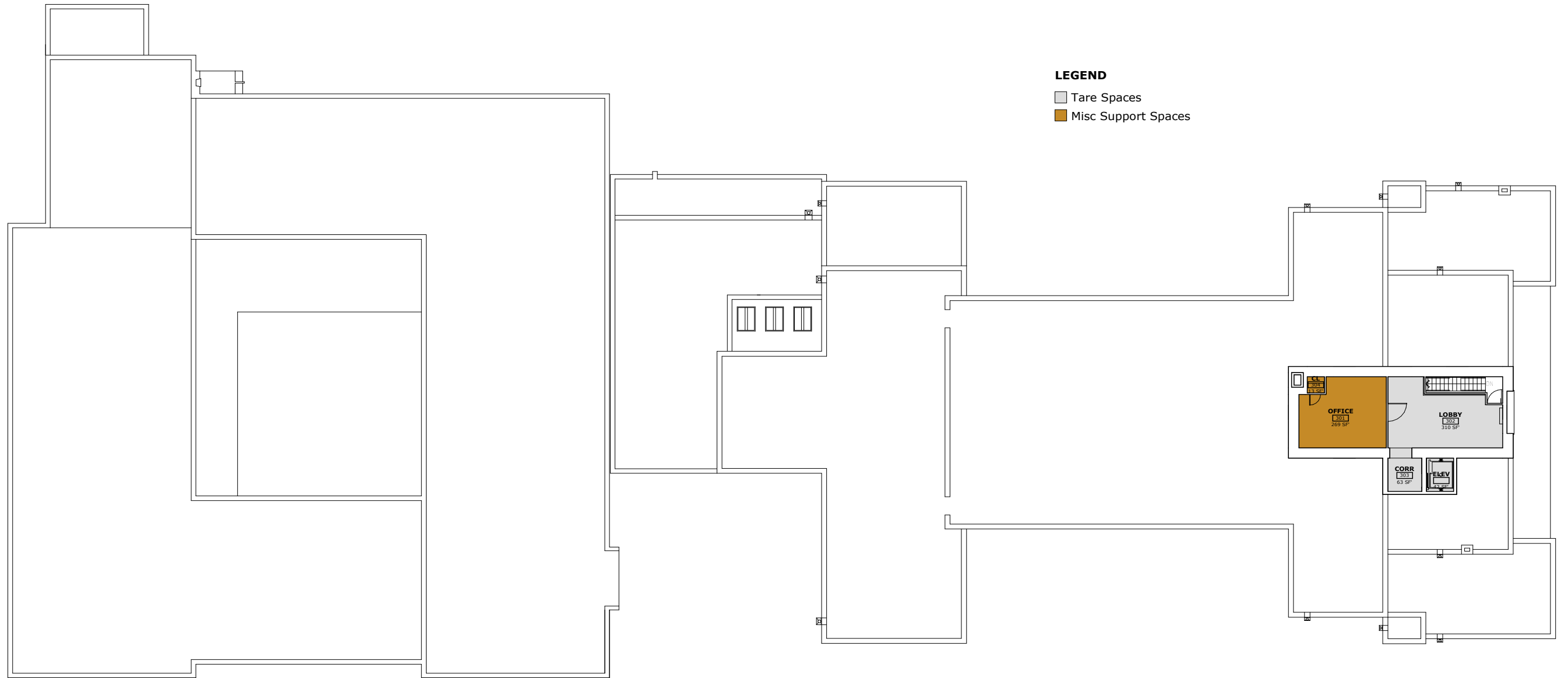


Dillon Hall

1" = 20'-0"

SECOND FLOOR PLAN

PERMANENT BLDG(s)	56,596 SF
+ PORTABLE(s)	0 SF
TOTAL =	56,596 SF



Dillon Hall

1" = 20'-0"

THIRD FLOOR PLAN

PERMANENT BLDG(s)	56,596 SF
+ PORTABLE(s)	0 SF
TOTAL =	56,596 SF



LEGEND

- Tare Spaces
- Faculty Workspace / Teacher's Lounge
- General Storage
- Misc Support Spaces

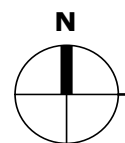
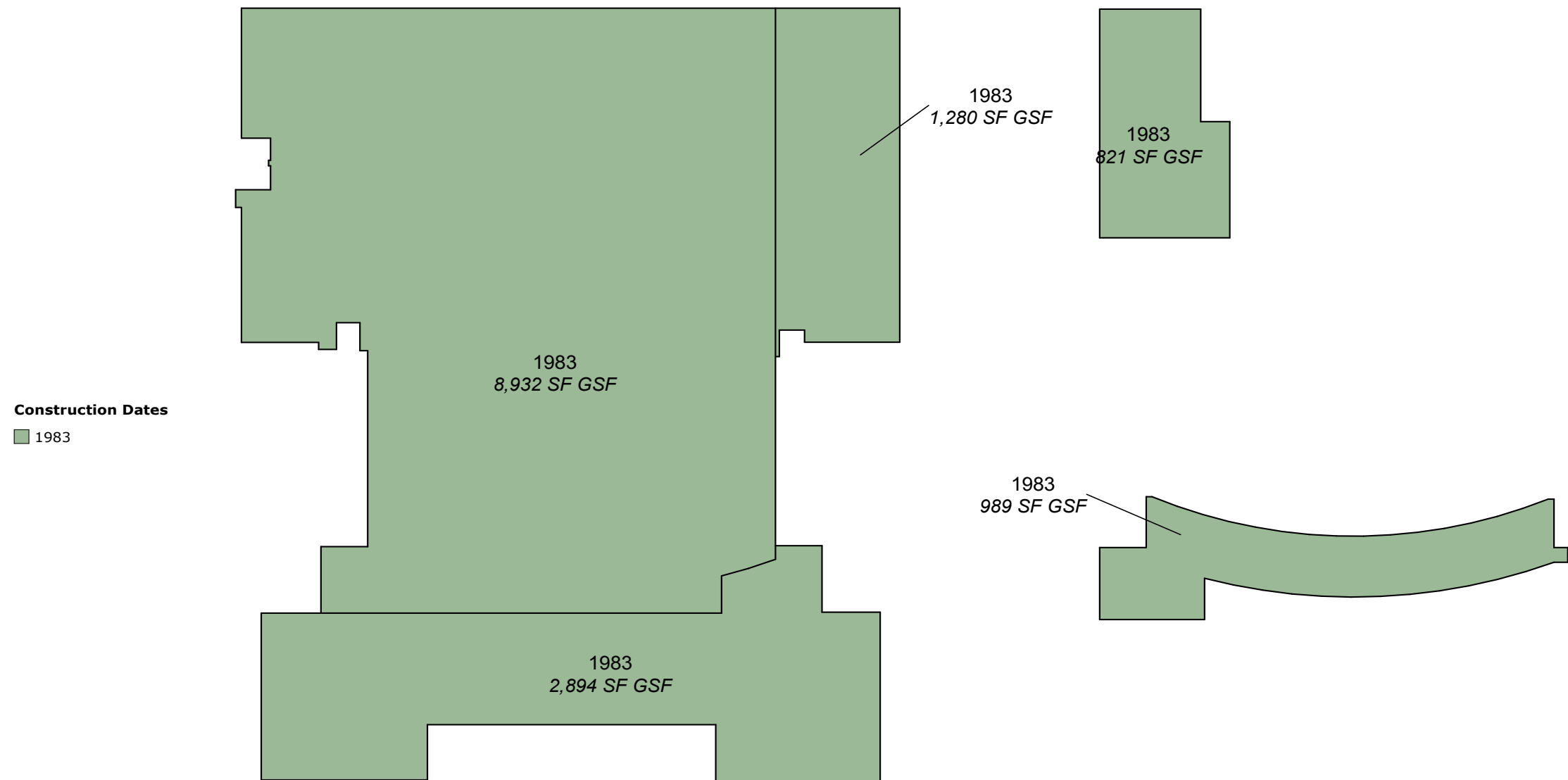
Dillon Hall

1" = 20'-0"

BASEMENT FLOOR PLAN

PERMANENT BLDG(s)	56,596 SF
+ PORTABLE(s)	0 SF
TOTAL =	56,596 SF



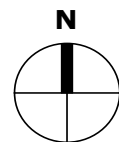
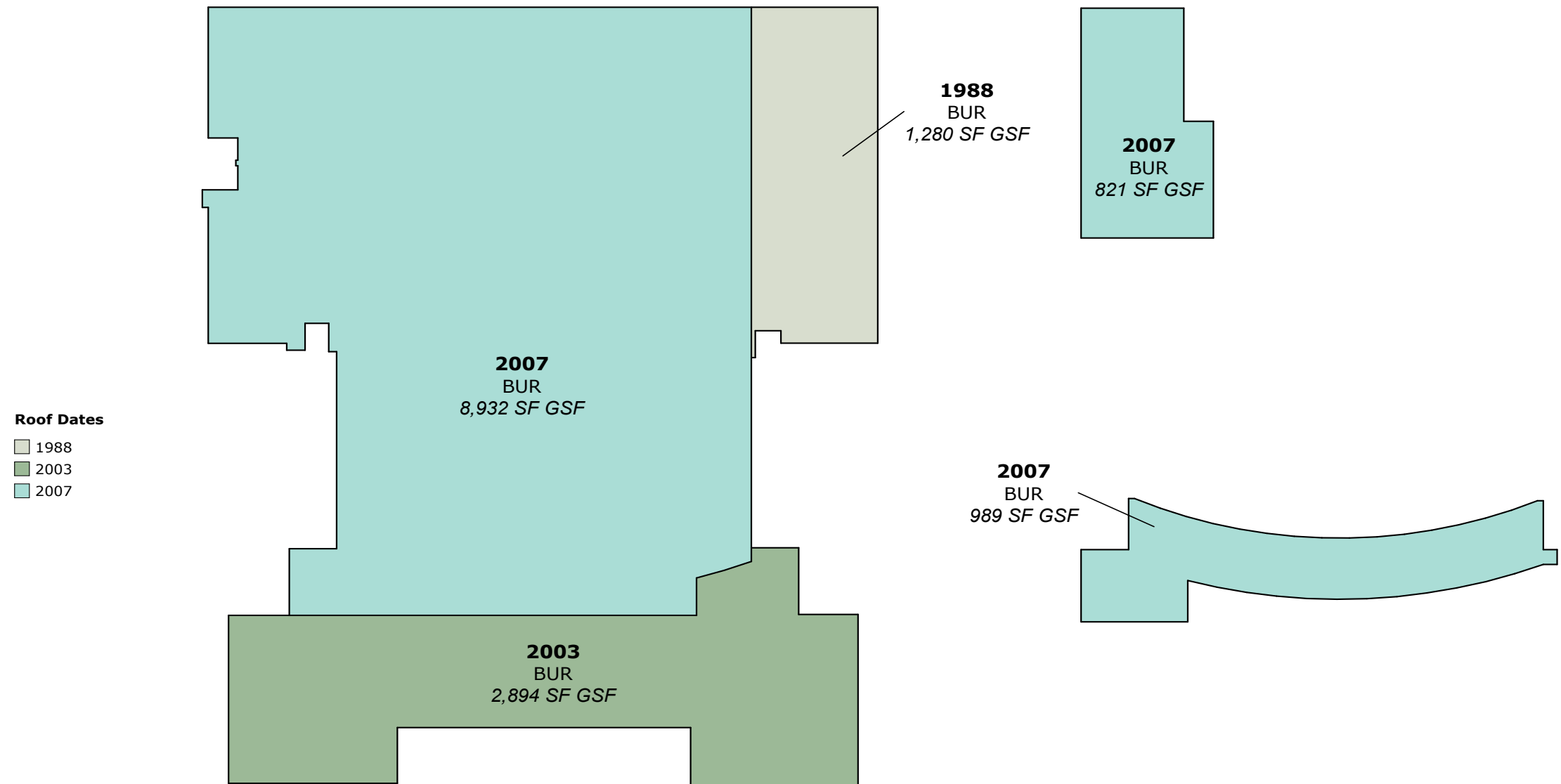


JAL

1" = 20'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	14,916 SF
+ PORTABLE(s)	0 SF
TOTAL =	14,916 SF



JAL

1" = 20'-0"

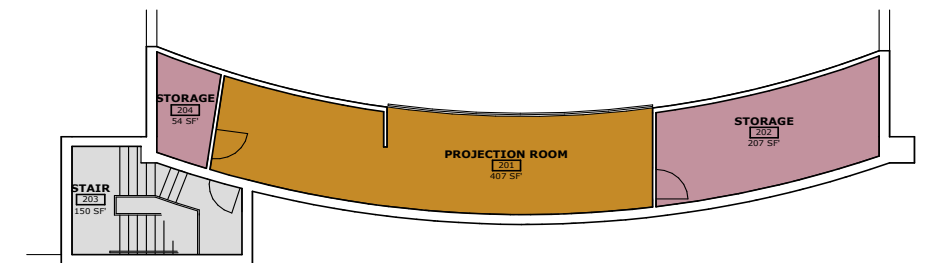
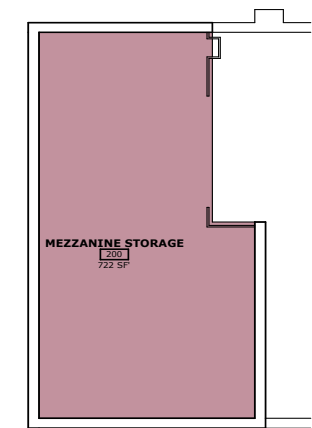
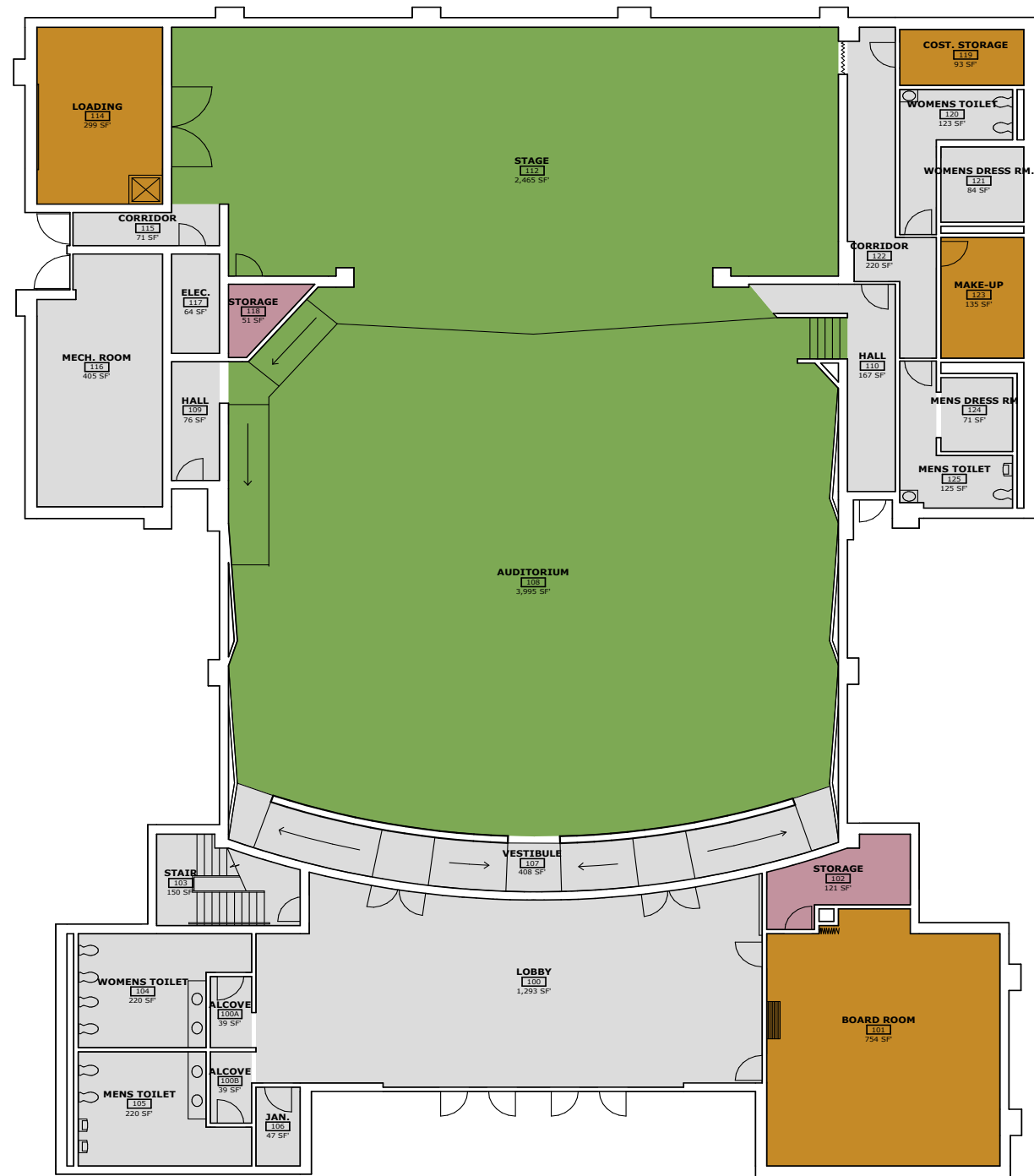
ROOF PLAN

14,916 SF

SECTION
4.1

Site/School Details

GRAPHICS

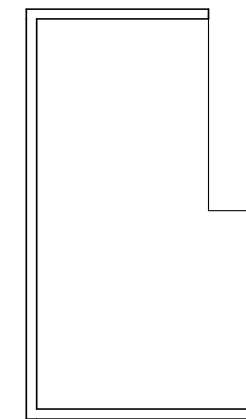
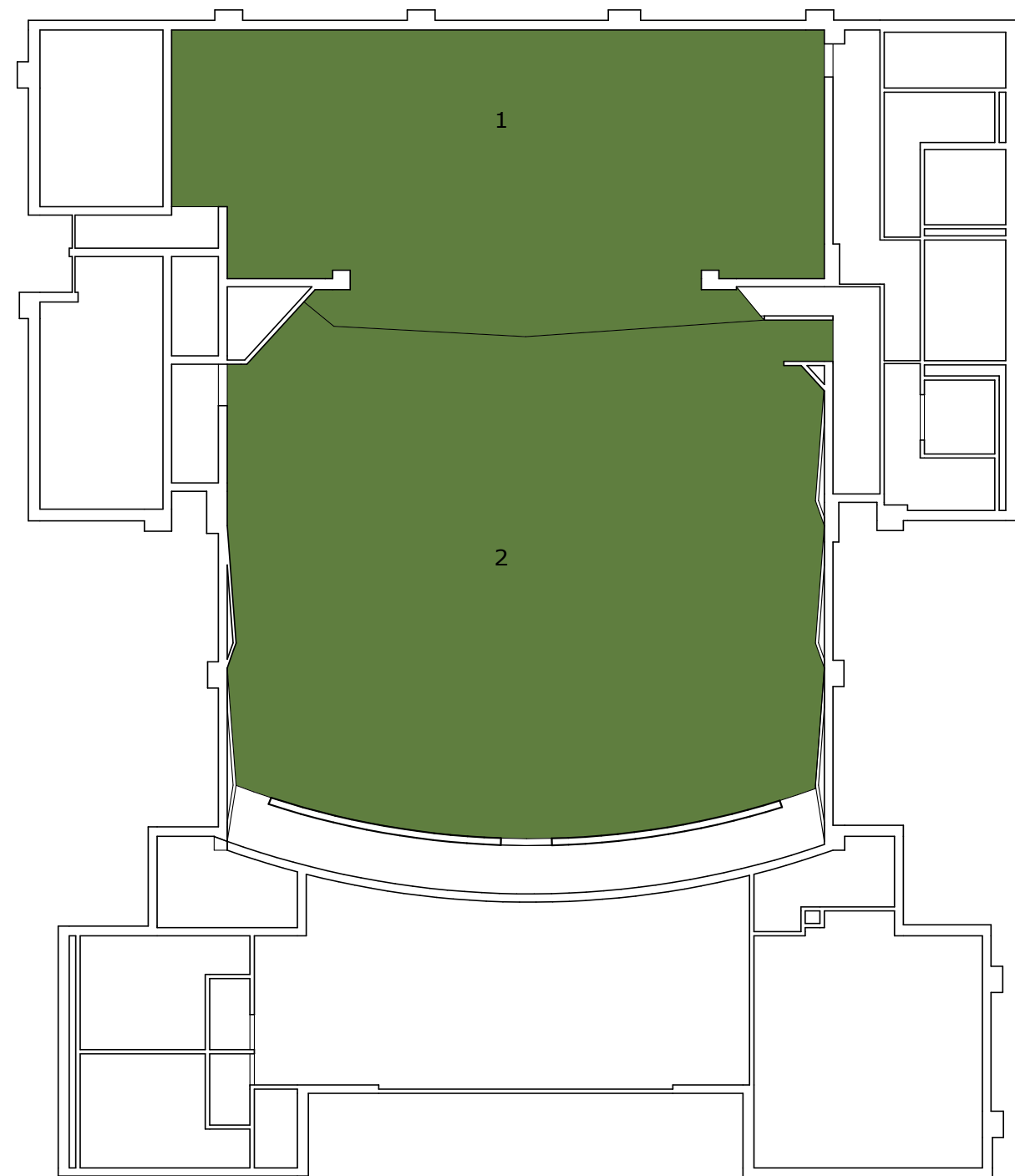


- LEGEND**
- Special Use Classroom
 - Tare Spaces
 - General Storage
 - Misc Support Spaces



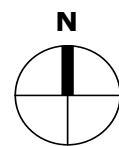
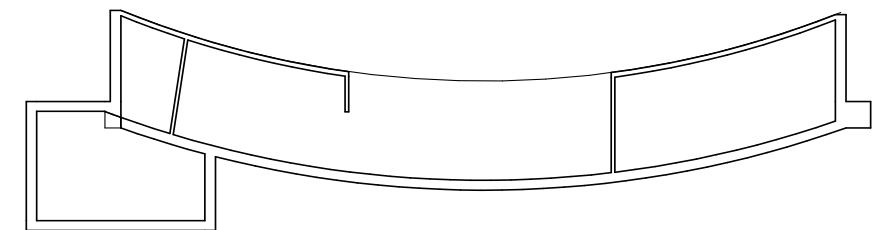
FLOOR PLAN

PERMANENT BLDG(s)	14,916 SF
+ PORTABLE(s)	0 SF
TOTAL =	14,916 SF



LEGEND

■ Special Use Classroom

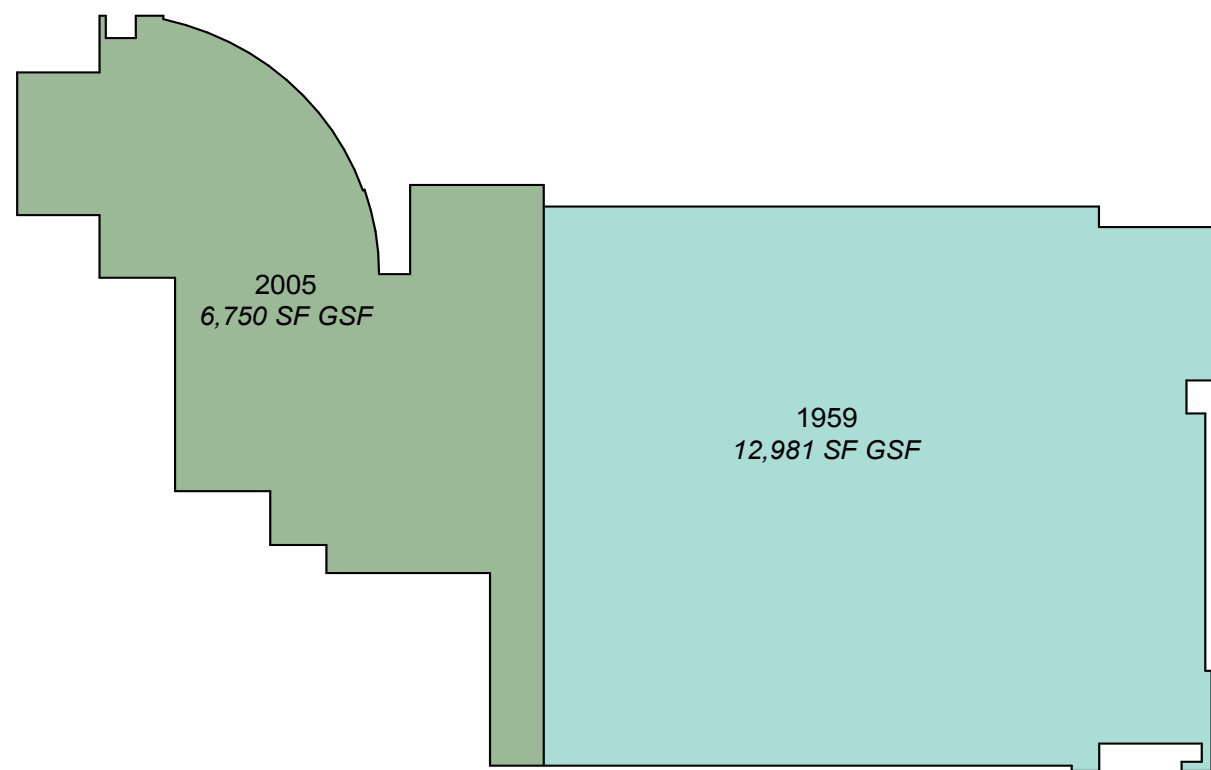


JAL

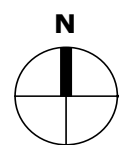
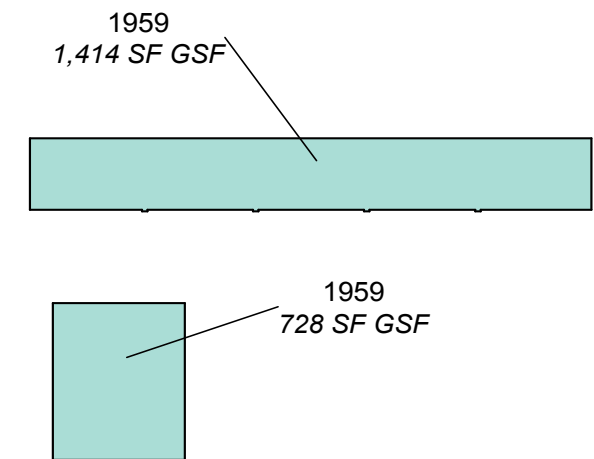
1/16" = 1'-0"

CAPACITY PLAN

Instructional Spaces = 2



Construction Dates
■ 1959
■ 2005

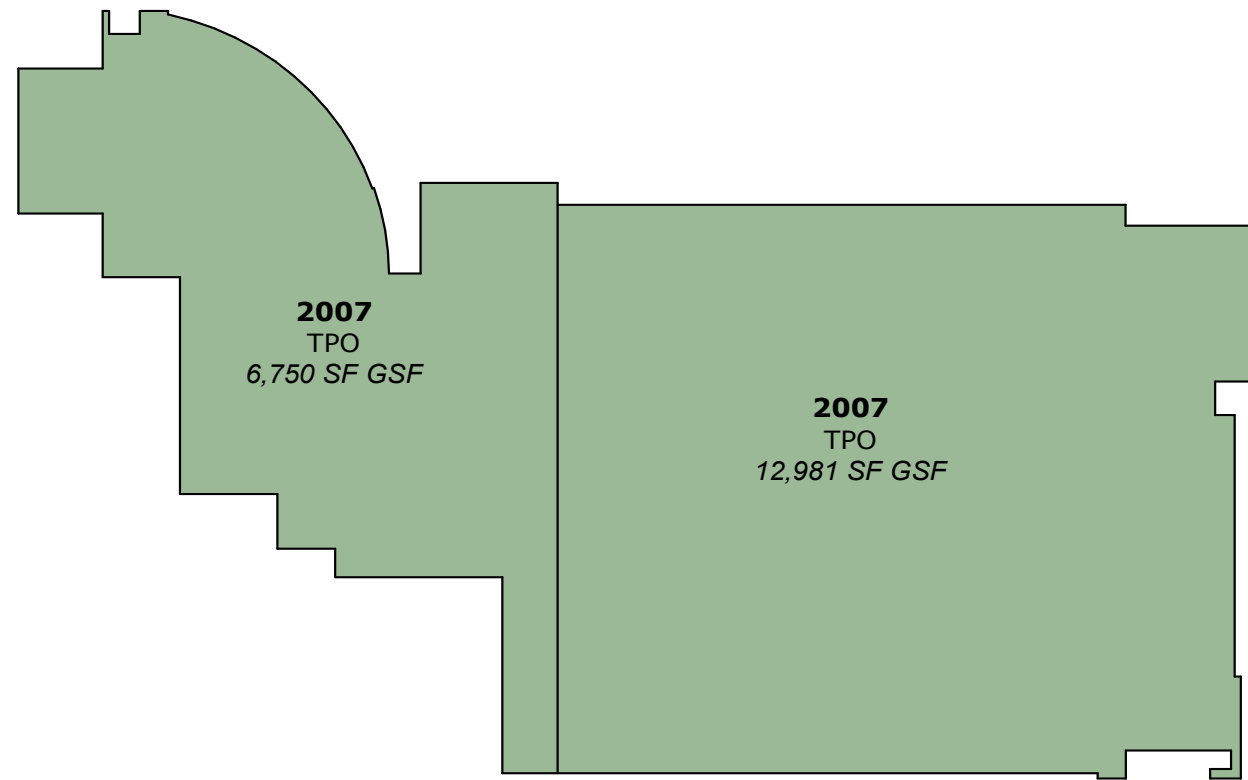


Larson-Gym

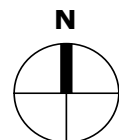
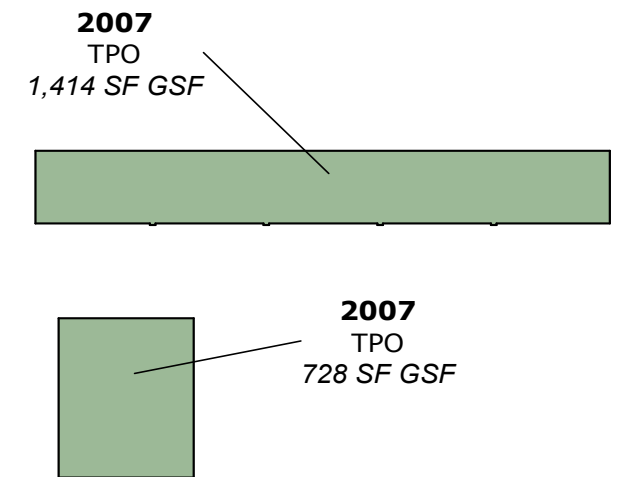
1" = 30'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	21,873 SF
+ PORTABLE(s)	0 SF
TOTAL =	21,873 SF



Roof Dates
■ 2007

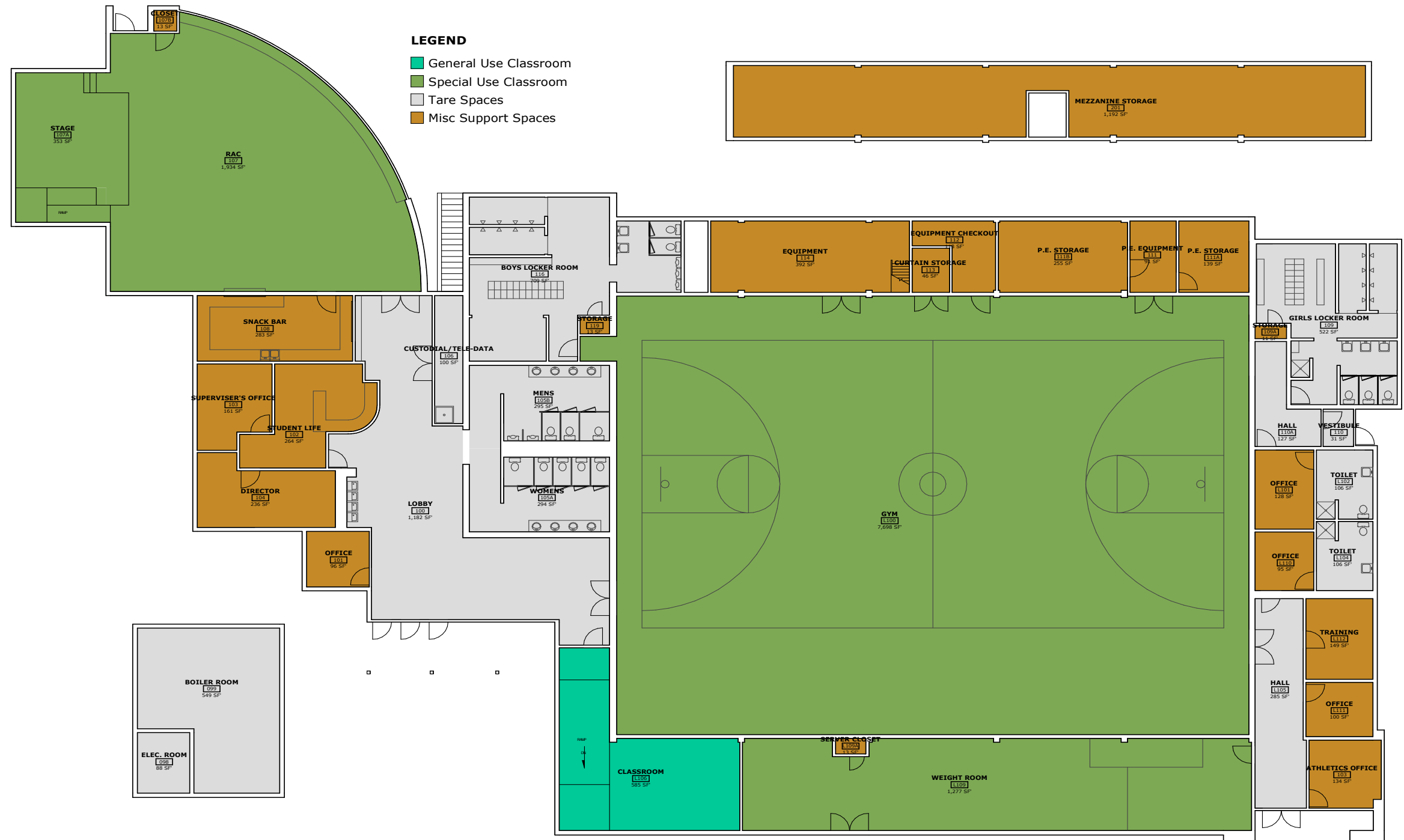


Larson-Gym

1" = 30'-0"

ROOF PLAN

21,873 SF

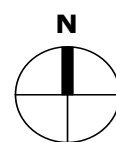
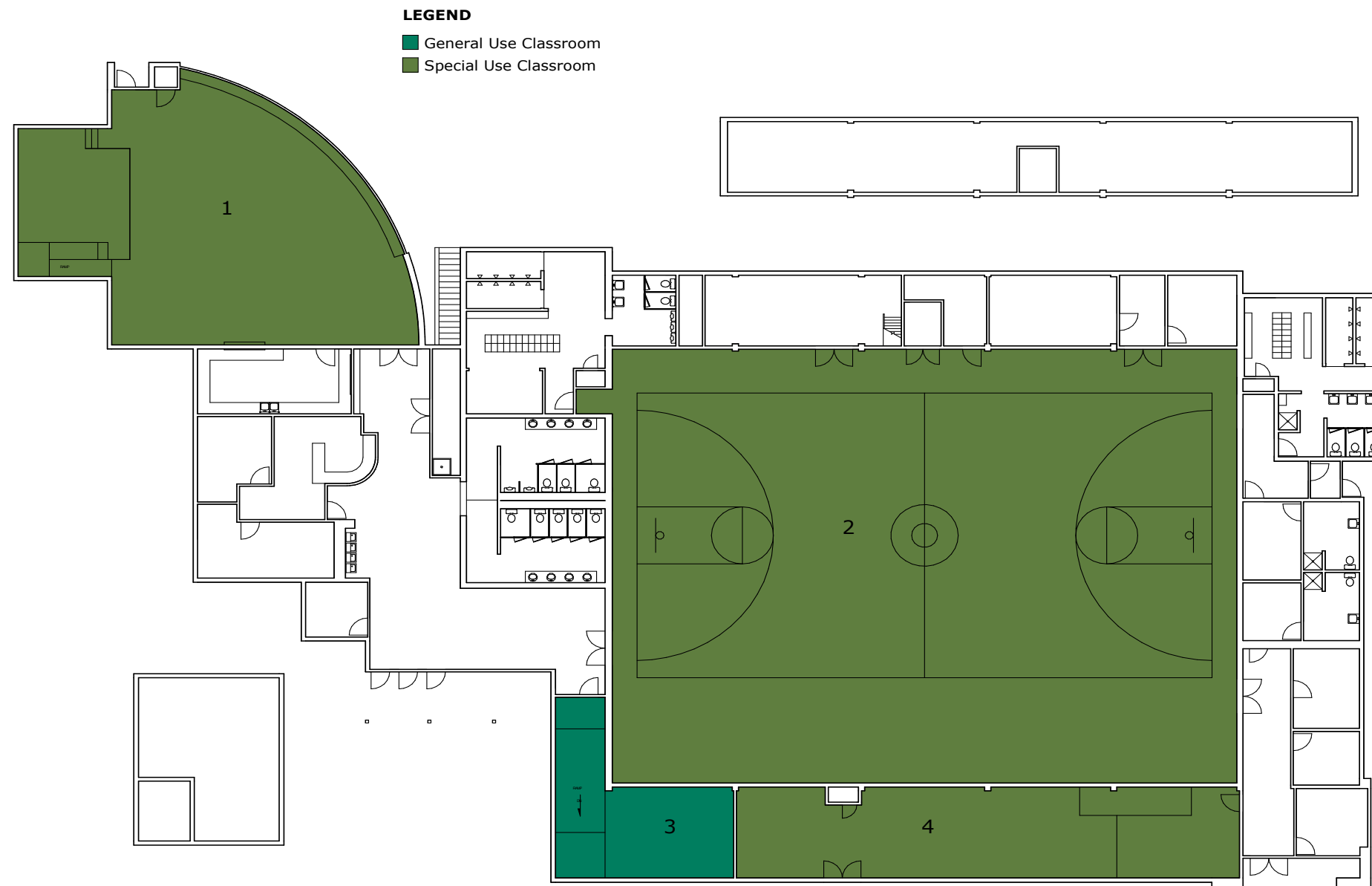


NMSD-MS-HS

1/16" = 1'-0"

FLOOR PLAN

PERMANENT BLDG(s)	21,873 SF
+ PORTABLE(s)	0 SF
TOTAL =	21,873 SF



NMSD-MS-HS

1" = 20'-0"

CAPACITY PLAN

Instructional Spaces = 4

MIDDLE/HIGH SCHOOL UTILIZATION WORKSHEET

PERIOD 5 Time: 12:55-1:55				PERIOD 6 Time: 2:00-3:00				Period 7				Tot. St.	PED Max. PTR /Day	Tot. % Rm Occ. / Day	Occ # of Pd.'s / Day	% Pd. / Day			
# of St.	% Rm Occ.	Grade	Teacher Name	Subject	# of St.	% Rm Occ.	Grade	Teacher Name	Subject	# of St.	% Rm Occ.						Grade	Teacher Name	Subject
	0%					0%					0%				0	112	0%	0	0%
3	34%		Timlen, Cindy	MS Literature	3	34%		Timlen, Cindy	MS Composition	0	0%		Timlen, Cindy	Prep	21	112	34%	5	100%
3	39%	9	Moses, Richie	HS Algebra I	4	52%		Moses, Richie	MS Social Studies		0%				14	112	26%	4	80%
	0%		Bono & Timpson		0	0%	6	Bono & Timpson	MS-SN	0	0%		Bono & Timpson	Prep	15	112	36%	3	60%
	0%		Volmer & Macias			0%		Volmer & Macias			0%		Volmer & Macias		6	112	7%	1	20%
3	47%		Hand, Gary	NM History	6	93%		Hand, Gary	NM History	0	0%		Hand, Gary	Prep	22	112	49%	5	100%
7	80%		Hari, Baca	LS Reading	7	80%		Hari, Baca	LS Writing	0	0%		Hari, Baca	Prep	31	112	50%	4	80%
0	0%		Parker, Niki	Prep	4	52%		Parker, Niki	LS Reading	4	52%		Parker, Niki	LS Writing	24	112	45%	5	100%
6	74%		Harrison, Nate	Geometry	0	0%		Harrison, Nate	Prep	4	49%		Harrison, Nate	Pre-Calculus	23	112	41%	5	100%
6	138%		Ramanathan, Sutha	Pre-Algebra	0	0%		Ramanathan, Sutha	Prep	6	138%		Ramanathan, Sutha	Consumer Math II	25	112	82%	5	100%
4	74%		Everhart, Vicki	Composition	3	55%		Everhart, Vicki	LS Writing	0	0%		Everhart, Vicki	Prep	17	112	45%	4	80%
	0%					0%					0%				0	112	0%	0	0%
0	0%		Roberts	Prep	5	93%		Roberts	CBI	11	204%		Roberts	CBI	31	112	82%	5	100%
11	159%		Parker	CBI	6	87%		Parker	CBI	0	0%		Parker	Prep	35	112	72%	5	100%
4	50%	6	Wilding, Lisa	MS Science	0	0%		Wilding, Lisa	PREP	5	62%	9	Wilding, Lisa	HS Health	21	112	37%	5	100%
7	73%		Anderson, Laurie	Composition	6	62%		Anderson, Laurie	AEIP Writing	6	62%		Anderson, Laurie	AEIP Writing	31	112	46%	5	100%
4	30%		Mitchem, Crystal	Earth Science	5	37%		Mitchem, Crystal	Chemistry	0	0%		Mitchem, Crystal	Prep	24	112	26%	5	100%
	0%		Perez, Letty			0%		Perez, Letty			0%		Perez, Letty		10	112	9%	1	20%
7	47%		King, Eddie	Woodshop CBI	0	0%		King, Eddie	Prep	5	34%		King, Eddie	MS Woodshop	34	112	33%	5	100%
	0%					0%					0%				0	112	0%	0	0%
0	0%		Guggenheim, Laurie	Job Prep/Support	0	0%		Guggenheim, Laurie	Job Prep/Support	0	0%		Guggenheim, Laurie		14	112	21%	3	60%
	0%		Jones, Jesse		4	42%		Jones, Jesse	Driver's Education		0%		Jones, Jesse		8	112	12%	2	40%
	0%					0%					0%				0	112	0%	0	0%
9	56%		Longo, Abby	ECE Art	5	31%		Longo, Abby	Studio Art	4	25%		Longo, Abby	MS Art	37	112	33%	5	100%
	0%					0%				6	38%	9	Moses, Richie	HS Computer Apps	6	112	5%	1	20%
	0%					0%					0%				0	112	0%	0	0%
	0%		Krohn, Dean			0%		Krohn, Dean		6	77%		Krohn, Dean	TV Productions	10	112	18%	2	40%
9	121%		Nichols, Carrie			0%		Nichols, Carrie		4	54%		Nichols, Carrie	Yearbook	28	112	54%	4	80%
5	31%		Haney, Robert	HS PE	0	0%		Haney, Robert	ECE PE	7	44%		Haney, Robert	Adapted PE	41	112	37%	5	100%
	0%					0%					0%				0	112	0%	0	0%
	0%					0%					0%				0	112	0%	0	0%
	0%					0%					0%				0	112	0%	0	0%
88	32%				58	22%				68	25%				528	3,696	27%	94	57%

Based On Number of Instructional Spaces:		
Number of and % Of General Use Classrooms	12	36%
Number of and % Of Special Education Classrooms	2	6%
Number of and % Of Special Use Classrooms	19	58%
Number of and % Of Portable Classrooms	0	0%
	33	100%

Middle and High School: Based On PSFA Square Footage/Student			
74	Stu	634	stu
		46,916	sqft
Existing Permanent + Portable Facilities =		110,732	sqft
Percentage of Difference		236%	

Combined School: Based On PSFA Square Footage/Student			
119	Stu	634	stu
		75,446	sqft
Existing Permanent + Portable Facilities =		138,956	sqft
Percentage of Difference		184%	

SECTION

4.1

Site/School Details

ENROLLMENT / CAPACITY

SUPPORT SPACE					
NUMBER	Space Name & Use	SF	Adequacy Standard Allowable Sq Ft/ Space	Meets Adq. Stds. Yes/No	Area Total
LIBRARY					
E103	Library-Dillon	2746			
E103A	Multi-Media	208			
Sub Total					2,954
TECH					
214	IT/Server	107			
116	Video/Phone	34			
216	Video/Phone	34			
316	Video/Phone	34			
Sub Total					209
ADMINISTRATION					
202	Admin-Dillon	133			
128	Admin-Conference Dillon	732			
Sub Total					865
FACULTY WORKSPACE/TEACHERS LOUNGE					
B38	Faculty Work Lounge-Dillon	71			
202A	Teacher Work Room-Dillon	82			
113	Teacher's Lounge-Dillon	683			
321	Break Area	273			
Sub Total					1,109
MISCELLANEOUS SUPPORT SPACES					
102	Office-Dillon	280			
233	Art-Kiln Room	106			
231	Art-office-cConner	141			
224	Art-Recycling	224			
232	Art-Storage	71			
224A	Art-Storage	106			
130	Book Storage-Dillon	822			
138	CE- Equipment Storage	170			
351	CE-Movie Storage	56			
131	CE-Office-Conner	120			
152	CE-Paint Room	182			
315	CE-Printing Area	338			
124	CE-Recycling Storage	44			
113	CE-Server	196			
125	CE-Wood Storage	242			
304	Closet-Dillon	13			
114	Commons-Dillon	340			
127	Commons-Dillon	234			
307	Comp Storage	103			
134	COMP-Conner	41			
313	Control Room-Conner	123			
133	Dust Equip.-Conner	74			
314	IDF	80			
109	Interview	101			
108	Interview	109			
132	IT Room-Dillon	87			
133	IT Room-Dillon	56			
106	IT/IDF Room-Dillon	28			
205	IT/IDF Room-Dillon	32			
200	Locker Alcove-Dillon	79			
140C	Multipurpose Storage	56			
106	Office-Conner	146			
208	Office-Conner	110			
209	Office-Conner	103			
210	Office-Conner	144			
217	Office-Conner	165			
213	Office-Conner	122			
212	Office-Conner	167			
211	Office-Conner	161			
108	Office-Dillon	333			
203	Office-Dillon	203			
301	Office-Dillon	269			
E103B	Office-Dillon	117			
103	PE- Athletic's Office	134			
113	PE-Curtain Storage	46			
104	PE-Director	236			
114	PE-Equipment	392			
112	PE-Equipment Checkout	113			
L101	PE-Office	128			
L110	PE-Office	95			
L111	PE-Office	100			
101	PE-Office	96			
107B	PE-RAC Closet	13			
L109A	PE-Server Closet	13			
108	PE-Snack Bar	283			
111B	PE-Storage	255			
111A	PE-Storage	139			
111	PE Equipment	91			
119	PE-Storage	13			
109A	PE-Storage	11			
103	PE-Supervisor's Office	161			
L112	PE-Training	149			
107	Reception-Dillon	215			
E103C	Staff Dvpt	126			
109	Storage	37			
324	Storage	83			
324A	Storage	100			
102	Student Life	264			
110	Transition Office	141			
B64	Vacant Storage-Dillon	57			
B53	Vacant-Dillon	495			
B54	Vacant-Dillon	227			
B51	Vacant-Dillon	729			

SECTION

4.1

Site/School Details

ENROLLMENT / CAPACITY

SUPPORT SPACE					
NUMBER	Space Name & Use	SF	Adequacy Standard Allowable Sq Ft/ Space	Meets Adq. Stds. Yes/No	Area Total
B66	Vacant-Dillon	458			
B59	Vacant-Dillon	233			
B58	Vacant-Dillon	299			
B33	Vacant-Dillon	1146			
B36	Vacant-Dillon	1075			
B05	Vacant-Dillon	411			
B10	Vacant-Dillon	241			
B07	Vacant-Dillon	214			
B31	Vacant-Dillon	200			
101	BOARD ROOM	754			
119	COST. STORAGE	93			
114	LOADING	299			
123	MAKE-UP	135			
201	PROJECTION ROOM	407			
111	STAGE WING	495			
113	STAGE WING	360			
119	Dillon Clrm	325			
104	Dillon Clrm	361			
Miscellaneous Sub Total					19,142
PE Support Sub Total					
PE Support Sub Total					0
Academic Support Sub Total					24,279
GENERAL STORAGE					
B61	Closet	44			
B60	Closet	28			
B04	Closet	24			
B09	Closet	55			
B56	Storage	182			
200	MEZZANINE STORAGE	722			
118	STORAGE	51			
102	STORAGE	121			
204	STORAGE	54			
202	STORAGE	207			
Sub Total					1,488
MECHANICAL, ELECTRICAL, JANITORIAL					
B65	Electrical	11			
B03	Boiler Room	656			
211	Electrical	25			
115	Electrical	25			
118	Electrical	20			
214	Electrical	18			
	Elevator-floor 1	42			
	Elevator-floor 2	42			
	Elevator-floor 3	42			
119	Elevator-basement	41			
B08	Elevator Machine Room	63			
227	Janitor	27			
112	Janitor	42			
B62	Janitor	13			
B02	Phone Room	512			
225	Electrical	37			
325	Electrical	70			
114	Electrical	107			
117	Electrical	51			
318	Elevator Cont	8			
102A	Elevator	51			
202A	Elevator	51			
119	Janitor	70			
219	Janitor	41			
319	Janitor	63			
136	Mechanical Room	302			
99	Boiler Room	549			
106	Custodial Tele-data	100			
98	Electrical Room	88			
117	ELEC.	64			
106	JAN.	47			
116	MECH. ROOM	405			
Sub Total					3,683
TOILETS					
B39	Boys RR	100			
217	Boys RR	159			
121	Boys RR	153			
B40	Girls	107			
218	Girls	163			
122	Girls	157			
110	Restroom	47			
111	Restroom	46			
105	Restroom	53			
210	Unisex	54			
128	Men	183			
228	Men	178			
328	Men	200			
118	Unisex	69			
218	Unisex	58			
127	Women	182			
227	Women	178			
327	Women	197			
105B	PE-Mens	295			
L102	Pe-Toilet	106			
L104	Pe-Toilet	106			
105A	PE-Women's	294			
126	MENS TOILET	125			
105	MENS TOILET	220			

SECTION

4.1

Site/School Details

ENROLLMENT / CAPACITY

SUPPORT SPACE					
NUMBER	Space Name & Use	SF	Adequacy Standard Allowable Sq Ft/ Space	Meets Adq. Stds. Yes/No	Area Total
120	WOMENS TOILET	123			
104	WOMENS TOILET	220			
Sub Total					3,773

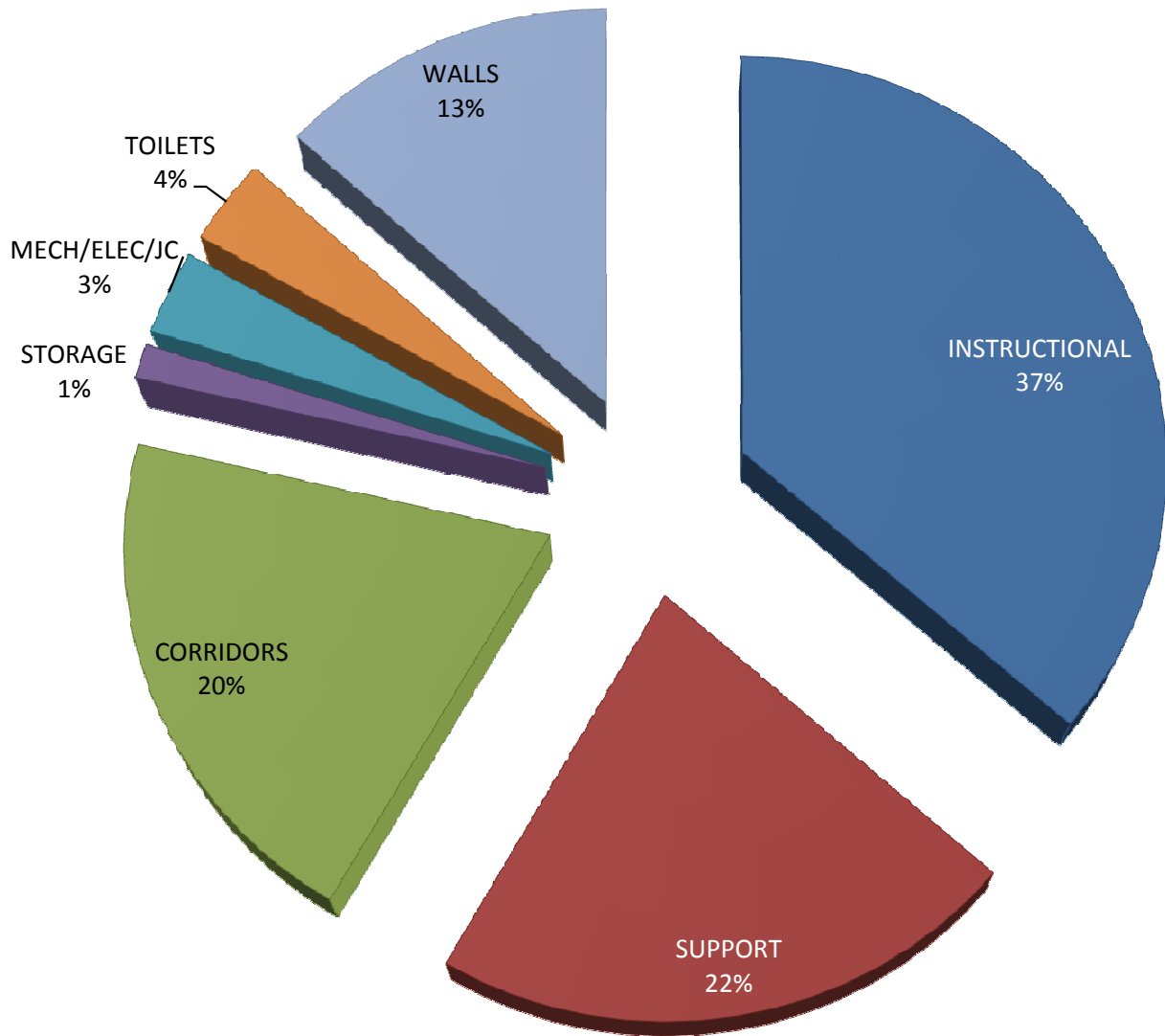
CORRIDORS					
136	Tare	201			
303	Corridor	63			
204	Corridor	148			
857	Corridor	93			
806	Corridor	83			
856	Corridor	601			
863	Corridor	183			
852	Corridor	149			
219	Corridor	853			
123	Corridor	803			
167	Basement Crawl Space	132			
169	Basement Crawl Space	386			
171	Basement Crawl Space	494			
173	Basement Crawl Space	476			
174	Basement Crawl Space	135			
302	Lobby	310			
220	Lobby	184			
201	Lobby	430			
101	Lobby	733			
124	Lobby	386			
131	Lobby	1004			
850	Lobby	153			
801	Lobby	465			
125	Ramp	103			
225	Stairs	160			
224	Stairs	86			
226	Stairs	26			
135	Stairs #1	143			
134	Stairs #2	87			
120	Stairs-basement	115			
158	Stairs-basement	44			
855	Under Ramp-basement	83			
139	Bleachers	139			
126	Corridor	42			
120	Corridor	613			
115	Corridor	114			
226	Corridor	42			
215	Corridor	112			
220	Corridor	679			
320	Corridor	844			
111	Vestibule	76			
121	Gallery	289			
102	Lobby	415			
202	Lobby	665			
302	Lobby	139			
123	Stairs	282			
223	Stairs	289			
204	Stairs	379			
230	Stairs	289			
304	Stairs	272			
103	Vending	59			
137	Vestibule	79			
122	Vestibule	51			
101	Vestibule	175			
222	Waiting	117			
107	Corridor	126			
116	Boys Locker Room	709			
109	Girl's Locker Room	522			
110A	PE- Hall	127			
L105	PE-Hall	285			
100	PE-Lobby	1182			
201	PE-Mezzanine	1192			
110	PE-Vestibule	31			
100B	ALCOVE	39			
100A	ALCOVE	39			
115	CORRIDOR	71			
122	CORRIDOR	220			
110	HALL	167			
109	HALL	76			
100	LOBBY	1293			
124	MENS DRESS RM	71			
103	STAIR	150			
203	STAIR	150			
107	VESTIBULE	408			
121	WOMENS DRESS RM.	84			
Sub Total					22,415
Support Sub Total					55,638

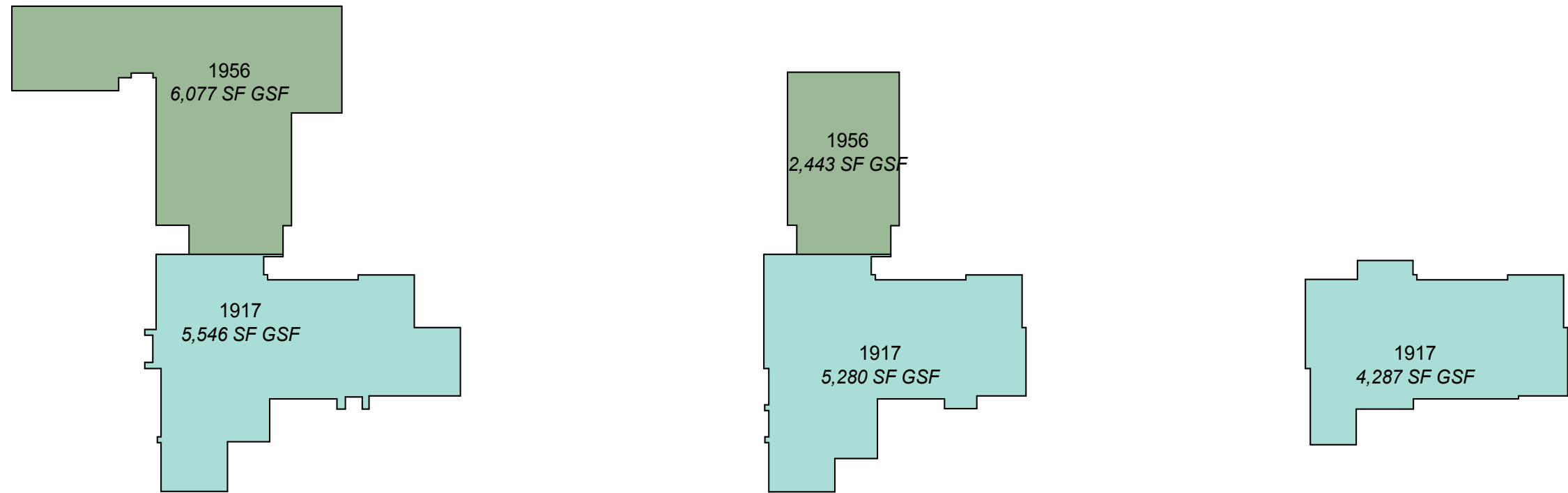
SUPPORT TOTAL	55,638 SqFt
Instructional Total	40,321 SqFt
Permanent Facility Total (net)	95,959 SqFt
Permanent Facility Total (gross)	110,732 SqFt
Portable Total	0 SqFt
Facilities Total	110,732 SqFt

Gross Square footage includes Dillon, Connor, Larson, and JAL.

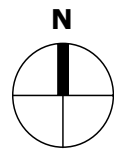
MIDDLE SCHOOL & HIGH SCHOOL

SPACE USAGE PERCENTAGES





Construction Dates
 1917
 1956

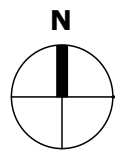
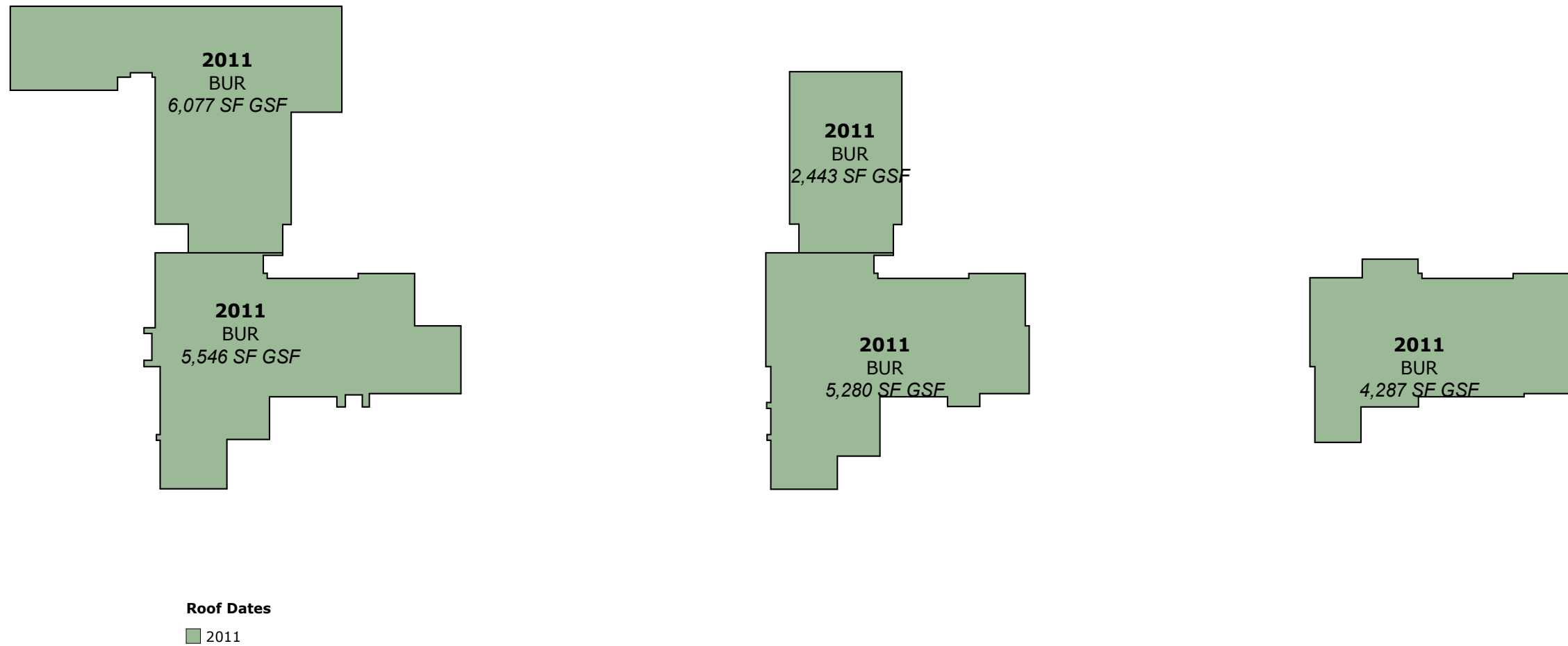


Cartwright Hall

1" = 40'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	23,633 SF
+ PORTABLE(s)	0 SF
TOTAL =	23,633 SF



Cartwright Hall

1" = 40'-0"

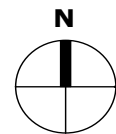
ROOF PLAN

23,633 SF

SECTION
4.1

Site/School Details

GRAPHICS



Cartwright Hall

1 : 200

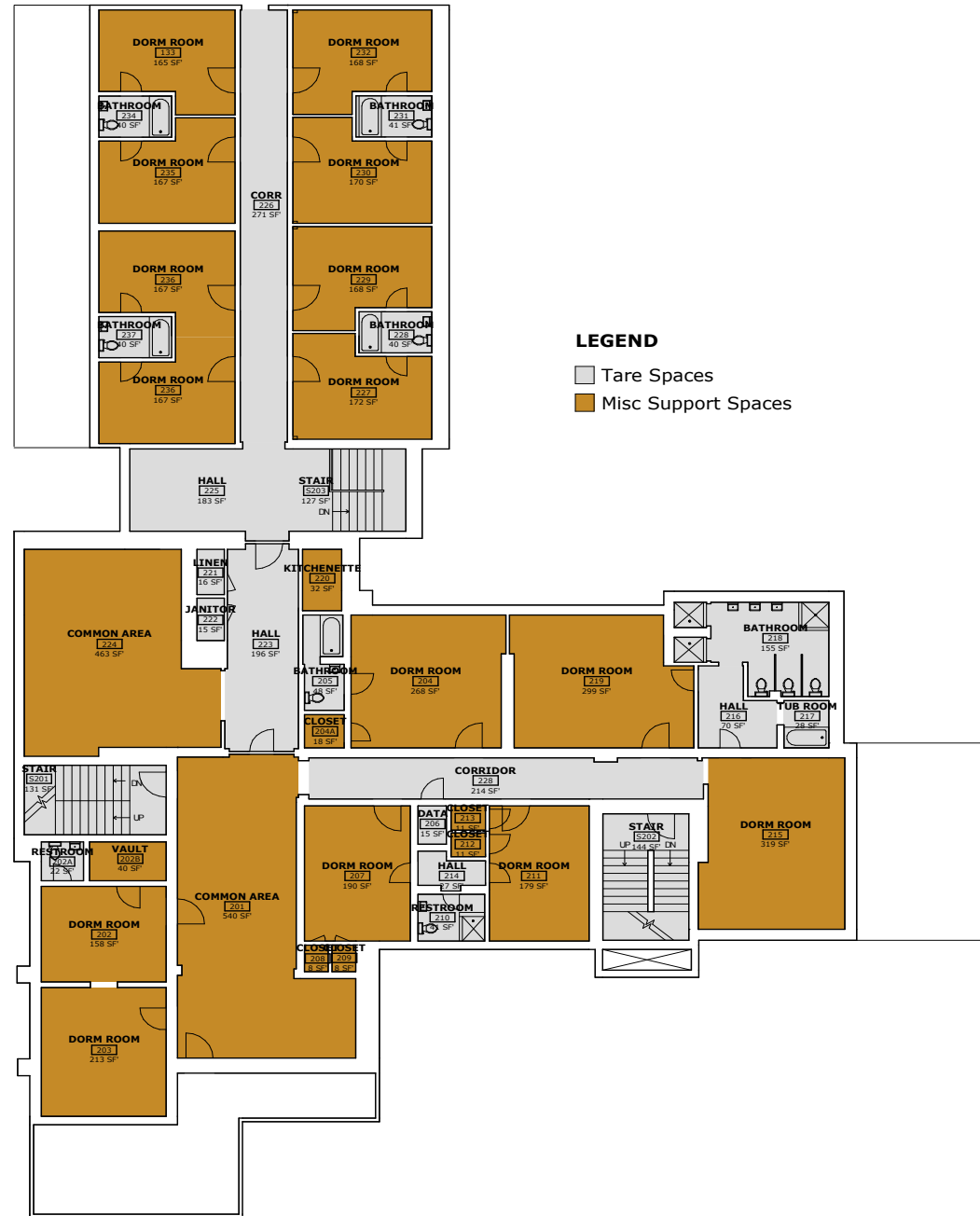
FIRST FLOOR

PERMANENT BLDG(s)	23,633 SF
+ PORTABLE(s)	0 SF
TOTAL =	23,633 SF

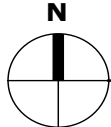
SECTION
4.1

Site/School Details

GRAPHICS



LEGEND
 □ Tare Spaces
 ■ Misc Support Spaces



Cartwright Hall

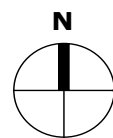
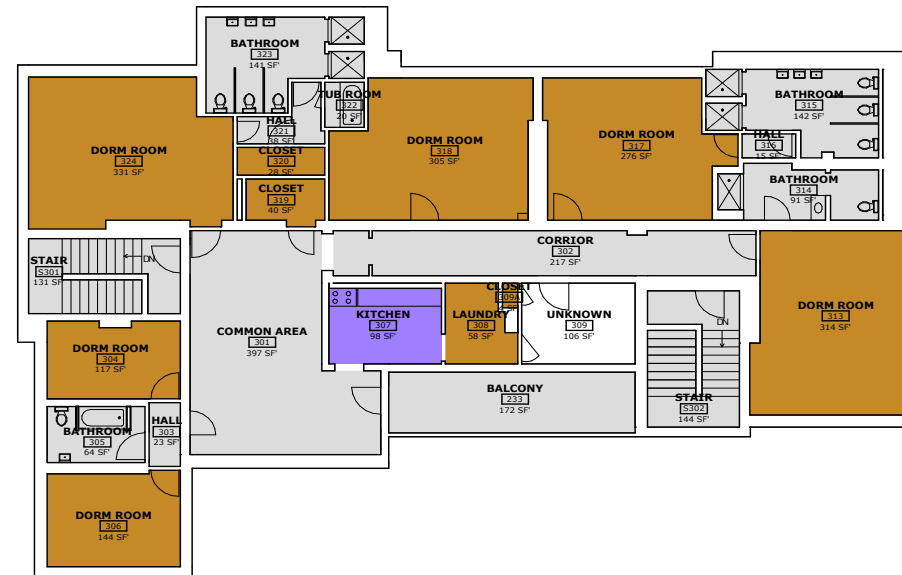
1 : 200

SECOND FLOOR

PERMANENT BLDG(s)	23,633 SF
+ PORTABLE(s)	0 SF
TOTAL =	23,633 SF

LEGEND

- Food Services
- Tare Spaces
- Misc Support Spaces

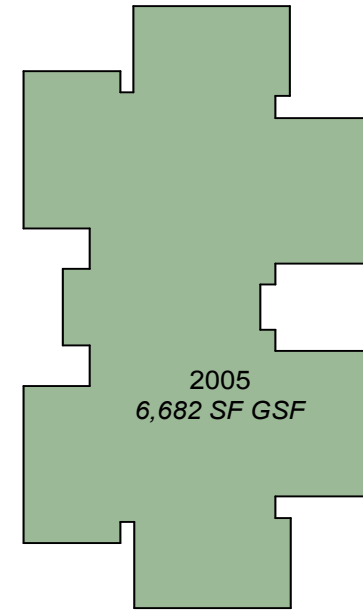
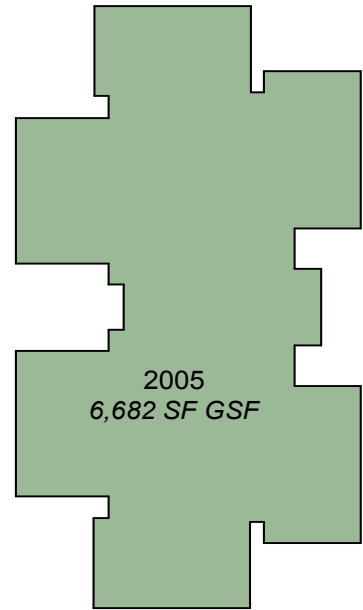


Cartwright Hall

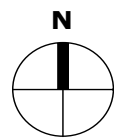
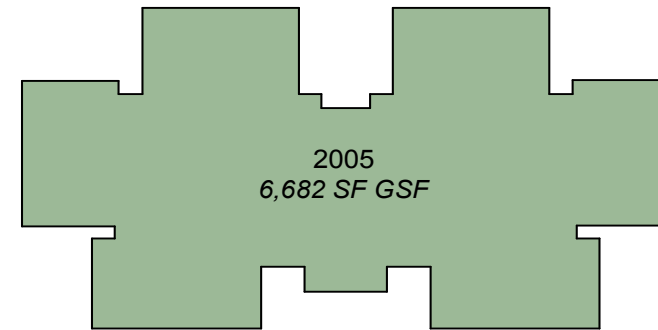
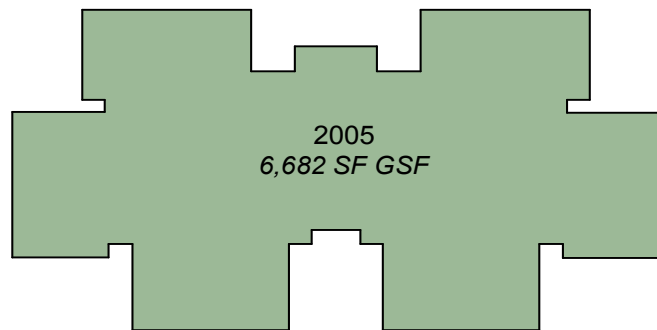
1 : 200

THIRD FLOOR

PERMANENT BLDG(s)	23,633 SF
+ PORTABLE(s)	0 SF
TOTAL =	23,633 SF



Construction Dates
■ 2005

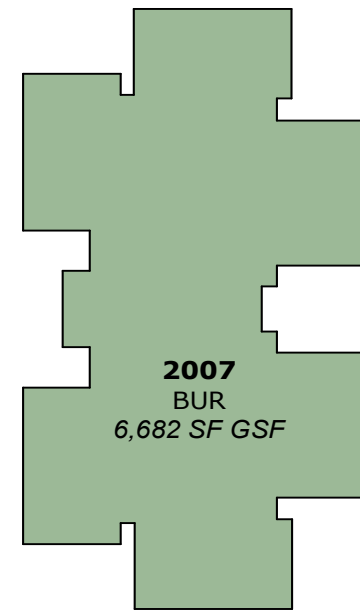
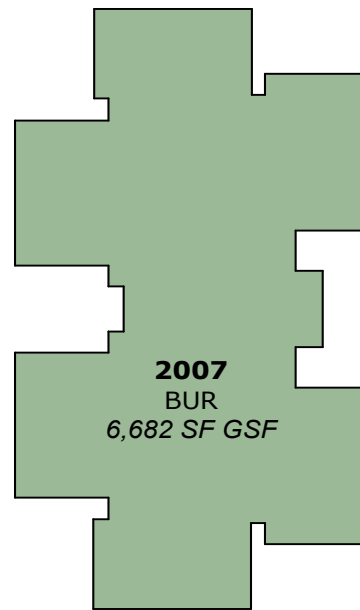


Cottages

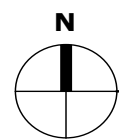
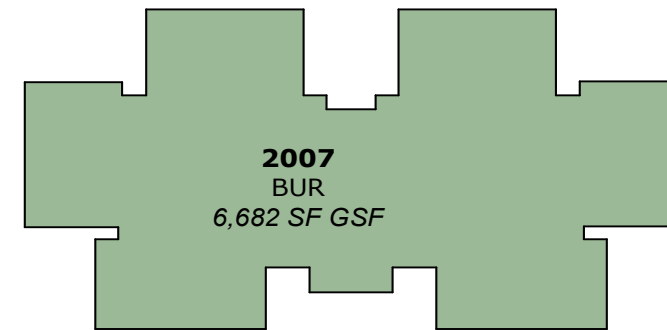
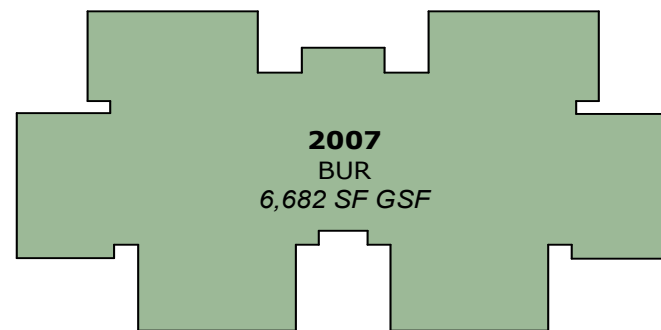
1/32" = 1'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	26,727 SF
+ PORTABLE(s)	0 SF
TOTAL =	26,727 SF



Roof Dates
■ 2007



Cottages

1/32" = 1'-0"

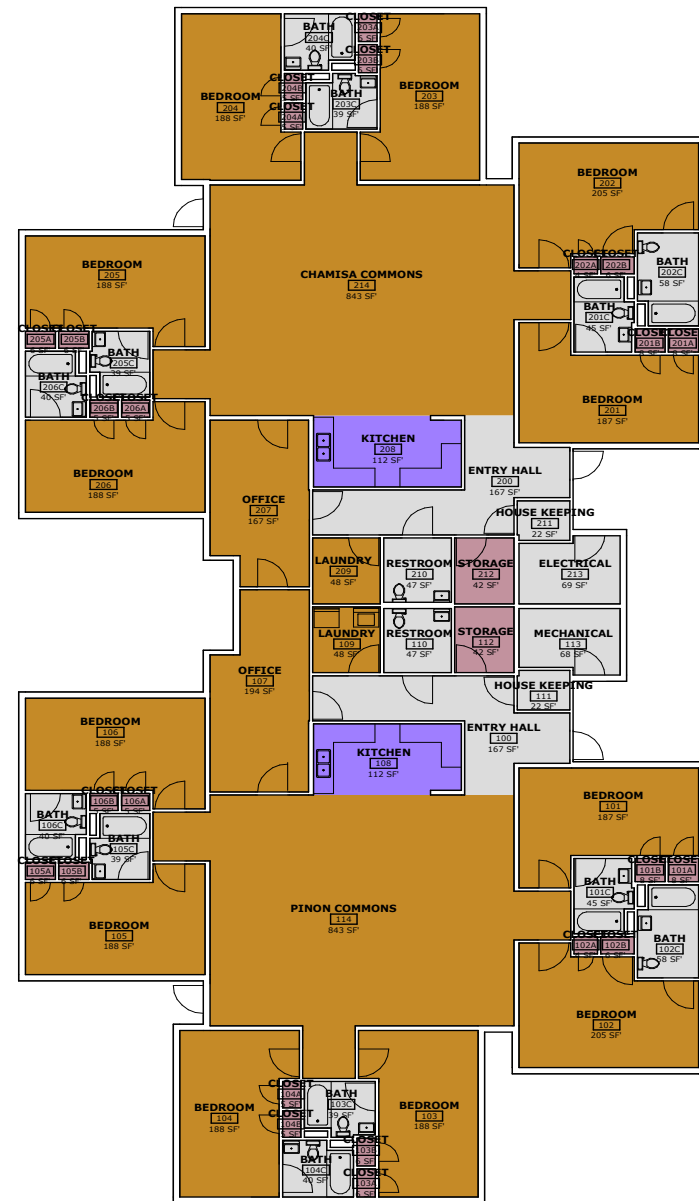
ROOF PLAN

26,727 SF

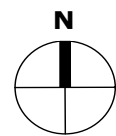
SECTION
4.1

Site/School Details

GRAPHICS



- LEGEND**
- Food Services
 - Tare Spaces
 - General Storage
 - Misc Support Spaces -PSCPC Funded

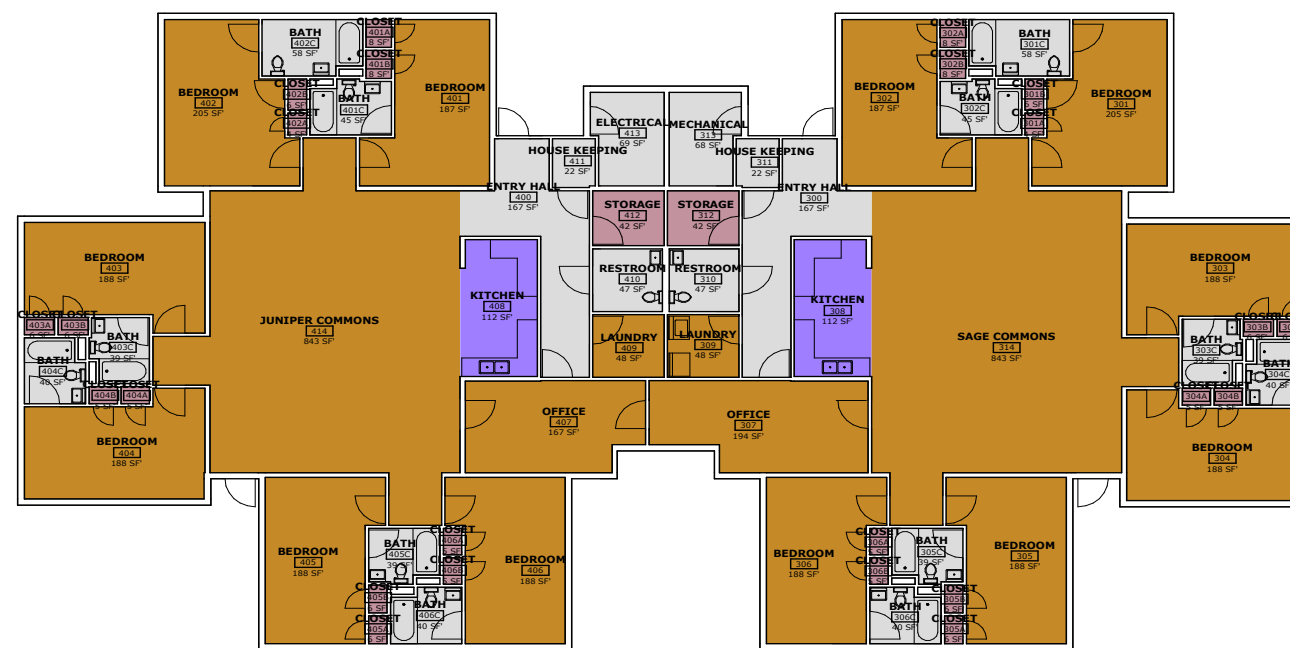


Cottages

1/16" = 1'-0"

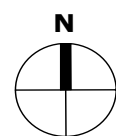
COTTAGE A

PERMANENT BLDG(s)	26,727 SF
+ PORTABLE(s)	0 SF
TOTAL =	26,727 SF



LEGEND

- Food Services
- Tare Spaces
- General Storage
- Misc Support Spaces-PSCPC Funded



Cottages

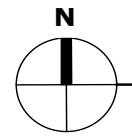
1/16" = 1'-0"

COTTAGE B

PERMANENT BLDG(s)	26,727 SF
+ PORTABLE(s)	0 SF
TOTAL =	26,727 SF



- LEGEND**
- Food Services
 - Tare Spaces
 - General Storage
 - Misc Support Spaces-PSCPC Funded

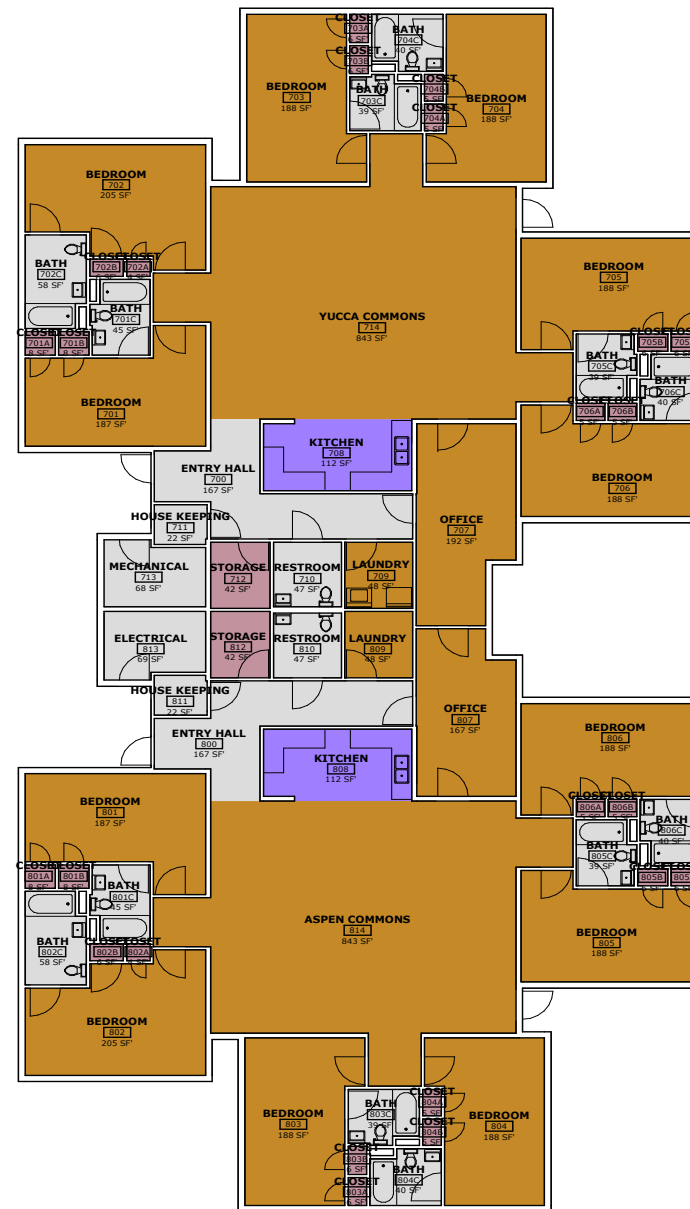


Cottages

1/16" = 1'-0"

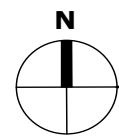
COTTAGE C

PERMANENT BLDG(s)	26,727 SF
+ PORTABLE(s)	0 SF
TOTAL =	26,727 SF



LEGEND

- Food Services
- Tare Spaces
- General Storage
- Misc Support Spaces-PSCPC Funded

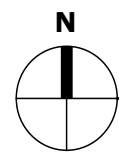
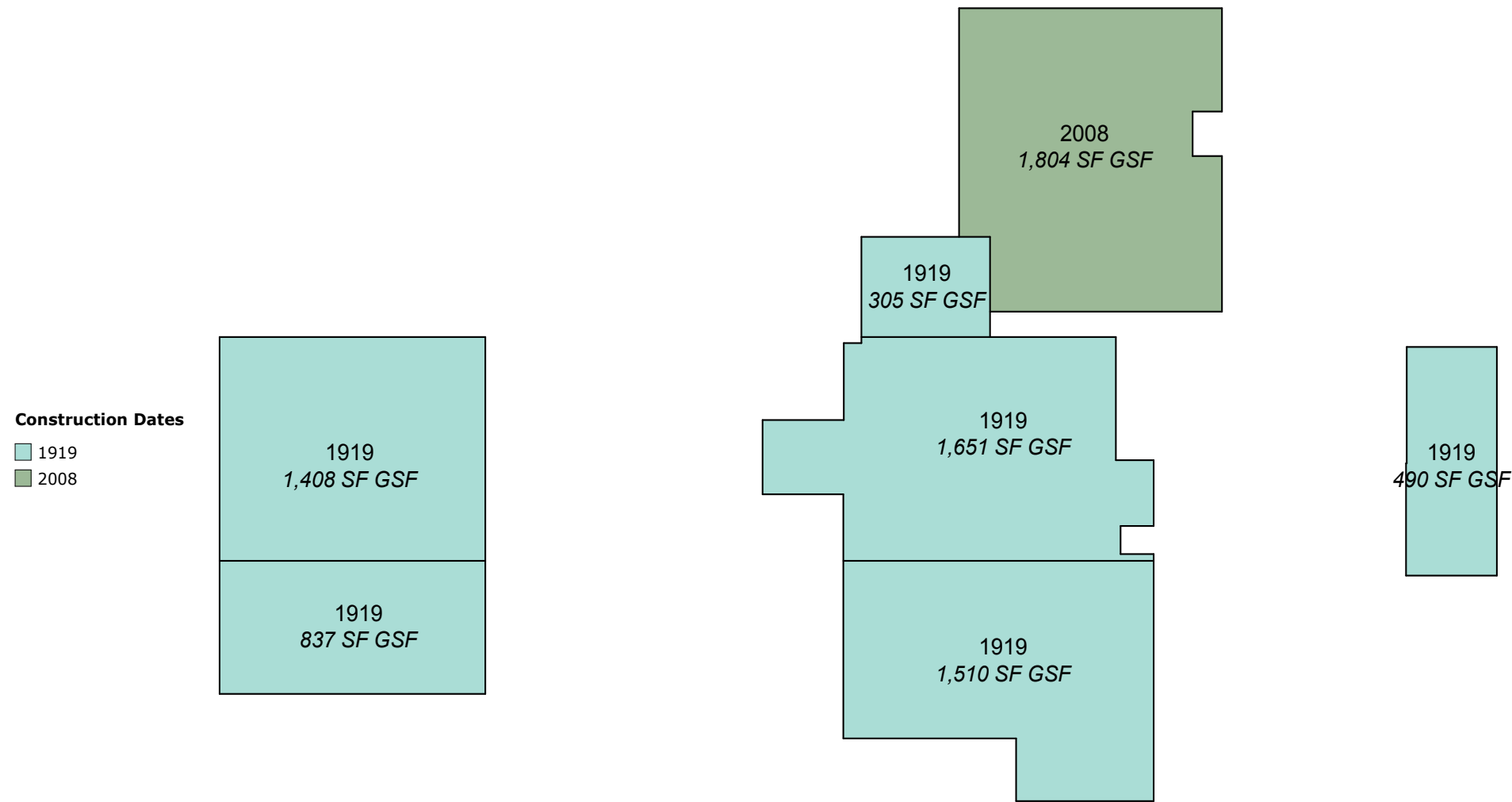


Cottages

1/16" = 1'-0"

COTTAGE D

PERMANENT BLDG(s)	26,727 SF
+ PORTABLE(s)	0 SF
TOTAL =	26,727 SF

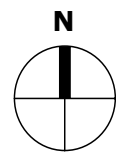
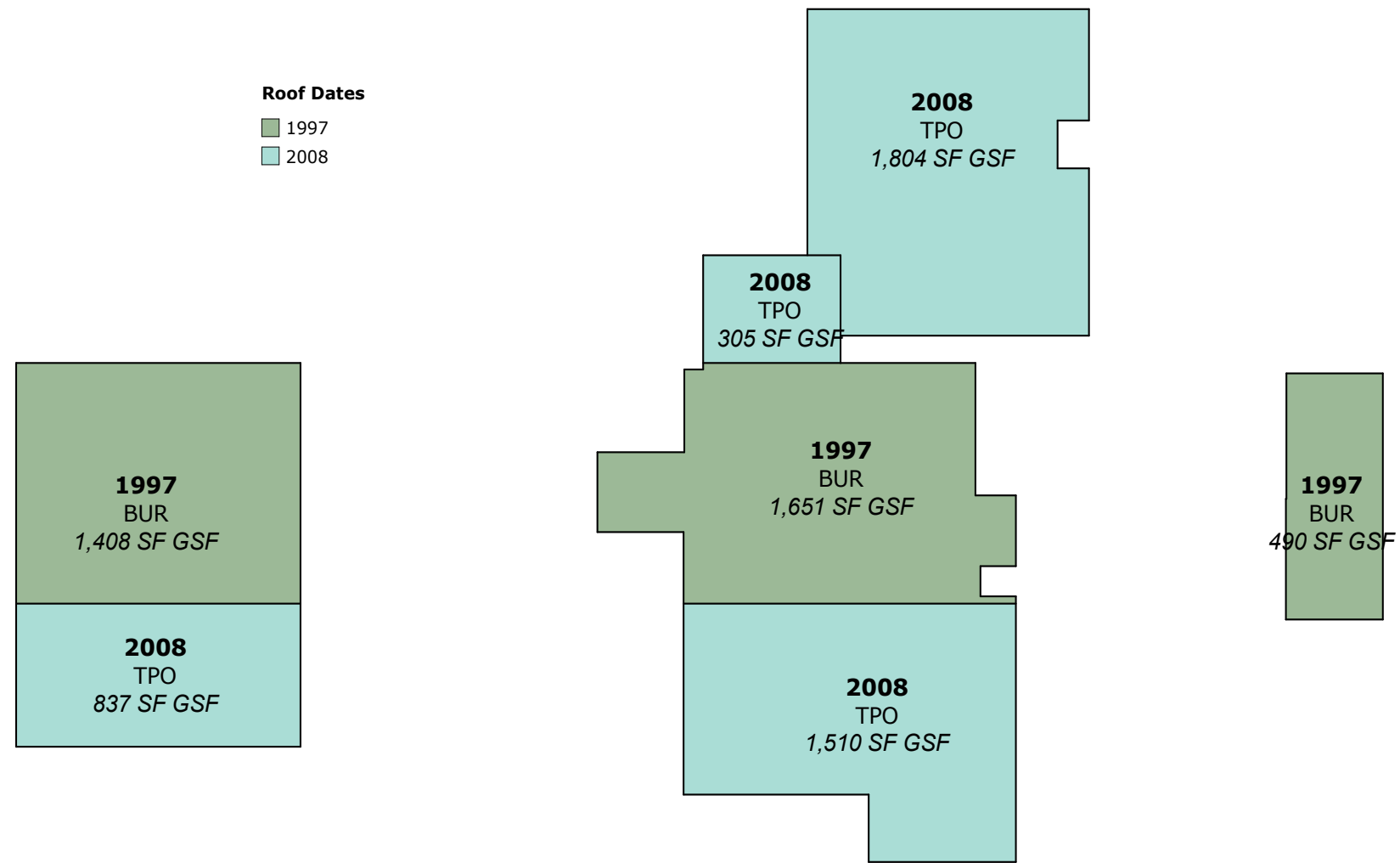


Delgado

1" = 20'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	8,003 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,003 SF

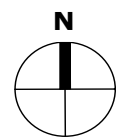
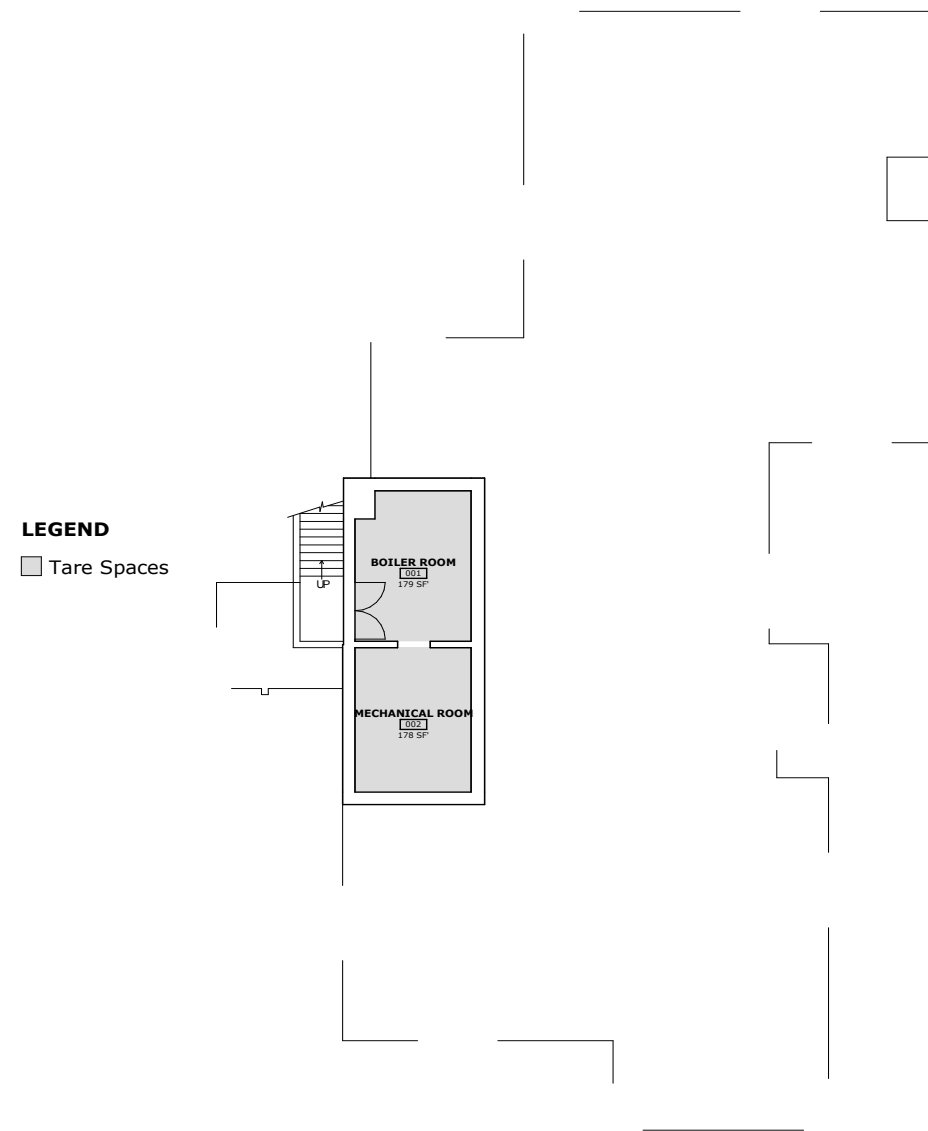


Delgado

1" = 20'-0"

ROOF PLAN

8,003 SF

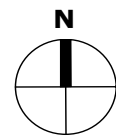
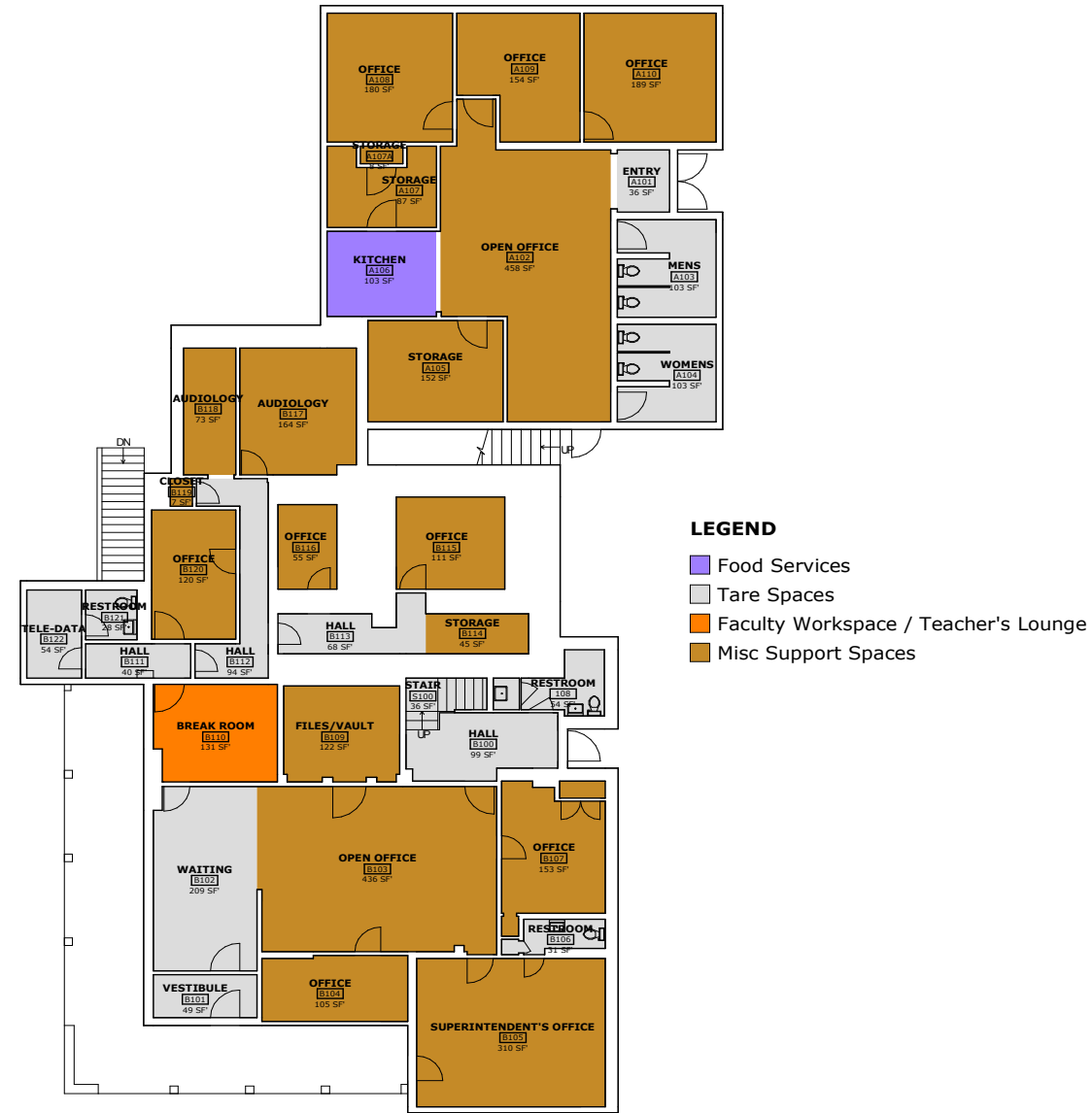


Delgado

1/16" = 1'-0"

BASEMENT FLOOR PLAN

PERMANENT BLDG(s)	8,003 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,003 SF

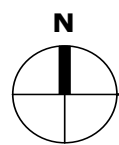
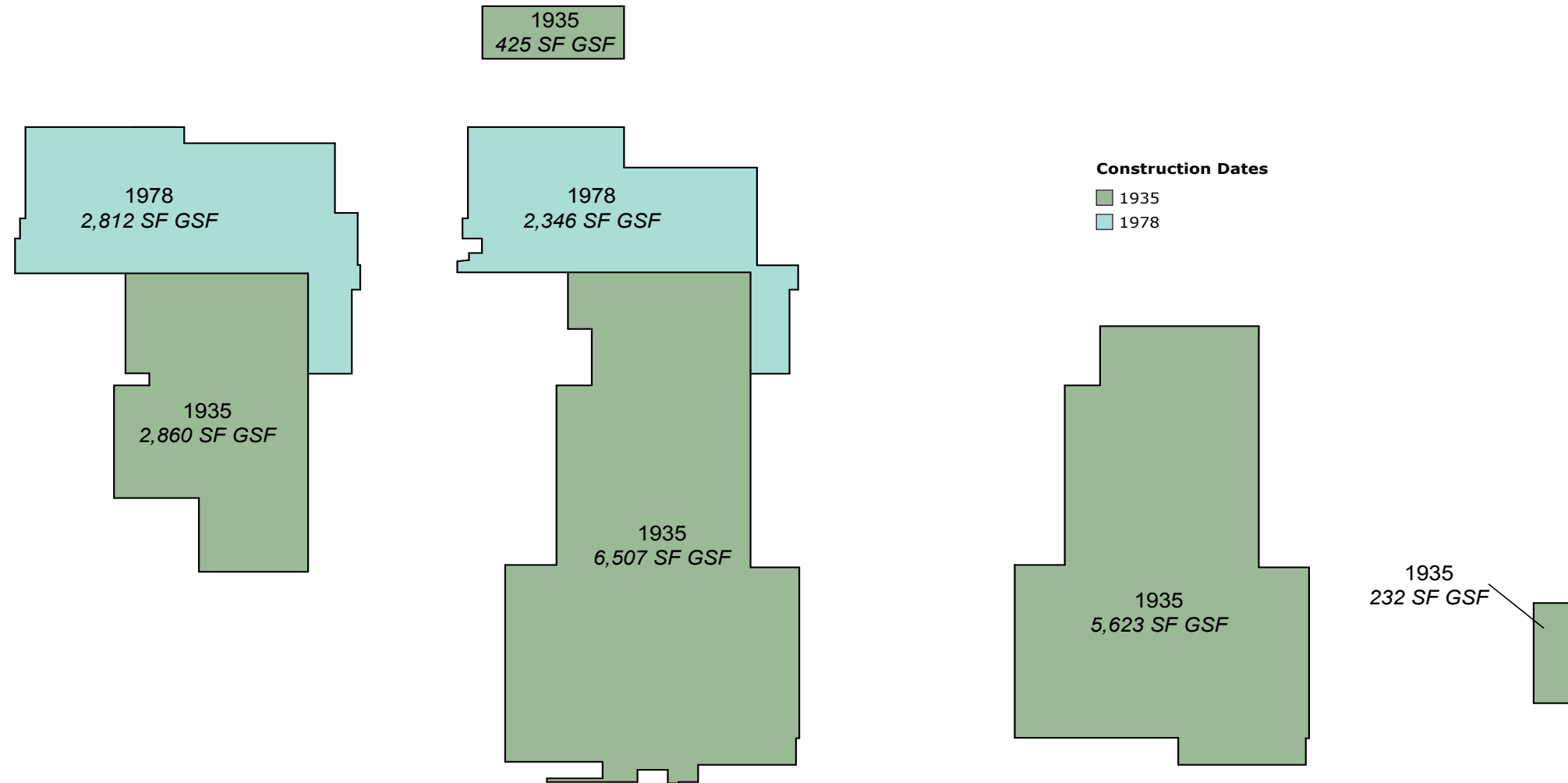


Delgado

1/16" = 1'-0"

FIRST FLOOR PLAN

PERMANENT BLDG(s)	8,003 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,003 SF

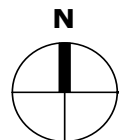
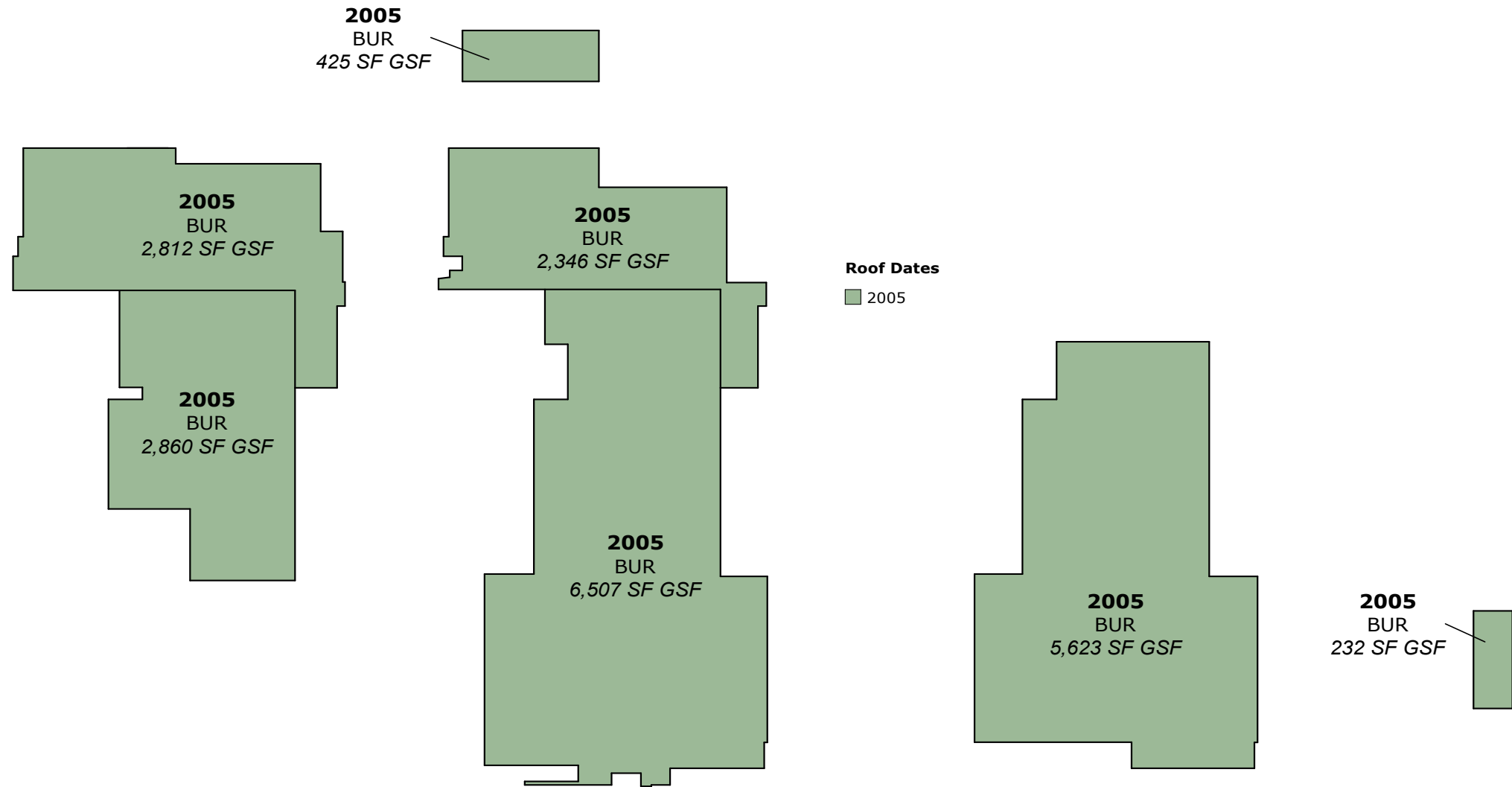


Dining Hall

1" = 30'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	20,804 SF
+ PORTABLE(s)	0 SF
TOTAL =	20,804 SF

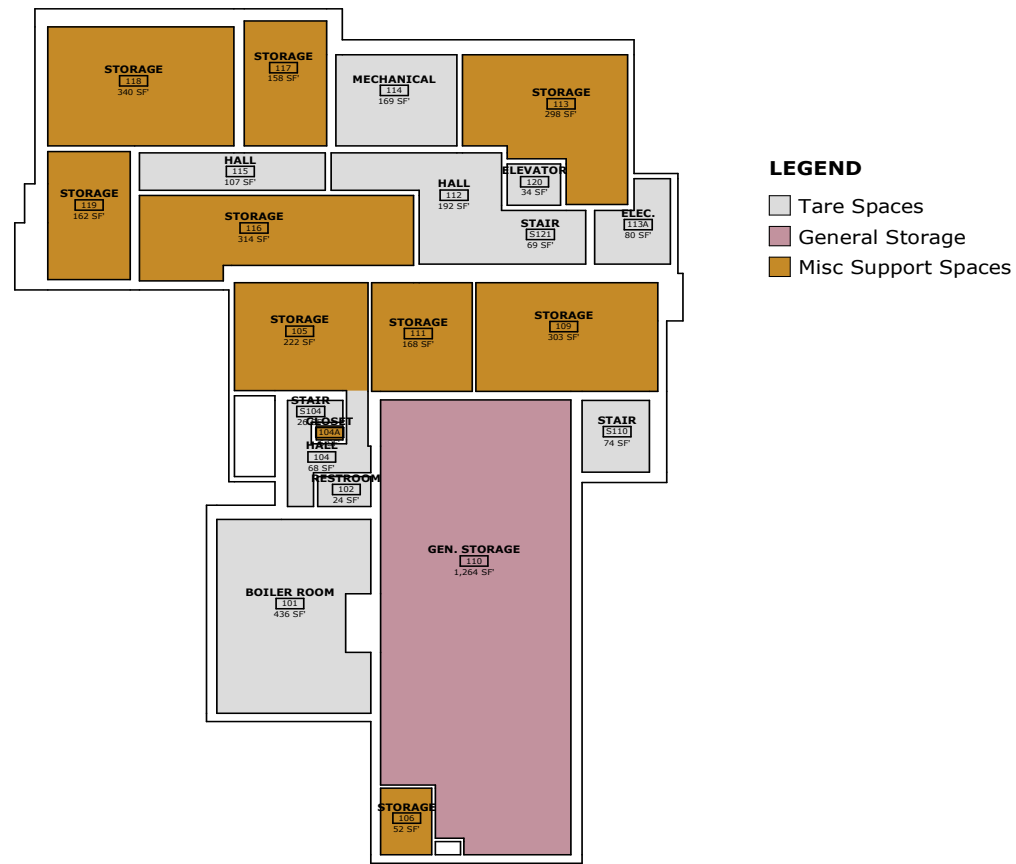


Dining Hall

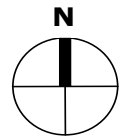
1" = 30'-0"

ROOF PLAN

20,804 SF



- LEGEND**
- Tare Spaces
 - General Storage
 - Misc Support Spaces

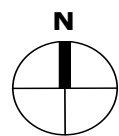
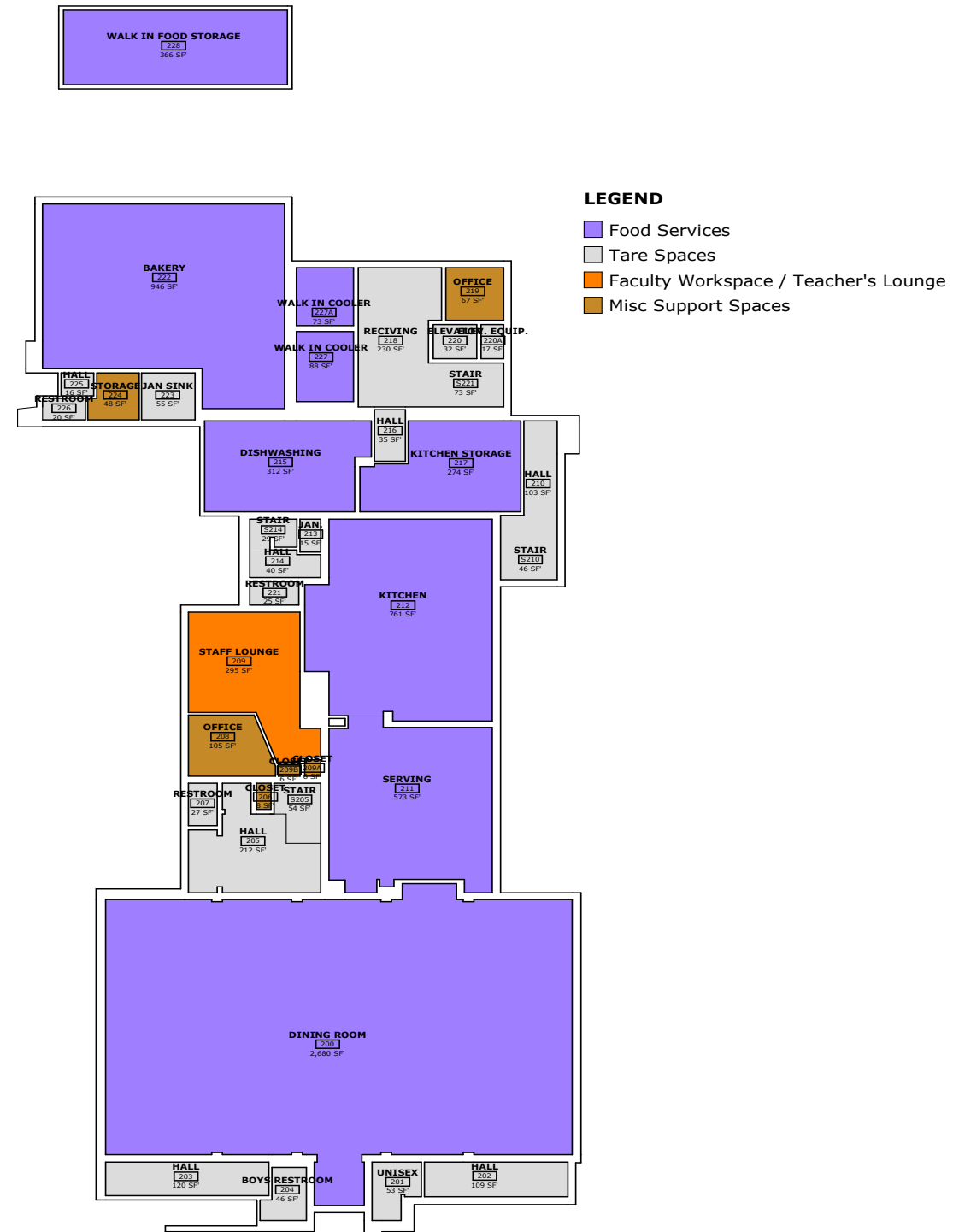


Dining Hall

1" = 20'-0"

BASEMENT FLOOR PLAN

PERMANENT BLDG(s)	20,804 SF
+ PORTABLE(s)	0 SF
TOTAL =	20,804 SF

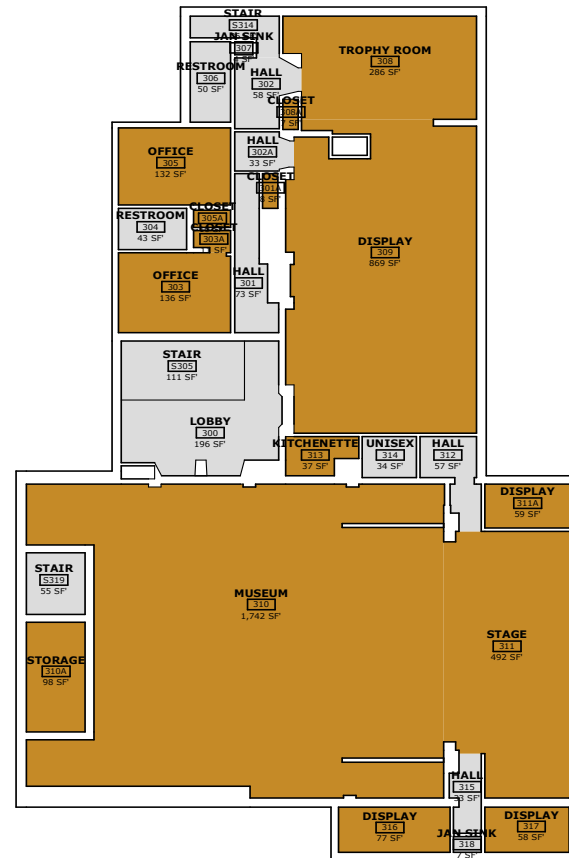


Dining Hall

1" = 20'-0"

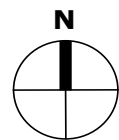
FIRST FLOOR PLAN

PERMANENT BLDG(s)	20,804 SF
+ PORTABLE(s)	0 SF
TOTAL =	20,804 SF



LEGEND

- Tare Spaces
- Misc Support Spaces

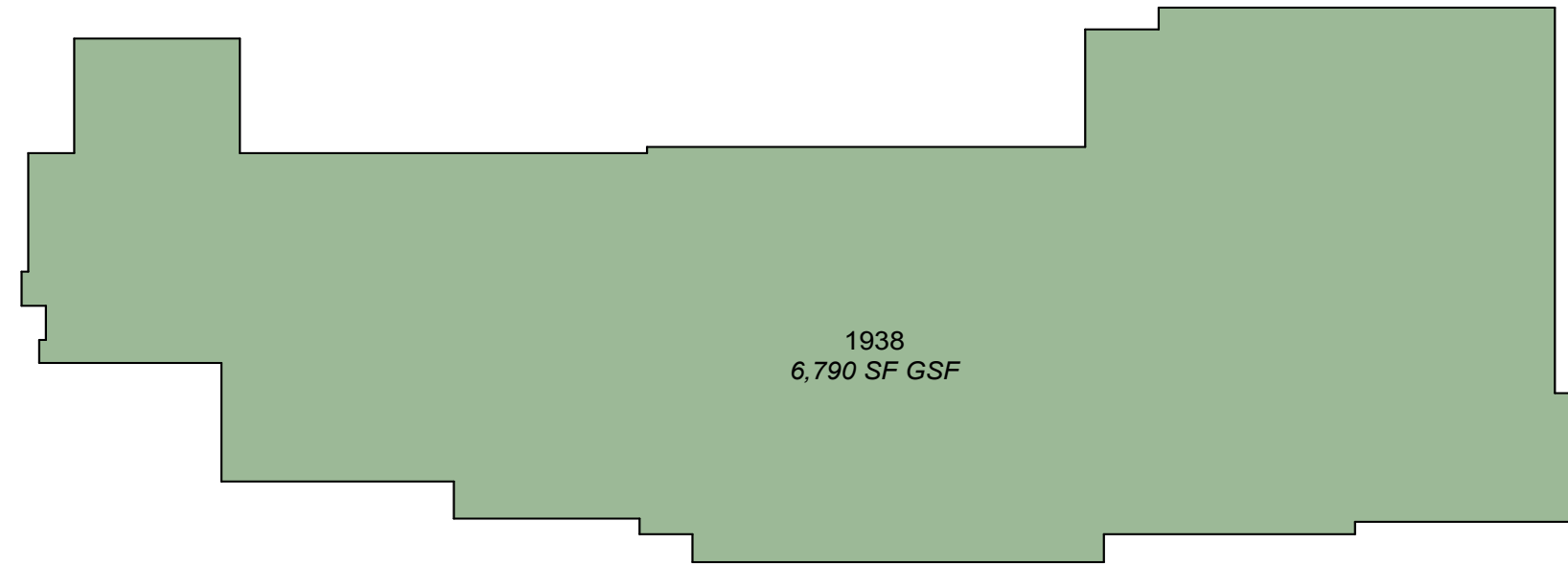


Dining Hall

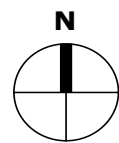
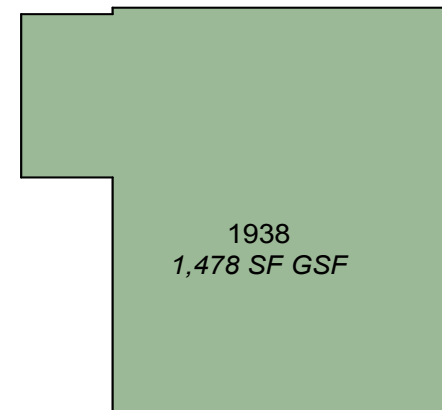
1" = 20'-0"

SECOND AND THIRD FLOOR

PERMANENT BLDG(s)	20,804 SF
+ PORTABLE(s)	0 SF
TOTAL =	20,804 SF



Construction Dates
■ 1938

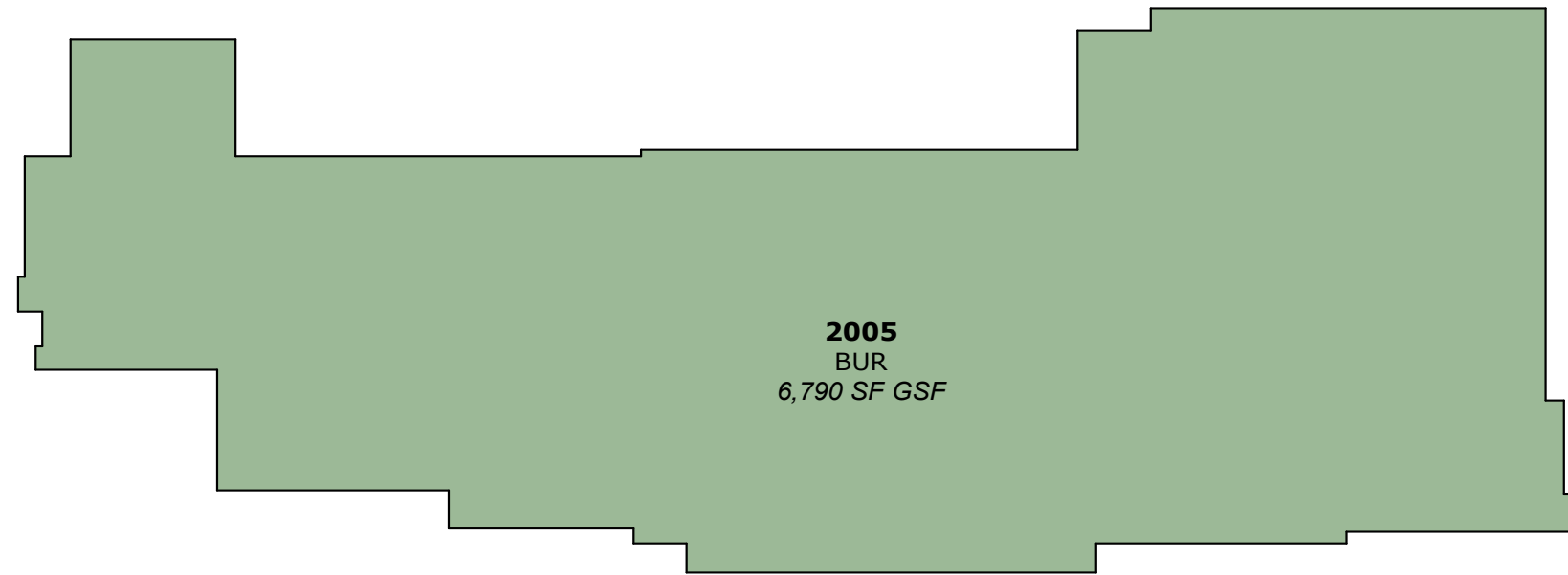


ERDC (Old Laundry)

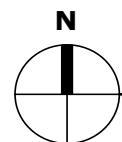
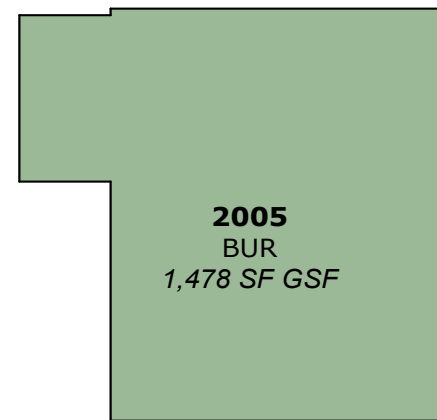
1/16" = 1'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	8,268 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,268 SF



Roof Dates
■ 2005

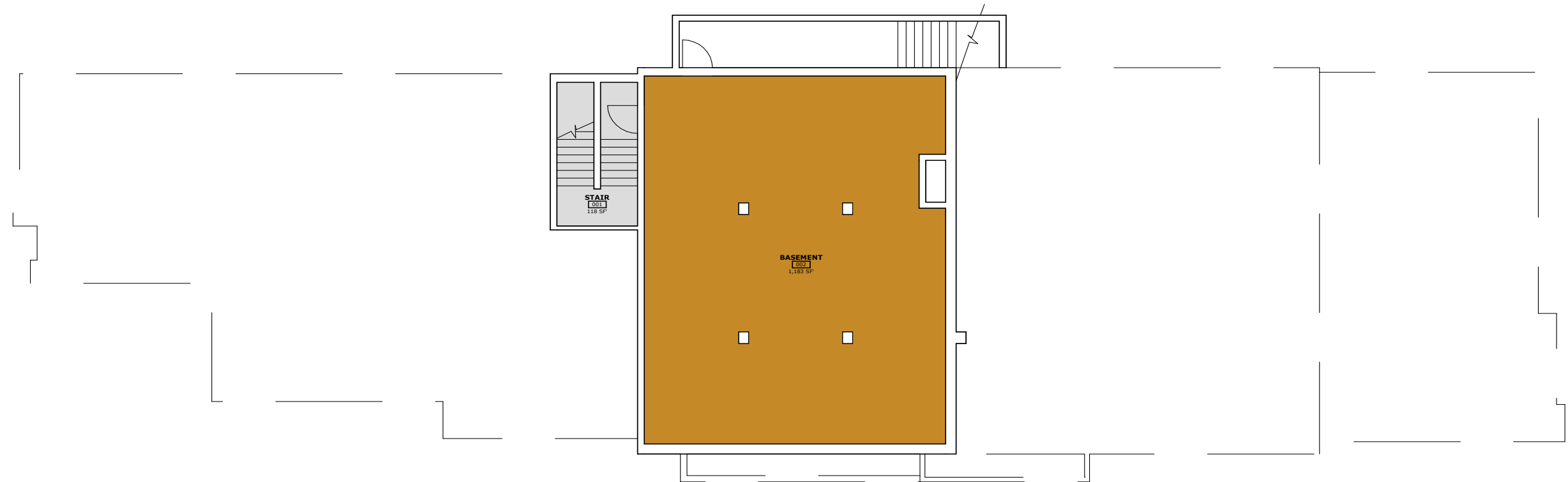


ERDC (Old Laundry)

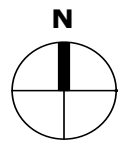
1/16" = 1'-0"

ROOF PLAN

8,268 SF



LEGEND
 □ Tare Spaces
 ■ Misc Support Spaces

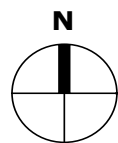


ERDC (Old Laundry)

3/32" = 1'-0"

BASEMENT FLOOR PLAN

PERMANENT BLDG(s)	8,268 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,268 SF

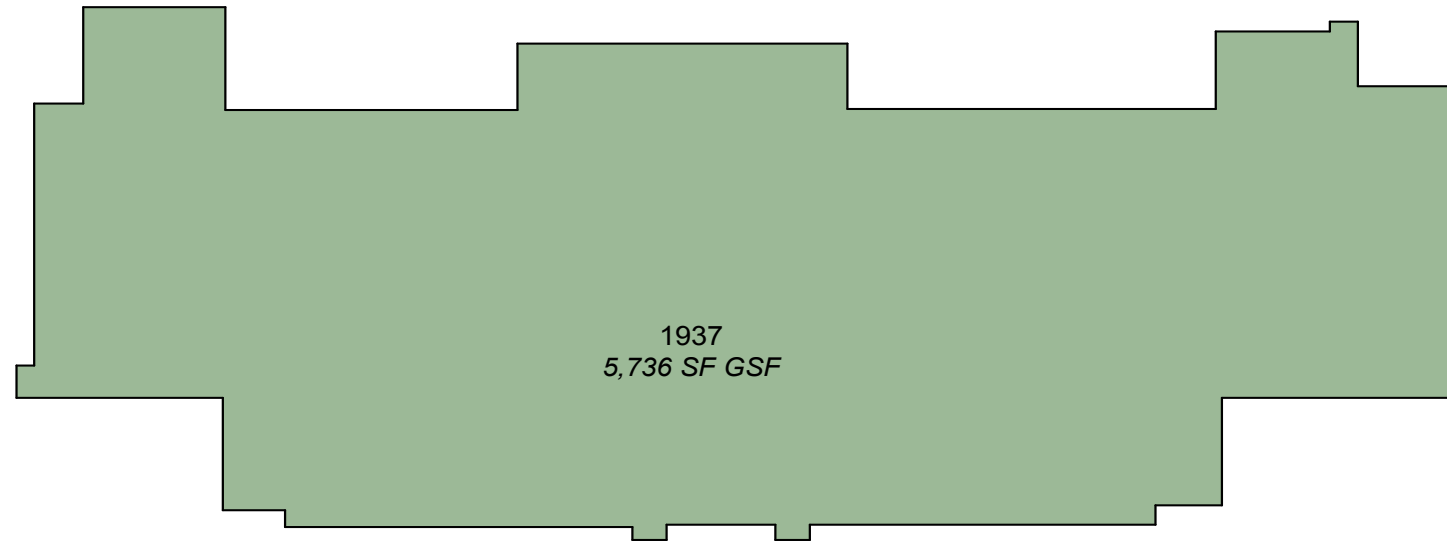


ERDC (Old Laundry)

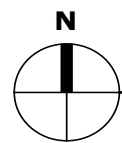
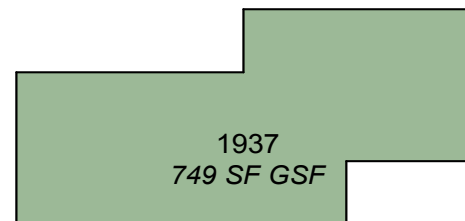
3/32" = 1'-0"

FIRST FLOOR PLAN

PERMANENT BLDG(s)	8,268 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,268 SF



Construction Dates
■ 1937

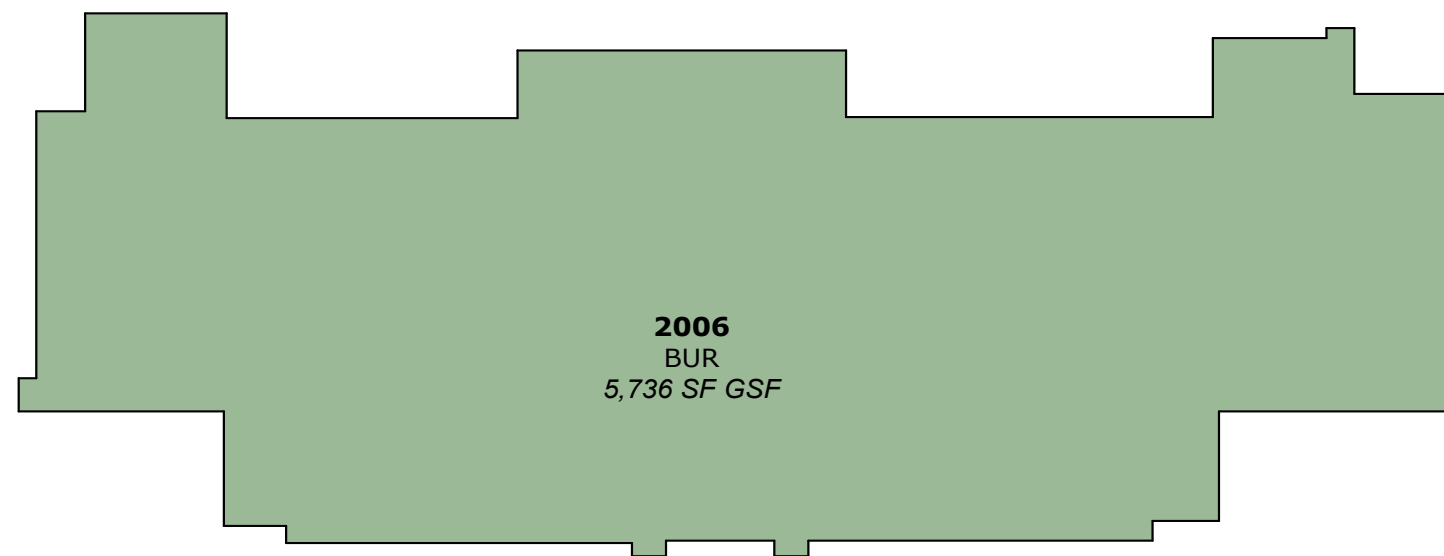


Health Center

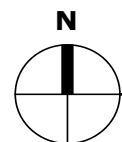
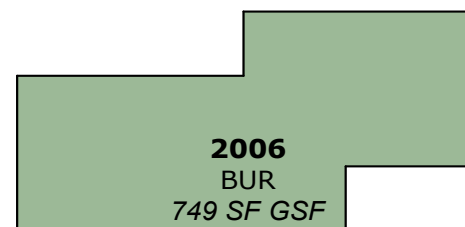
1/16" = 1'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	6,484 SF
+ PORTABLE(s)	0 SF
TOTAL =	6,484 SF



Roof Dates
■ 2006



Health Center

1/16" = 1'-0"

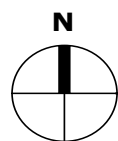
ROOF PLAN

6,484 SF

SECTION
4.1

Site/School Details

GRAPHICS

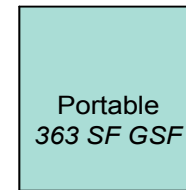
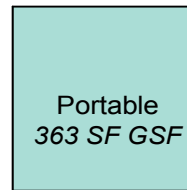


Health Center

1" = 10'-0"

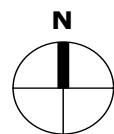
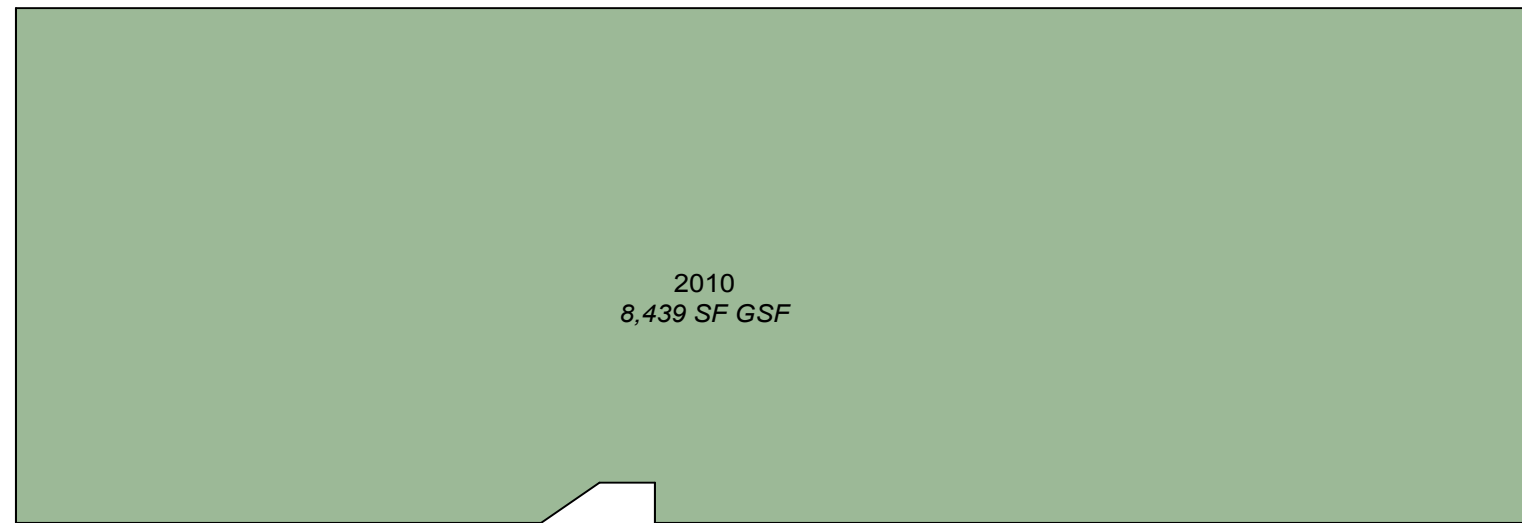
FLOOR PLAN

PERMANENT BLDG(s)	6,484 SF
+ PORTABLE(s)	0 SF
TOTAL =	6,484 SF



Construction Dates

- 2010
- Portable



Maintenance Bldg

1/16" = 1'-0"

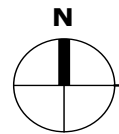
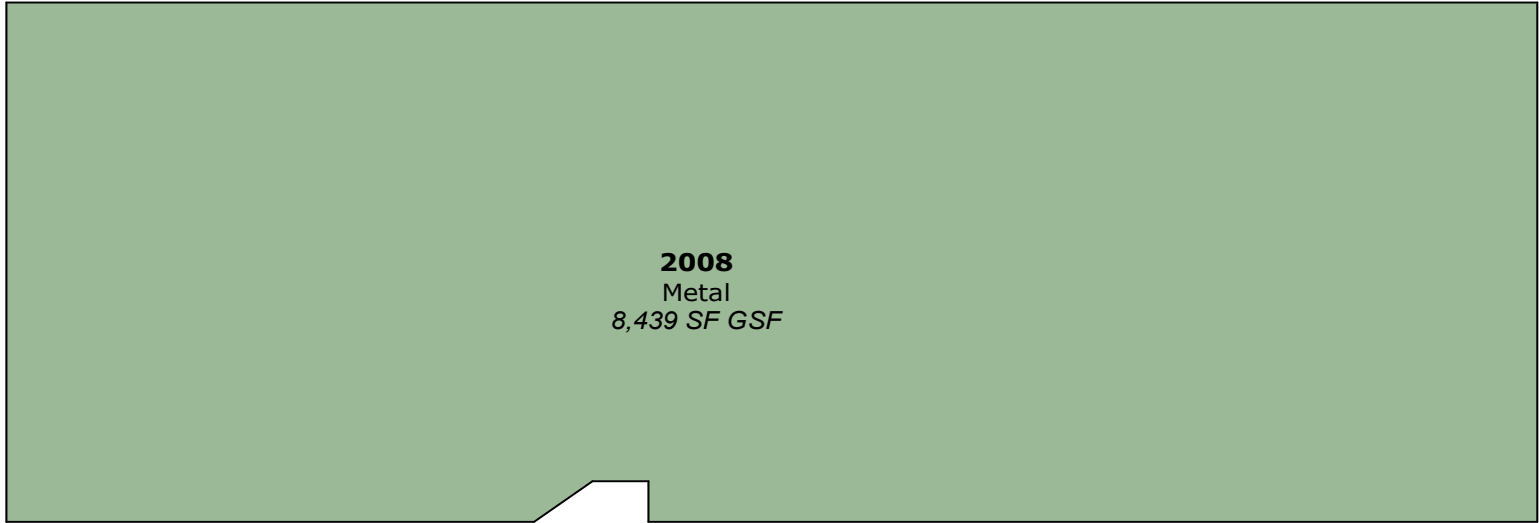
CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	8,439 SF
+ PORTABLE(s)	726 SF
TOTAL =	9,166 SF

2008
Metal
363 SF GSF

2008
Metal
363 SF GSF

Roof Dates
■ 2008



Maintenance Bldg

1/16" = 1'-0"

ROOF PLAN

9,166 SF

SECTION
4.1

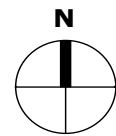
Site/School Details

GRAPHICS



LEGEND

- Tare Spaces
- Faculty Workspace / Teacher's Lounge
- General Storage
- Misc Support Spaces



Maintenance Bldg

1/16" = 1'-0"

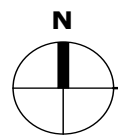
OVERALL FLOOR PLAN

PERMANENT BLDG(s)	8,439 SF
+ PORTABLE(s)	726 SF
TOTAL =	9,166 SF

Construction Dates
■ 1978

1978
247 SF GSF

1978
5,019 SF GSF



Sosoya

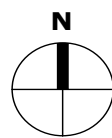
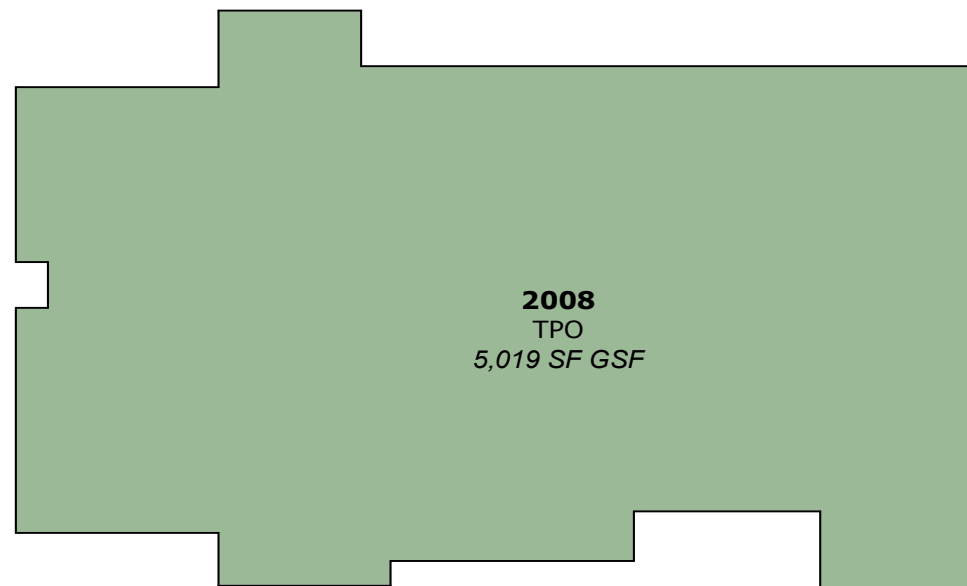
1/16" = 1'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	5,265 SF
+ PORTABLE(s)	0 SF
TOTAL =	5,265 SF

Roof Dates
■ 2008

2008
TPO
247 SF GSF



Sosoya

1/16" = 1'-0"

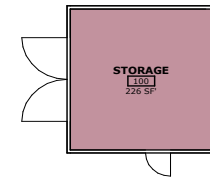
ROOF PLAN

5,265 SF

SECTION
4.1

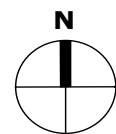
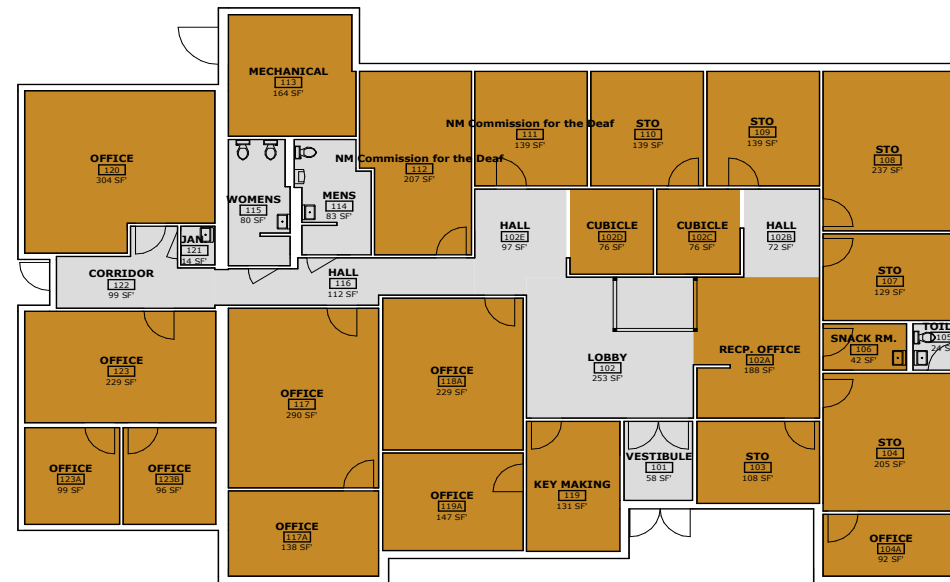
Site/School Details

GRAPHICS



LEGEND

- Tare Spaces
- General Storage
- Misc Support Spaces

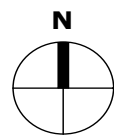


Sosoya

1/16" = 1'-0"

OVERALL FLOOR PLAN

PERMANENT BLDG(s)	5,265 SF
+ PORTABLE(s)	0 SF
TOTAL =	5,265 SF

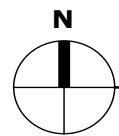
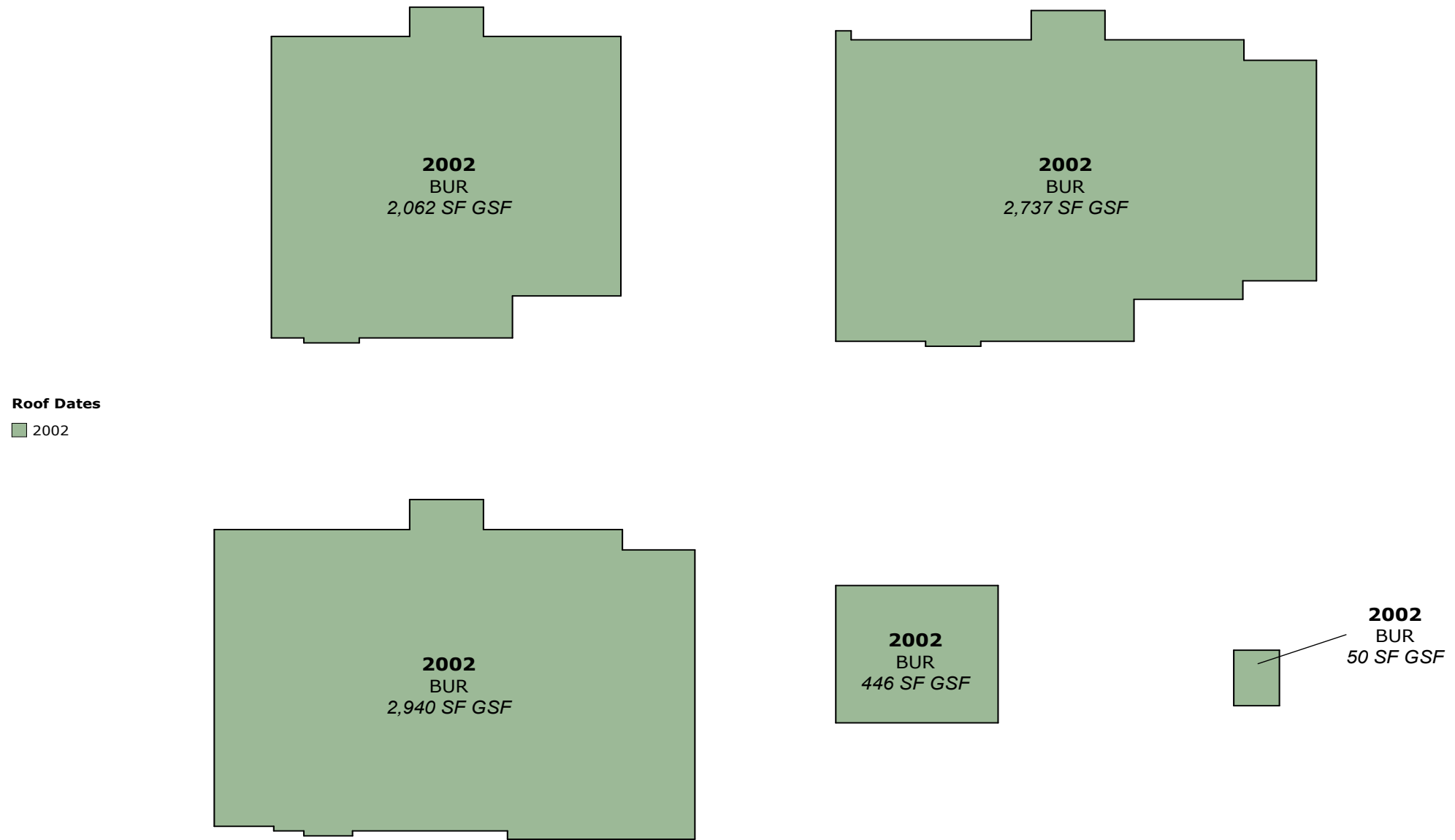


Superintendent House

1/16" = 1'-0"

CONSTRUCTION DATES PLAN

PERMANENT BLDG(s)	8,235 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,235 SF



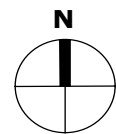
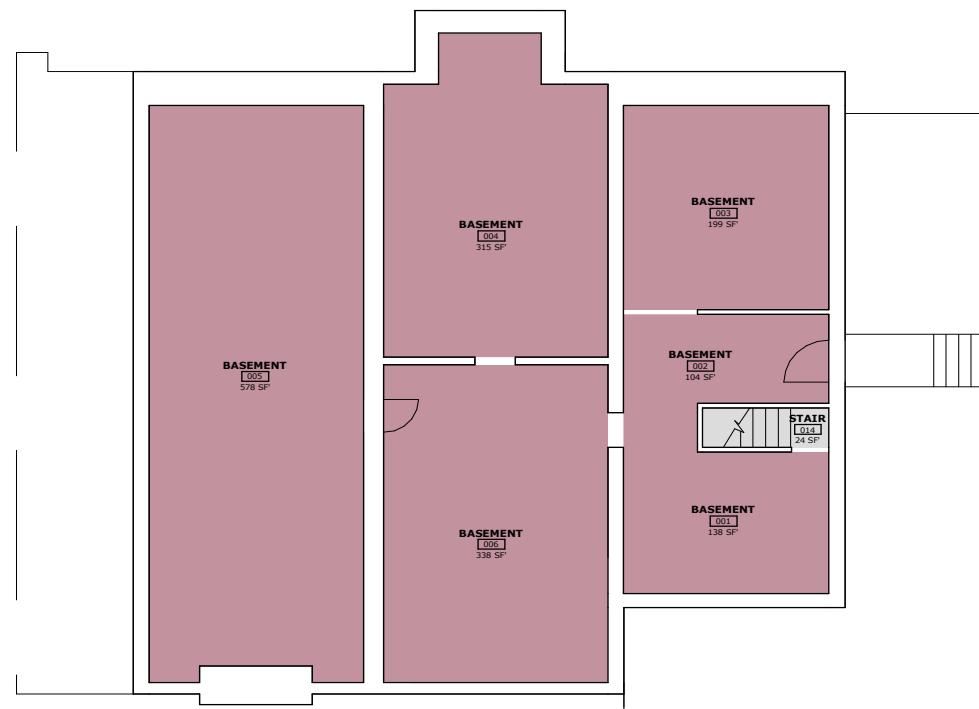
Superintendent House

1/16" = 1'-0"

ROOF PLAN

8,235 SF

LEGEND
 □ Tare Spaces
 ■ General Storage



Superintendent House

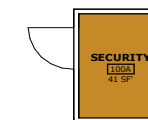
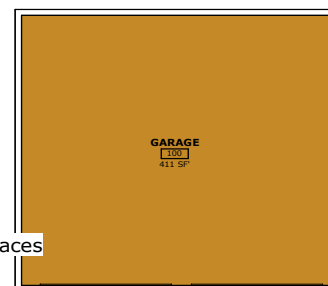
3/32" = 1'-0"

BASEMENT FLOOR PLAN

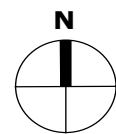
PERMANENT BLDG(s)	8,235 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,235 SF



LEGEND
 ■ Food Services
 ■ Tare Spaces
 ■ Misc Support Spaces



LEGEND
 ■ Food Services
 ■ Tare Spaces
 ■ Misc Support Spaces



Superintendent House

3/32" = 1'-0"

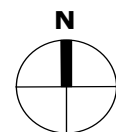
FIRST FLOOR PLAN

PERMANENT BLDG(s)	8,235 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,235 SF



LEGEND

- Tare Spaces
- Misc Support Spaces



Superintendent House

3/32" = 1'-0"

SECOND FLOOR PLAN

PERMANENT BLDG(s)	8,235 SF
+ PORTABLE(s)	0 SF
TOTAL =	8,235 SF

SCHOOL NAME: NMSD Support

Identified Facility Needs & Probable Costs:						
Category	Facility Needs	Quant	Unit	Cost	MACC	Total Project
Cartwright						
Facility Renewal	Replace all exterior doors, hardware & closures	8	EA	\$5,000	\$40,000	\$50,000
Facility Renewal	Portal roof drainage reroute to UG	1	LS	\$42,000	\$42,000	\$52,500
Code	Install elevator pair - passenger/freight	1	LS	\$320,000	\$320,000	\$400,000
Facility Renewal	Refinish lower cabinet doors Kitchenette 220	1	LS	\$450	\$450	\$563
Facility Renewal	Refurbish office where auditor worked	450	SF	\$150	\$67,500	\$84,375
Life/Health/Safety	Replace fire alarm system	23,663	EA	\$5	\$118,315	\$147,894
Facility Renewal	Replace carpet	3,200	SF	\$8	\$25,600	\$32,000
Code	Add handrails at stairs in boiler room	1	LS	\$550	\$550	\$688
Adequacy Standard	Connect to Central Plant-heat, cool, ventilation	1	LS	\$130,000	\$130,000	\$162,500
Facility Renewal	Renovate all janitorial rooms	192	SF	\$125	\$24,000	\$30,000
Facility Renewal	Renovate all laundry rooms	300	SF	\$150	\$45,000	\$56,250
Code	New EWC's per ADA code	6	PR	\$1,250	\$7,500	\$9,375
Facility Renewal	Remodel to accommodate visitors	1	LS	\$5,001,825	\$5,001,825	\$6,252,281
Code	Remodel exterior entrance to Kiva - make accessible	1	LS	\$8,000	\$8,000	\$10,000
Life/Health/Safety	Replace railing on second floor balcony at Kitchenette 220	1	LS	\$3,200	\$3,200	\$4,000
Facility Renewal	Patch cracks and re-color coat - bldg & ctyd wall	20,800	SF	\$7	\$145,600	\$182,000
Code	Renovate all toilet rooms complete	2,062	SF	\$350	\$721,700	\$902,125
Facility Renewal	Replace windows	1,185	SF	\$175	\$207,375	\$259,219
Subtotal: Cartwright						\$8,635,769
Cottages						
Facility Renewal	Remove roll down doors covering windows at laundry rooms	8	EA	\$1,250	\$10,000	\$12,500
Local Policy	Install operable skylight shades	8	EA	\$175	\$1,400	\$1,750
Facility Renewal	Patch cracks and re-color coat - bldg & ctyd wall	150,000	SF	\$5	\$750,000	\$937,500
Subtotal: Cottages						\$951,750
Delgado						
Facility Renewal	Install janitor room - storage for equipment and supplies	48	SF	\$150	\$7,200	\$9,000
Facility Renewal	Re-paint all interior walls	27,000	SF	\$7	\$189,000	\$236,250
Code	Remodel main entrance to meet ADA-replace doors	1	LS	\$600,000	\$600,000	\$750,000
Life/Health/Safety	Level floor surfaces at circulation	200	SF	\$25	\$5,000	\$6,250
Code	Elevator for access to second floor	1	LS	\$60,000	\$60,000	\$75,000
Code	Install public toilet rooms to meet ADA	48	SF	\$300	\$14,400	\$18,000
Facility Renewal	Remodel 2nd floor kitchenette	110	SF	\$120	\$13,200	\$16,500
Facility Renewal	Remodel annex kitchenette	103	SF	\$120	\$12,360	\$15,450
Facility Renewal	Add electric circuits to support 12 receptacles	2	EA	\$8,000	\$16,000	\$20,000
Facility Renewal	New carpet throughout	4045	SF	\$8	\$32,360	\$40,450
Life/Health/Safety	Upgrade fire alarm system	8,003	SF	\$5	\$40,015	\$50,019
Adequacy Standard	Connect to Central Plant-heat, cool, ventilation	1	LS	\$55,000	\$55,000	\$68,750
Adequacy Standard	Install new interior lighting package throughout	8,003	SF	\$10	\$80,030	\$100,038
Adequacy Standard	Upgrade sewer to support building	1	LS	\$40,000	\$40,000	\$50,000
Code	Upgrade interior signage to meet ADA	28	EA	\$125	\$3,500	\$4,375
Local Policy	Provide a staff lounge with area for lockers	250	SF	\$150	\$37,500	\$46,875
Facility Renewal	Re-organize to provide storage space for files, supplies	180	SF	\$75	\$13,500	\$16,875
Facility Renewal	Remove vault repurpose space	1	LS	\$5,000	\$5,000	\$6,250
Facility Renewal	Replace windows or install storm windows from the inside for the entire building	225	SF	\$175	\$39,375	\$49,219
Facility Renewal	Re-organize to provide a work room	200	SF	\$75	\$15,000	\$18,750
Subtotal: Delgado						\$1,598,050

Dinning Hall						
Facility Renewal	Patch cracks & new color coat complete	140,000	SF	\$5	\$700,000	\$875,000
Facility Renewal	Renovate janitorial rooms	96	SF	\$150	\$14,400	\$18,000
Code	New elevator to 2nd floor	1	LS	\$130,000	\$130,000	\$162,500
Code	Install elevator - passenger/freight	1	LS	\$160,000	\$160,000	\$200,000
Local Policy	Install lockers and benches for kitchen staff	1	LS	\$2,200	\$2,200	\$2,750
Facility Renewal	New walk in freezer inside the building	1	EA	\$54,300	\$54,300	\$67,875
Life/Health/Safety	Install non-slip floor in kitchen	1,800	SF	\$8	\$14,400	\$18,000
Facility Renewal	New VCT for dining hall	2,680	SF	\$6	\$16,080	\$20,100
Adequacy Standard	HVAC control upgrades	1	LS	\$35,000	\$35,000	\$43,750
Facility Renewal	New lighting package	20,804	SF	\$10	\$208,040	\$260,050
Life/Health/Safety	Upgrade sewer system	1	LS	\$126,000	\$126,000	\$157,500
Code	ADA Ramp at entrance upgrades	1	LS	\$6,200	\$6,200	\$7,750
Facility Renewal	Remodel basement and 2nd floor	1	LS	\$2,047,381	\$2,047,381	\$2,559,226
Code	Remodel student/public toilet rooms completely	400	SF	\$375	\$150,000	\$187,500
Facility Renewal	Replace windows	485	SF	\$175	\$84,875	\$106,094
Code	Replace interior door hardware	34	EA	\$225	\$7,650	\$9,563
Facility Renewal	New hot water heater	1	EA	\$2,275	\$2,275	\$2,844
Code	Remodel to install public and staff toilet rooms to code	800	SF	\$850	\$680,000	\$850,000
Code	Stair handrail upgrades	120	LF	\$15	\$1,800	\$2,250
					Subtotal: Dining	\$5,550,751
ERDC/Outreach						
Facility Renewal	Patch cracks & new color coat complete	3,500	SF	\$5	\$17,500	\$21,875
Facility Renewal	Install new carpet in offices	1,440	SF	\$8	\$11,520	\$14,400
Facility Renewal	Replace all exterior doors, hardware and closures	7	EA	\$5,000	\$35,000	\$43,750
Code	Modify back entrance for ADA access	1	LS	\$5,800	\$5,800	\$7,250
Life/Health/Safety	Install fire alarm system	8,268	SF	\$5	\$41,340	\$51,675
Adequacy Standard	Connect to Central Plant-heat, cool, ventilation	1	LS	\$42,000	\$42,000	\$52,500
Code	ADA access to building needs work, transitions at thresholds inside building are excessive,	8,268	SF	\$8	\$66,144	\$82,680
Technology	Relocate IT department	1	LS	\$75,000	\$75,000	\$93,750
Facility Renewal	Install kitchenette sink in casework	1	EA	\$1,200	\$1,200	\$1,500
Facility Renewal	Install new roof	8,268	SF	\$25	\$206,700	\$258,375
Facility Renewal	Centralize storage in item appropriate locations elsewhere on campus	1	LS	\$10,000	\$10,000	\$12,500
Code	Completely remodel Toilet rooms - make accessible	192	SF	\$300	\$57,600	\$72,000
Facility Renewal	Patch cracks & re-paint	7,000	SF	\$5	\$35,000	\$43,750
Facility Renewal	Replace all windows	176	SF	\$175	\$30,800	\$38,500
					Subtotal: ERDC/Outreach	\$794,505

Health Center						
Code	ADA access improvements	1	LS	\$42,000	\$42,000	\$52,500
Code	Completely remodel bathrooms	600	SF	\$350	\$210,000	\$262,500
Facility Renewal	Patch cracks & new color coat complete	3,500	SF	\$5	\$17,500	\$21,875
Facility Renewal	Install new carpet in offices	1,100	SF	\$8	\$8,800	\$11,000
Facility Renewal	Replace all exterior doors, hardware and closures	7	EA	\$5,000	\$35,000	\$43,750
Facility Renewal	Replace or repair interior door hardware	24	EA	\$225	\$5,400	\$6,750
Life/Health/Safety	Upgrade fire alarm system	6,484	SF	\$5	\$32,420	\$40,525
Adequacy Standard	Connect to Central Plant-heat, cool, ventilation	1	LS	\$46,000	\$46,000	\$57,500
Facility Renewal	Lighting package with task and exam lights for Health Center needs	6,484	SF	\$5	\$32,420	\$40,525
Code	Completely remodel toilet rooms	96	SF	\$300	\$28,800	\$36,000
Facility Upgrades	Patch cracks & re-paint interior plaster walls	5,750	SF	\$5	\$28,750	\$35,938
Facility Renewal	Replace all windows	220	SF	\$175	\$38,500	\$48,125
					Subtotal: Health	\$656,988
Maintenance						
Finishes	Doors and door trim on offices	9	EA	\$230	\$2,070	\$2,588
					Subtotal: Maintenance	\$2,588
Sosoya						
Facility Renewal	Replace carpet in offices	5,875	SF	\$8	\$47,000	\$58,750
Life/Health/Safety	Install fire alarm system & smoke detectors	5,265	LS	\$5	\$26,325	\$32,906
Adequacy Standard	Connect to Central Plant-heat, cool, ventilation	1	LS	\$35,000	\$35,000	\$43,750
Facility Renewal	Upgrade lighting package complete	5,265	SF	\$8	\$42,120	\$52,650
Code	Replace ramp on west to meet code	1	EA	\$8,200	\$8,200	\$10,250
Facility Renewal	Office remodel	5,875	SF	\$12	\$70,500	\$88,125
Code	Upgrade interior signage to meet ADA	12	EA	\$125	\$1,500	\$1,875
Facility Renewal	Patch cracks and re-color coat	3,000	SF	\$5	\$15,000	\$18,750
Facility Renewal	Renovate toilet rooms	96	SF	\$300	\$28,800	\$36,000
Facility Renewal	Replace all windows	96	SF	\$175	\$16,800	\$21,000
					Subtotal: Sosoya	\$364,056
Superintendent House						
Facility Renewal	Renovate exterior and interior	7,739	SF	\$25	\$193,475	\$241,844
Adequacy Standard	Connect to Central Plant-heat, cool, ventilation	1	LS	\$35,000	\$35,000	\$43,750
					Subtotal: Superintendent's Home	\$285,594
Total Probable Cost:					\$15,072,040	\$18,840,050

AUDIOLOGY:

Information Provided by: Dr. Sheree Hall, 7 years

Date: **22-Feb-12**

Audiology:

Dr. Hall is in charge of audiology. Dr. Hall is full time and there is one other person that comes 1 day week. Aide is there to support students with hearing aids and implants. She will go to the students and meet in their classroom. She can use Dr. Hall's space. Also support Outreach and Step Hi programs. Travel to Farmington and Las Cruces. Travel twice in fall and twice in spring to Farmington and Las Cruces. Pre-K through 21 years old.

Services Provided to:

Services to all grade levels is the same.

Provide evaluations, trouble shooting of equipment, maintenance of equipment. Many students come with their own personal devices. Attend IEP evaluations on campus and through outreach. Diagnose students all over the State.

General Student Health Information:

Currently in Delgado Hall. Have one office, Audiology diagnostic room, Lab to repair devices and a programming room. The programming room is not large enough to meet function requirements. Dr. Hall's office is used as a conference room when families come to see her. She needs to be able to meet with approximately 6 people at a time in her office. Lab meets requirements. Diagnostics needs a new booth which is bigger than the current booth which would mean a bigger room.

District Items of Concern: (Related to Student Health)

1	Relationships: Instruction (goes into classrooms), related services (OT/PT, speech, mental health). Regular interaction with related services. Interact with students frequently. With exception of testing Dr. Hall typically goes to where the students are. Reason she goes to students is the time it takes them to travel to her office.
2	Main interaction is with students. It would be beneficial to Audiology to be located close to students as long as support facilities are adequate. Need to have an office, a lab and a programming/diagnostics room (if this room is large enough). Most important issue is to have a water source in the lab area. Office needs to accommodate approximately 6 people in a meeting in horseshoe configuration. Dr. Hall needs to access the student while talking to the family and school staff. The office cannot be near noisy pipes or too much electrical because of testing. Programming/diagnostics room needs multiple outlet for electrical. Program hearing aides, cochlear implants, acoustic immersions, audiometer with booth, tympanometry equipment. Need desk, files, student seating for 3 students. Must be sound proof, needs quiet space.
3	Audiology Lab needs to have water source. Multiple electrical outlets, seating for Dr. Hall, no student access to lab space. Work bench in area with cabinet storage. Also need separate storage area.

AUDIOLOGY:

	Audiology is currently in Delgado.
	Audiology would like to move to Hester where currently Resource/ meeting/ nap room is located.
	One large open space and 3 small spaces. Large space would be for audiology booth, testing equipment, work space/desk for Dr. Hall and area to meet with Outreach families. Meet with one family at a time, but it can include as many as 7 people at one time. Typical meeting is approximately 4 - 5 people which includes the student. These meetings need privacy. Large space has sink for water source and built in storage that works well for audiology.
	Small room for lab that has to be secure to
	Small center room is for programming hearing equipment with students. Students would go into to this room for programming of their equipment. One student and Dr. Hall at a time in room.
	HS and MS students come to audiology for assistance.
	Younger students need more audiology support for their hearing equipment.
	Audiology needs to be close to Early Childhood/ES SLP and they are currently located in Hester Hall and will stay where they are.
	Audiology works more with Early Childhood/ES SLP than with the SLP for older students.

BUSINESS Department

2/21/2012

BUILDING: Delgado DEPARTMENT: Business NAME: Angela Lucero 476-6308

DEPARTMENT/OFFICE SPACE	COMMENTS
1 Size/shape/configuration (Does it meet the needs of the department?)	Size and shape meet needs of task.
2 Fixtures and Equipment	Everything is in good shape.
3 Work surface and seating	Good
4 Display Surface	2 tack boards in good shape
5 Storage	Storage is adequate. Archive items go to storage in Cartwright.
6 User Space	
7 Doors	Good
8 Windows	Windows are single pane, operable but does not work. Replace blinds.
9 Heating, Ventilation and Air Conditioning	Good
10 Plumbing Fixtures (if any)	N/A
11 Lighting Fixtures/lighting level/Sun Glare	Good
12 Fire Alarm/2 way intercom	Good
13 Room finishes (floor, ceiling, walls, cabinets)	Carpet in good shape, lay-in ceiling tiles, no built-in casework.
14 Technology	Good
15 Electrical Power	Could use more power outlets.
16 Acoustics	Good
ADDITIONAL COMMENTS:	
1 List number of full time people assigned to space	1
2 List number of part time people assigned to space	One day a week Lucero shares office with an assistant. They have their own desk and computer. Like assistant sharing the office. Want to keep this configuration.
3 List number hours space is used	8 hours per day, 5 days per week.
4 Is space a general office, or a specialized support space	General
5 What departments do you interact with?	Interacts with accounts payable, receivable, purchasing, central supply, Supervisor (Mr. Apodaca), payroll and IT. Need close physical connection to everyone except central supply, but do need to meet with them everyday so it would help to be close. No connection to human resources.
6 Do students use space?	Limit interaction with students
7 What support services to you need? (access to copier, printer, etc)	Copier to share, printer in office, internet
8 What support spaces to you need access to? (conference room, workroom, break room)	Would like to have access to break room/conference room to hold meetings and eat lunch. Right now there is a kitchen and staff eat in their office.
There are no accessible restrooms on the upper level. Restrooms are downstairs. Kitchen needs renovation: needs: new flooring, paint. Space is used for storage of accounts receivable and accounts payable. A year's worth of storage is kept in there then moved to Cartwright. Need storage area for that year's worth of data. Replace the casework and sink. Ceiling and lights are fine. Door is good. No window in space.	
Replace windows and blinds in stairwell and paint stairwell. Replace all windows and blinds upstairs.	
Replace carpet upstairs in next five years. Replace all windows and blinds. Accounts receivable and payable, purchasing, and hall need paint.	
Back stairwell is steep and a hazard. Should not be used.	
Need to repave all asphalt areas.	

CURRICULUM:

Information Provided by: Maureen Irons, 1 year, from Boston

Date: 29-Feb-12

Curriculum Information:

Currently she supervises Principals, audiology, & psychology. Next year will add family support specialist, special needs of HS & MS, transition team. 2 Principals in Dillon and 1 in Hester, audiology is currently in Delgado and will move to Hester Hall. Psychology is in Hester Hall. Family Support is in Hester Hall, Special Needs is in Dillon, Transition Team is in Conner Hall. Maureen's current office is in Hester. It is very accessible. There is one secretary. Jennifer covers Scott's ES when Scott has to travel to Pre-K schools.

Conducts small meetings of maximum 4 people including her. Very occasionally there are students in office, but not often. Mainly Principals and other related staff. Need direct access to secretary. New location in Dillon would require secretary to be on second floor. Secretary is not a buffer for Maureen. She is used to take care of special project. Maureen has files in her office. Permanent files are located in Conner. They do not need to be close to Maureen or secretary. Secretary does Stars coordination. Needs access to copier, printer and technology.

There could be transition space that is needed. This will have to be worked.

Pre-K has 2 clrms 18months to 5 years old. Almost all ES clrms have instructor and assistant. In MS there are more floater aides, they are not in clrms all day, but they go where they are needed. Have class who need additional with ASL (American Sign Language). ASL is a part of curriculum of elementary. English, math, social studied, science, PE, art, ASL, computer technology. Special needs curriculum will be changing in the near future. It will be more connected with the cottages; CBI community based instruction. Develop more life skills instruction. This is more for the MS and HS students.

Current instructional spaces support curriculum.

Ms. Irons has a need to be close to her secretary. Terry's secretary knows sign language better than Maureen's secretary. It would be helpful to have Terry's secretary on the second floor to interact with the students.

Terry wants to be in the NE office of Dillon and have Ms. Irons in the SE corner of Dillon.

Dr. Irons needs to have visibility with staff.

Dr. Irons oversees:

Audiology - Delgado

Psychology - which includes OT/PT and SLP. OT/PT is in Hester. Right now Psychology is in Hester, but proposing to move to Conner. Psychology does Outreach evaluations. Outreach is upstairs in Conner on 3rd floor.

Transition - currently in Conner and will stay in Conner on 1st floor.

CBI - Community Based Instruction for MS & HS

All three Principals

Scott will be overseeing Las Cruces and Albuquerque so he should not be traveling so much. He was going to Farmington Pre-School, but not any more.

Development & Community Relations

Person Provided by: Keri Lynn McBride, 19 years

Date: 2/22/2012

Development & Community Relations Focus:

Work to increase awareness for NMSD and what it has to offer. Schools magazine, website, Public relations, fund raising, display booths, special events. Trying to reach potential students, parents, agencies, PED, Higher Ed, civic & community groups, alumni, Spreading the word about the school.

Development & Community Relations Services Provided to:

McBride has been here since the Development & Community Relations program started 11 years ago. There are 3 full time staff. 1 Director, 1 staff focuses on graphic and photo management, 1 staff does database management and special projects. There is some clerical work done. They use work study students and have an area for that. Maximum of 5 or 6 work study students.

District Items of Concern: (Related to Development & Community Relations)

1	Relationships: Dr. Stern, outreach. On a regular basis they are in school buildings taking pictures. Interact with many departments. There is no critical need to be close to any other department.
2	Department needs: 2 office spaces, important issues is type of work they do. They need a workroom and lots of storage. Some special events items will stay in Dining Hall. Some special events items need to be stored in department.
3	There is a need to have 7 apartments. That would mean moving Development and Community Relations to Sosoya Bldg. Then Outreach bldg could be renovated to apartments.
4	Have a lot of file cabinets for photos and CD's. Hope's office is 270sf, that is where work study students come and there are 8 files there.
5	Keri's office is 221 sf with table for space to meet with 4 or 5. That is adequate for Keri. There are 4 or 5 file cabinets in Keri's office that need to stay in department, but do not need to be in her office. Could go to a more virtual storage.
6	One closet is 9' x 6', the other one is 6' x 2.5', then the closet in Hope's office. For storage they have large paper to keep. This type of storage will not change.
7	Lighting is very important for the space. Natural lighting is preferred. Ceiling height can be an issue some times. Need elbow room to move around and put things together. Have to have lockable storage for equipment.
8	Need to be close to copy machines, high end laser machine, storage and materials.
9	Existing space: it is always hot. It would help to be able to control temperatures. Keri has a window AC unit.
10	Would like a space to work on projects.
11	School's thought is that they will not replace graphic artist. Will use contract graphic work. Need to have a space that is flexible and can accommodate 3 staff.

District Facility Needs: (Related to facility needs to support Development & Community Relations)

1	Lighting is always a concern. Keri fell by the RAC center. This made her think of the exterior lighting.
2	There needs to be some kind of sign on Larson Gym to help people find there way around campus.
3	A lot of IT needs are at the Schools: Hester, Conner.
4	Transportation might move to Sosoya Bldg.
5	Sosoya Bldg might not be able to support IT needs.

Development & Community Relations Space Requirements:		SF
1	Work Room / Staging Area	450
2	Office	250
3	Office	150
4	Storage	150
Total Space Requirements:		1000

Development & Community Relations Existing Space: (ERDC Building)		SF
1	Work Room / Staging Area	263
2	Office	237
3	Office	128
4	Office	216
5	Closet	54
6	Closet	11
Total Existing Space:		909

Early Intervention & Involvement

Information Provided by: Joanne Corwin, Director of Early Intervention and Involvement which has several programs under it

Date: March 1, 2012; revised July 19, 2012

Early Intervention and Involvement serve approximately 270 children, part C initiatives, work with other agencies on other programs.

Part C - early intervention: Under IDEA (Individual with Disabilities Education Act) part B is public school students 3 -21 year old students on campus. Birth to 3 year olds is Part C. EII services birth to 5 year olds.

Within Early Intervention division there are a few programs. Parent, Infant, Child program serves 270 students. Staff go an see them in their home. They service the entire state. Program is based out of NMSD. 5 full time staff on campus that need office space. Joanne is only on campus one or two days a week. She works out of her home office most of the week. The majority of students that this program serves is in the Albuquerque area, about 1/3 of them.

Step Hi changed name to Early Intervention and Involvement. Receptionist/ Department Secretary and Director share reception space. There are 2 Deaf Mentor staff that has own office. There is one file room. The staff can use home offices. Currently staff store files at home, need to move this to campus. When they meet together they meet in Albuquerque at the Pre-School. The program would like to have 3 offices, a storage area, a reception area and a conference/workroom.

Program would like to have parents come on campus and participate in workshops, parent classes. It would be beneficial to meet with 2 or 3 sets of parents. This could be once a week for a couple of days for a couple of hours for parent interaction. For staff interaction once or twice a month for 6 hours. Access to technology, computers conference phone, workroom equipment. White board.

Interact with Pre-School, Outreach and Administration. Some proximity to Outreach would be beneficial. It would help to be close to Pre-school as well.

Do not see staff in Santa Fe area growing. Most students are served with contractors. Currently there are 10 staff that are home based. There are 5 staff in NMSD offices. Currently the staff meet in Abq at the Pre-K once or twice a month. They would meet in NMSD if there were space.

For the State they are a flagship program for the school. On campus they are invisible. Space could add to visibility on campus. The program gets lost to the rest of the staff members. Would like to have more interaction with staff.

The StepHi Office/file has no windows. That area was meant to be storage. Lack of natural light. There is a window in one deaf mentor office and in the restrooms

- 1 They have added skylights, but that is not enough.
- 2 The reception area does not function. The participation is awkward.
- 3 The counters in kitchen area need to be replaced.
- 4 Restrooms are old and need to be remodeled.
- 5 Access is good.

EII Space Requirements:		SF
1	1 Director's Office: 250sf	250
2	2 Staff Offices: 125sf each	250
Subtotal EII Space Requirements:		500
Space that could be shared with Center for Educational Consultation and		
3	Secretary/Reception/Waiting area: 300sf	300
4	Workroom: 250sf	250
5	Meeting / conference room: hold 15-20 people	250
6	Break room: refrigerator, microware, sink; 100 - 150 sf	150
7	Lending Library: 150sf	150
8	Storage: 150sf	150
Subtotal Shared Space Requirements:		1,250

EII Existing Space:		SF
1	Office	180
2	Office	154
3	Office	189
4	Open Office	458
5	Closet	10
6	Storage	87
7	Storage	152
8	Kitchen	103
Total Existing EII Space:		1,333

DINING HALL

2/21/2012

NAME: Arnold Padilla, Director (11 years at NMSD) 505-476-6347 DEPARTMENT: Food Service

BUILDING:		COMMENTS
1	Parking (does it meet the needs of the students and staff?)	Good access to kitchen. Need ramp for deliveries.
2	Safe Access	Yes
	ADA Access	Yes, through front door
3	Drainage	On back there can be ice near back door.
	Ponding Water	
	Ice in Pedestrian Areas	
4	Security	Good
	Unsupervisable Outdoor Areas	
	Lighting	Need light by delivery area
5	Vehicular Access to Building	Good
6	Pedestrian Access to Building	Good
	Condition of Walking Routes	
FOOD SERVICE:		
1	Cafeteria	Size is adequate. Dining room serves students. Eat breakfast lunch and dinner. Breakfast 7:30am to 8:05am. 95% eat breakfast. Pre-K will be served breakfast in Hester Hall. Lunch: 11:00am to 12:15pm. 11:00 Pre-k & K; 11:30 is 1, 2 & 3 grades; 11:45 all other students are served.
	Serving and Dining (does it meet the students needs)	Serving meets needs of students. Equipment is good.
	Equipment; furniture	Replace tables and chairs within the next 5 years. Individual tables and chairs. Round tables.
2	Kitchen	
	Serving and Dining (does it meet the students needs)	Kitchen size and storage are adequate.
	Equipment	Need to replace some refrigerators and stove within the next 5 years. Just replaced steamer.

BUILDING SYSTEMS:		
1	Heating, Ventilation and Air Conditioning	New heating and air conditioning were installed 2011. Work good.
2	Plumbing Fixtures	Updated all plumbing, some sinks were replaced. Drains are good.
3	Lighting Fixtures	Lighting is good and adequate.
4	Fire Alarm	In good shape. Was updated.
5	2-way communication system	Have telephone in office.
6	Electrical Power	Adequate power for all of equipment.
7	Doors	Adequate. Replaced exterior doors, front, side and back (4) 2011.
8	Windows	Windows need replacing. Old, single pane all the way around the building. They are operable and still work. There are no window blinds, there are curtains in dining rooms. They were replaced 4 years ago.
9	Room Finishes: Boards, walls, floors, windows, ceilings	Painted 2011, need to remove black board in bakery area. Would like to replace existing 12x12 VCT with ceramic tile floors. Ceiling is hard and in good condition.
10	Technology	access to technology in dining hall. Have closed circuit TV in dining hall. No access to internet in dining hall.
GENERAL STORAGE:		
1	Does it meet the needs of the school?	Adequate storage.

MAINTENANCE OR JANITORIAL SPACE		
1	Does it met the needs of the school?	Adequate Need better access to dispose of mop water. Now it has to be lifted into high sink and that is a safety issue. There is an electrical panel in that area too.
SIGNAGE:		
1	Outdoor Signage	Good
2	Indoor Signage	ADA signage installed.
CORRIDORS:		
1	Do they accommodate the school curriculum?	
2	Lockers	Need lockers for safe storage of staff personal items.
3	Lighting	
4	Room Finishes (floor, ceiling, walls, cabinets)	
STAFF RESTROOMS:		
1	Room Finishes (floor, ceiling, walls, cabinets)	Need blinds for window. Bakery restroom is very small, not ADA.
2	Plumbing Fixtures	
PUBLIC RESTROOMS:		
1	Room Finishes (floor, ceiling, walls, cabinets)	Restrooms by entry need more privacy. Need a lock on door.
2	Plumbing Fixtures	
ADDITIONAL COMMENTS:		
	Serve 85 breakfast	
	Serve 140 lunch, students and staff	
	Serve 80 dinners for students and staff	
	Prove catering for banquets approximately 2 per year.	
	Have summer program now. Feed 70 to 80 students and staff for 2 weeks during summer.	
	In serving area in next 5 years will need to replace equipment.	
	Will need a new dishwasher in the next 5 years. Maintenance is increasing on unit.	
	Install non-slip tile floor in dish room for safety.	

Human Resources

2/21/2012

BUILDING: Delgado DEPARTMENT: Human resources NAME: Ron Ortiz Dinkel 1 1/2 years 505-476-6313

DEPARTMENT/OFFICE SPACE	COMMENTS
1 Size/shape/configuration (Does it meet the needs of the department?)	Space wise it meets needs. There are roof leaks. Access to employees could be improved.
2 Fixtures and Equipment	
3 Work surface and seating	
4 Display Surface	
5 Storage	Adequate storage for Dinkel's office.
6 User Space	
7 Doors	good
8 Windows	Operable windows, single pane. They work.
9 Heating, Ventilation and Air Conditioning	Heating is not always constant. It can be uncomfortable.
10 Plumbing Fixtures (if any)	Good
11 Lighting Fixtures/lighting level/Sun Glare	Good
12 Fire Alarm/2 way intercom	good
13 Room finishes (floor, ceiling, walls, cabinets)	Floors, walls good. Ceiling tiles need to be replace due to water damage.
14 Technology	Good
15 Electrical Power	Good
16 Acoustics	Good
ADDITIONAL COMMENTS:	
1 List number of full time people assigned to space	4.5 people assigned to Human Resources. 1 Secretary/Receptionist, 1 department secretary downstairs, part-time secretary who goes wherever she is needed. She sits downstairs in reception area when working with HR. Director of HR and Payroll are located upstairs.
2 List number of part time people assigned to space	
3 List number hours space is used	
4 Is space a general office, or a specialized support space	
5 What departments do you interact with?	Dr. Stern is primary interaction. Lot of interaction with Mr. Apodaca. Interact with supervisors and staff from all over the campus. They typically come to HR. This can be awkward when it is a confidential issue.
6 Do students use space?	No student interaction.
7 What support services to you need? (access to copier, printer, etc)	Copier on floor, printer in office. Share equipment with the building, not just department.
8 What support spaces to you need access to? (conference room, workroom, break room)	Office serves as conference area. Staff needs access to workroom and break room.
	Currently staff is spread out upstairs and downstairs. This is difficult, but they are making it work. Mr. Dinkel would like to be located downstairs as it is difficult for some people to come upstairs.
	HR records are kept in vault downstairs. This is adequate.
	The existing spaces are meeting the needs of the HR department. Department secretary works on confidential information, but can position computer where it is not visible to public.
	Biggest need is for people to access office and privacy.

INTERPRETERS

Information Provided by: Sarah 5 years, Lena 4 years on and off

Date: 2/22/2012

District Student Health Focus:

This year is a little different. There are 4 full time positions. 2 full time people and 4 part time. Any day there is 4-5 staff interpreters in the office and 3 or 4 contract interpreters in office. For special events there are more contract interpreters. The interpreters report to a "home base "and then spread out. Sarah oversees all the interpreters. Sarah spends more time in office than the other. 30 - 60% of time is in office. What are office duties. Sarah schedules interpreters. They have to document who they interpret for and what they interpret. They do not have a secretary. They do all office tasks. Dee Ann might be able to provide more assistance with the paper work. The main task of interpreters is to provide interpretation for students, staff, whole community. Interpreters travel with outreach, staff to other communities. There is not a very large group of contract interpreters. Next year they will probably go back to 4 interpreters.

District Items of Concern: (Related to Interpreters)

1	Housed in Delgado next to Dr. Stern. There are 2 work stations in this space. Sarah shares it with Lena. The other 2 interpreters are in a small office. There are no windows. The air circulation is very bad, either hot or cold. Dr. Stern's vision is to demolish that section of Delgado. Need to try to reduce some of the square footage on campus. That area is where everyone on first floor is to come when there is a lock down. There is limited communications in that area
2	Sarah likes her office. It is close to Dr. Stern. Having the interpreters close to Dr. Stern is very helpful. Other interpreters do not need to be close to Dr. Stern, but do need to be in same building.
3	Look at placing interpreters in with Step Hi or look at Administration moving into Cartwright. The kitchen area by audiology could become an office for interpreters. If IT goes together in one space it could go to Delgado.
4	Sarah works very closely with HR and finance. She is always going there and has interaction. Because of current level of lack of signing of the secretaries.
5	Move Sam to where IT is located all together. Sam could be separated from business.
6	Interpreters would like a place to meet. If Cartwright is renovated, there is enough room for a meeting room.
7	Interpreter program could expand, but it is dependent on funding.
8	Interpreting means two different things to us, English to sign language and from Spanish to English to sign. The school outsources a lot of sign.
9	There is no storage. Right now they use space in front. There is no place to lock and secure personal items. It would be preferable to be able to lock and secure personal items. Interpreters report when they arrive and report when they are leaving.

District Facility Needs: (Related to facility needs to support Interpreters)

1	Delgado, the restrooms are always full. Need more restrooms.
2	Conner does not have a designated person to let them in the building. Many times the interpreters are locked out of the building.

INTERPRETERS

3	Way finding around campus is very difficult.
4	You can also get locked out of Hester.
5	Often IEP meetings are held in Conner. The acoustics in Conner are very poor.
6	The RAC also has poor acoustics which makes it difficult to sign.
7	The light in the RAC is difficult for any presentation. Some type of window treatment in that area to help with vision.
8	JAL needs better video to help people to see interpreter on stage.
9	It would be idea if whole interpreting team can be close together by the Superintendent. It is very important to keep 1 or 2 interpreters close to Superintendent.
10	Hard to predict future of technology, but maybe there will be some way technology will assist in interpreting.

James A. Little Theater

2/21/2012

NAME: Jack Sherman, Manager of JAL, 15 years working and employed 10 years 505-476-6429 DEPARTMENT: Theater

Mr. Sherman is part-time, 20 hours per week. Only theater employee

BUILDING:		COMMENTS
1	Parking (does it meet the needs of the students and staff?)	Just built a new parking for theater. When there is an event in the gym and the theater there is a parking issues. Currently people park where the big bldg was demolished, but this is going to become a soccer field which will impact the parking situation.
2	Safe Access ADA Access	Yes Yes, brought up to code approximately 10 years ago.
3	Drainage Ponding Water Ice in Pedestrian Areas	On north side of bldg water collects by loading bay. This area should be addressed. Sidewalk on north side of bldg gets the drainage water from the roof and it freezes in the winter.
4	Security Unsupervisable Outdoor Areas Lighting	Good New parking lot is good, but old area in front of JAL is dimly lit.
5	Vehicular Access to Building	Loading dock is adequate
6	Pedestrian Access to Building Condition of Walking Routes	There are some issues of sidewalk where there is having. Tile under front portal is loose.
Theater		
1	Lobby Does it meet the needs of the theater? Equipment; furniture	
2	Auditorium Does it meet the needs of the theater? Equipment; furniture	
3	Stage Does it meet the needs of the theater? Equipment; furniture	
4	Support Spaces Does it meet the needs of the theater? Equipment; furniture	

BUILDING SYSTEMS:		
1	Heating, Ventilation and Air Conditioning	Heating and air conditioning is old and needs to be replaced.
2	Plumbing Fixtures	ADA restrooms were upgraded to ADA compliance but the faucets needs ADA handles.
3	Lighting Fixtures	Lighting is adequate. Would upgrade to LED. Stage lighting is adequate.
4	Fire Alarm	Working.
5	2-way communication system	Telephone and internet
6	Electrical Power	Adequate. Upgrade transformer 3 or 4 years ago.
7	Doors	Doors are problematic. Do not seal well. Need attention. Mainly exterior doors.
8	Windows	Windows are good.
9	Room Finishes: Boards, walls, floors, windows, ceilings	Carpet was replaced 5 years ago. New wall paper in lobby and board room 5 years ago. Replace floor tile in lobby.
10	Technology	Lighting and sound system are good. Consultant recommended upgrades for video.
GENERAL STORAGE:		
1	Does it meet the needs of the school?	Does not meet needs.
MAINTENANCE OR JANITORIAL SPACE		
1	Does it met the needs of the school?	Not adequate for size of space
SIGNAGE:		
1	Outdoor Signage	Good
2	Indoor Signage	Good

CORRIDORS:		
1	Do they accommodate the school curriculum?	
2	Lockers	
3	Lighting	
4	Room Finishes (floor, ceiling, walls, cabinets)	
STAFF RESTROOMS:		
1	Room Finishes (floor, ceiling, walls, cabinets)	Broken tile on floor.
2	Plumbing Fixtures	
PUBLIC RESTROOMS:		
1	Room Finishes (floor, ceiling, walls, cabinets)	Renovated to ADA
2	Plumbing Fixtures	
ADDITIONAL COMMENTS:		
Would like a shop, rehearsal, green room addition on the back.		
Primary users are little children groups. Little theater, little dance. These groups have approximately 75 performers		
Main obstacle to outside organizations using the theater is when the NMSD uses it no one else can use facility.		
Main obstacle to outside organizations using the theater is when the NMSD uses it no one else can use facility.		
Theater seats 450 and NMSD never uses that much. It feels like a big empty hall. It never gets filled up by NMSD.		
The primary use of building is outside use. Most are non-profit group or State functions.		
Replace stage rigging system with electronic system. This is a safety issue.		

CENTER FOR EDUCATIONAL CONSULTATION & TRAINING

Information

Provided by: Cindy Huff, Christine, Sarah (Interpreter), Pricilla & Joann

Date: Feb. 22, 2012; revised July 19, 2012

District Student Health Focus:

Outreach program has changed its name to Center for Educational Consultation and Training. Outreach program fundamentally thinking about students who do not come to school in Santa Fe, students that attend public school in their own area. Entire staff is housed 2nd floor of Conner. They travel constantly. They have many events that bring people to campus, classes, sign-language. These take over space all over the campus. Use of Multi-plea use facilities is not always easy. Department to department there are good relationships, but sometimes those relations are strained. The Outreach program brings students here. Perception is that Outreach is not part of NMSD, but they are part. They do not work with students on campus. Some programs happen during the school year. When outside groups reserve space on campus that can impact Outreach program. Conner Hall gym is used by non NMSD people. This means that the school locks off access to 2nd and 3rd floor. This will interfere with Outreach. Who is the priority? In summer there are 3 programs, family to family, ASL immersion, interpreter intensive programs. These are intensive programs. Students are not on campus, classrooms are closed, but this still disrupts classrooms. Maintenance and housekeeping are involved.

District Items of Concern: (Related to Outreach)

1	Outreach is on 2nd floor of Connor Hall.
2	One large office space that houses. 1 department secretary, 1 coordinator of public school support (Pricilla), 4 educational consultants, 2 vacancies for educational consultants, Library and meeting space and storage. Currently there are 8 work spaces in this area which meets the needs. There are 2 other programs that Christine is overseeing that could become part of outreach which would require 1 more coordinator. AmeriCorps is based office. It is like Peace Corps but it is State based. The only people that would be housed on campus would be the overseer. This would mean adding one position in this large office area. One person in the department is out of the office most of the time, so her space could be used, but we would need to find a home for her when she is here.
3	Any issues with large office space: because there is a meeting space there are times when AmeriCorps is using that space it disrupts others working in the office. The program needs to have a dedicated meeting/conference space. Next year with 10 AmeriCorps people that meeting space will not be able to be used. Meeting space is at a premium on campus. There is one meeting space at Hester which is convenient, but it can be difficult to access.
4	Director's office is good.
5	There are problems with the heating and cooling system. The office can be really hot and other times can be cold. Heating and cooling is on timer. Occasionally Outreach is on campus weekends and timer for heating is off.
6	Need to make certain that Joann has visual access to fire alarm. This has been completed.
7	Storage is adequate and meets needs. It is currently in an office space which could be turned back into an office and this would be an issue.
8	Space dedicated to lending library is adequate now, but it is growing. It is a library for educators around the State.
9	Not 8am to 5pm department. Interface with dining, maintenance, cottage, security, all departments.
10	Have biannual conference for about 350 people that is held on this campus. This year it will be at Santa Fe Community College. It will return to NMSD in 2014.
11	Outreach program needs a warm/comfortable reception space for approximately 4 - 5 people. Currently use the "hallway" as a reception area and also for training.

CENTER FOR EDUCATIONAL CONSULTATION & TRAINING

District Facility Needs: (Related to facility needs to support Outreach)

	Interaction: Do evaluation State wide. Students are brought on site for diagnostics. Have visitors that are considering placement on school. Visitors from other schools to see best practices. Utilize programmatic expertise from various counselor on campus. Hire staff people to work on summer programs.
1	Spokespeople for program.
2	Interaction can be face to face or e-mail. There is no daily interaction that is necessary. There is no secretary for Conner. Hester, Dillon and Conner are card key access only. This makes the buildings not friendly to users. Way finding is very difficult on campus. It is cumbersome to get people on campus and find their way. Construction makes this worse.
3	Campus needs to be warm and friendly. Have used security as the welcome wagon, which is not their job.

Center for Educational Consultation & Training Space Requirements:		SF
1	Director's office: seat 2 at desk and small table and chairs for meeting with 4-5 people. 250sf	250
2	Coordinator's Offices: Small office; 125sf	250
3	Coordinator's Office (future): Small office; 125sf	125
4	4 educational consultants: small office/cubical; 60-80sf; visual separation and would prefer audio separation.	320
Subtotal Space Requirements:		945
Space that could be shared with EI:		
5	1 Secretary/Assistant/ Receptionist: be able to seat 4-5 people; 300sf	300
6	Workroom: 250sf	250
7	Meeting / conference room: hold 15-20 people; 250sf	250
8	Break room: refrigerator, microwave, sink; 100 - 150sf	150
9	Lending Library: 150sf Currently integrated into open office space.	150
10	Storage: 150sf	150
Subtotal for Shared Space Requirements:		1,250

Center for Educational Consultation & Training Existing Space:		SF
1	Open Office	1,288
2	Office	110
3	Storage:	103
4	Director Office	144
Total Center for Ed. Consultation & Training Existing Space:		1,645

SAFETY/SECURITY:Information Provided by: Ignacio Ortega, 8 yearsDate: 2/21/2012**General Safety Information:**

School has fire drill plan. Working on disaster preparedness plan with Richard Gorman. Campus is fully fenced. Has a guard building at entry. No intruder alarm system. School has been installing card key access. School buildings, residential cottages, and Larson gym has card key access. Other buildings do not.

District Items of Concern: (Related to Safety)

1	There is some exterior lighting but it is not sufficient. Very insufficient lighting in parking lots and walkways. Exterior lighting on all buildings which works.
2	Guard building is not in right location. It should be next to gate. Security needs to be able to control gate from inside the building to limit access to campus.
3	Concerned with parking lots: not enough room to accommodate the School and JAL when both are being used at same time. Not enough lighting. Need parking just for JAL, some performances have very large attendance.
4	Better communications with the residential staff of students. Need better plans for major catastrophes.
5	Complete installation of card key access on all buildings.
6	Establish campus access hours. Campus should be open until 9pm after that they have to go through security. Currently campus is open 24 hours a day.
7	One entry and one exit gate. Currently there are four. They are opened and un-manned.
8	Do not have any interior or exterior cameras. Need this to monitor campus.

Special Programs:**Information**

Provided by: Jennifer Herbold, Principal of Curriculum and Special Programs, 12 years

Date: 3/1/2012

Supervise Library, wood shop, PE teachers, anyone who is not specific to academics.

Right now her office is in library. New librarian needed Jennifer's help. Once Dillon renovation is complete, Jennifer could move to Hester Hall. Jennifer has a secretary. It would be good to have a curriculum team. There is a curriculum specialist which is currently located in the Library but that will change.

Jennifer usually goes to the staff. A small meeting space in Jennifer's office would be very helpful. A space for 3 to 4 to meet. Jennifer does not have to be in Hester. It could be beneficial for Jennifer to be in Library area with curriculum team and library. She is flexible. One important part of job right now is Scott, Principal of Hester, travels the State. Jennifer fills in for Scott when he is on the road. There are 4 main people that serve the schools: Scott, Jennifer, Terry and Maureen. There should be 2 in each building: Hester and Dillon.

There should be 2 directors in Dillon and 2 in Hester and no one in Conner. There aren't that many teachers there. The outreach department is there. The transition program answers to Maureen and are in Conner.

The main educational buildings are Dillon and Hester. All parents come to Hester and Dillon.

Jennifer's main emphasis is with teachers.

The number of buildings on campus needs to be reduced. Need more open space. NMSD has grown without reducing any square footage. Jennifer oversees entire library and curriculum. There is separation between resources and instruction. The resources in library need to be combined so everyone knows what the school has.

Jennifer would like to expand library across the building. It is important to connect the library with the Resource Room. Right now they are on different levels. There is about 6 inches difference. The Library staff is in charge of the Resource room and connecting the two spaces would solve lots of issues.

Special Programs:

1	Lots of elementary students have to walk behind Dillon to get to gym. Demolish Dillon Annex and make it easier for small students to get to gym.
2	It is important for ALL students to have direct access to library, especially elementary students from Hester. Use card Key to have access. MS & HS could have separate access to library.
3	Want students to use the library more. Have a brick walkway, covered between Hester and Library. This would encourage traffic to library. Library will be part of Dillon Phase 2 project. The Resources room was supposed to be renovated in Phase 2, but they have worked on it in Phase 1. The ceiling is now lots lower.
4	There is a possibility of incorporating some museum items into the Library. This would increase visibility and student interaction with museum. There could be 4 areas within the Library for museum displays.

Library Space Requirements:		SF
	Large Stack/reading area 2,000sf	2,000
	1 Reception/help station in Library	
	1 Librarian Office 150sf	125
	1 Library work room 150sf	125
	1 Library storage room 200sf	200
Total Library Space Requirements:		2,450

Support Functions Adjacent to Library:		SF
	1 Special Programs Office 225sf	225
	1 Special Programs Assistant Office 125sf	125
	1 Resource Room 900sf	900
Total Support Functions Adjacent to Library:		1,250

PSFA Recommendations:		SF
	Large Stack/reading area 2,000sf	2,000
	1 Reception/help station in Library	
	1 Library Office/work room 250sf	250
	1 Library storage room 200sf	200
Total PSFA Recommendations:		2,450

Existing Library Square Footage:		SF
	Large Stack/reading area 2,746sf	2,746
	1 Reception/help station in Library	
	1 Librarian Office 117sf	117
	Multi-Media 208sf	208
	Staff Development 126sf	126
	Resource Room: 822sf	822
Total Existing Square Footage:		4,019

Family Infant Child

Information Provided by: Stacy Abrams, Family Infant Child, Deaf Mentor Coordinator

Date: 3/1/2012

Deaf Mentor program - work with same families in the Early intervention. Specific program to help parents learn sign language, learn about deaf culture. The language development program for deaf children. Stacy coordinates program state wide. Work with approximately 100 families state wide. 15 part time staff state wide. Work and live in communities. 2 full time mentors and Stacy. Hope this staff will grow. Lots of books and DVD's that are for loan. 2 deaf mentors share one office. Stacy has moved 5 times in 4 years. Heady, family specialist is in Hester hall. It would be good for Stacy to be in Hester. It would make sense for the entire program to be located close together. Need to see the files and materials. Want to maintain 2 offices and storage area. Need to be close to PIC staff. Everyone in PIC has a home office. There are 2 local PIC staff that come into office. Deaf program serves 0 -3. Outreach serve 3 - 5.

PIC - Parent Infant Child program. Stacy works closely with family specialist, parents who come and drop off students at Hester Hall and with Outreach. Outreach and Stacy travel together. Compare notes. They have AmeriCorps program and Stacy works with that. Stacy help plan summer programs. The programs do overlap. They support local school age students. Stacy supports parents of deaf students. Want to make certain that parents and students support each other. Stacy works with parents of children 0 to 6. There is an overlap with Outreach who serve children 3 - 5.

Does not recruit students to NMSD but lets parents know about NMSD and what it offers. It is an option.

The road is awkward. The service road between health center and Delgado is not good.

Need more outdoor areas for students. They need more play areas.

A pool would be nice.

Telephone Conversation with Joanne Corwin: 5-14-2012

Step Hi: Early intervention and involvement Program.

Parent Infant Child

Deaf Mentor

Deaf Program: Currently have Stacy full time and one part time. Part time person is housed in library.

There are two full time positions that NMSD wants to fill. One position will be full time in Las Cruces. Looking to add one full position on NMSD campus.

2 Offices: one for Stacy and one for full time for Deaf Mentor Program. Need access to workroom.

Parent Infant Child program and Deaf Mentor need to be located in same area and share space.

Hedy Stern is under Maureen Irons. Not in Early Intervention and Involvement Program. Any family on campus, Hedy will set up events and give them a tour. Hedy Stern has an office in Hester Hall. She is family specialist.

Parent Infant Child Program: Christie Halus, Bettie Petersen, Bella Revias, Joanne Corwin.

Each person needs there own office. Currently located in Delgado Annex.

Need larger workroom space. Need storage area.

Both Parent Infant Child and Deaf Mentor need lending library.

Need conference/meeting area.

Outreach Program is located in Connor.

Preschool Program: Run by Scott Mohan.

Refer to Early Intervention & Involvement for Space Requirements.

HEALTH CENTER:**Information**

Provided by: Matt Smith, Coordinator, 15 years (leaving at end of year)

Date: 2/22/2012

District Student Health Focus:

Health Center functions to maintain regular student health, but it also is a 24 hour a day, 5 days a week facility. It takes care of the majority of student health related needs. There are 75% of the students that are residential and need to receive medical attention on campus. These students live more than one hour away from the NMSD Santa FE Campus.

Student Health Services Provided to:

It was originally a 24 hour, 7 day a week facility. Currently it is open Sunday afternoon to Friday evening. It accommodates students when they are ill and need to spend the night in the facility. When there are special events on campus the health center is open 24 hours/7 days a week. Health Center is open when special events occur on campus. Health Center does not treat students from other schools. It makes certain that students receive their medication. It helps students that live in other locations organize local medical services. It helps students get other needed medical services. It provides coordination of community services to students and their families.

Existing Facilities:

Currently the Health Center occupies all of the 1937 building except for 3 offices and 2 bathrooms. The girls and boys rooms are very large. They were built in the 1930's and remodeled some time later. This is more space than needed and there are not enough restroom facilities to accommodate the students. If there were space for 8 students to spend the night with two students sharing a room and a bathroom that would work better.

Have one exam room. It meets the current needs. Would be nice to have a hot water heater closer. It takes a long time to get hot water at the faucet. There is a lot of glass in the exam room. Need smaller windows for privacy.

There is always an RN on premises. There are (3) 8 hour shifts. Central reception area with secretary.

There is a Dr. who volunteers and is rarely on campus. There is a Nurse Practitioner that is on campus 2 and a half days per week and is also available on-call. They use the Dr. office. They keep medical records on each student when they come to the school.

There is always a nurse on site. There is a secretary on site 6 hours per day and who is a nurse assistant. Coordinator is on site when school is open and is a nurse. Coordinator is primary nurse during day and there is a half time RN who comes to the campus when needed.

Health care has been in this building since 1937.

Richard Gorman and Transportation have been there 2 years. They could move if needed.

Supervision issues: visibility when students are in building is issue. The entry is unprotected. There is no place for one person to sit and have good visual access. This building does not meet the needs of the health center.

It has been discussed to have a nursing office in Hester Hall during the day. Question that pops up if school is having two different offices, that could create issues by duplication of services. It would make seeing students easier to have the nurse closer to the students. Staffing is a concern of the school. It would be difficult to provide staffing for two places. It could happen with existing staff by increasing hours a little. This issue has not been resolved.

A new facility could be more efficient and more secure. Student access to the existing facilities is an issue.

HEALTH CENTER:

Ms. Manzanares Response 7-26-2012

During our last meeting, Matthew Smith, former School Health Coordinator -indicated the importance of having the mental health /social worker located at the Health Center. Jennifer is a great asset to NMSD. In the brief time I have known her, she has been helpful in assisting us with intervention on some of our more medically complex issues with some students. We rely on her regularly and she as well agreed that the move would be beneficial since behavioral/mental health and medical often times go hand in hand.

One other department that was not mentioned by Matt, that I think is equally important to be near the Health Center is Transportation. THough we do not necessarily have to be in the same unit, I do believe it is equally important for the Transportation department to be located within fairly close proximity to us. We work very closely with them on a daily basis, with students going to and from physician appointments, home and the constant passing of medications back and forth when students go home on weekends, field trips, etc. It would be very time consuming for both departments to communicate and exchange medications and initiate students being transported, at the level we currently do, being located far away from each other. This is especially true since we only have one evening and one nurse alone on the unit. If there is a sick student at the Health Center, nursing staff cannot leave them alone to meet with Transportation on other students being transported, etc.

One last thing I would object to is having the Health Center located in the basement. It would not give a "student friendly" atmosphere nor would it be a good central location between our departments and others including cottages. From what I recall, I believe students were opposed to this as well in the comments that were stated by your staff for our last meeting in May. We are the only department other than cottage staff that provide 24 hour staff, and after mentioning the basement to nursing staff, they do not feel comfortable being placed in the basement during evening and night hours.

Because I am not familiar enough with the facilities and what buildings will be salvaged, I cannot offer any suggestions for relocation of the Health Center. There was a suggestion mentioned during the meeting in May, that the Resource Center may be a possible option for relocation of the Health Center, however, I have not been in there to look at the space. Though I am not positive, I think we would need a minimum of 3 beds for a girls quarters, and boys quarters, and perhaps a window in both of those quarters, large enough to be monitored by nursing staff office which could be right on the other side of that wall.. This would allow nurses to work on paperwork and care for other non-ill students, and still be able to monitor students who are ill.

We would need enough office space for nursing secretary, myself, the health care provider, and additional nursing staff or social worker. Triage/treatment room, medication and supply room, 2 bathrooms, and enough space in the nursing office to keep non-ill students who may have injuries. Currently there is a washer/dryer for linens, however, we do contract out for part of those linens, so if there is not enough space for this, I can check into contracting out for all linens.

HEALTH CENTER:

Health Center Space Requirements:	SF
Waiting/Reception/Secretary 250sf	250
Nurse/RN/Doctor Office 200sf	200
Exam room 150 sf	150
Double Occupancy Rooms (3) at 160sf each 480sf	480
Restrooms for Double Occupany Rooms (1) at 80sf	80
Staff Restroom: (1) at 80sf	80
Storage:	
Exam Room: 50sf	50
Storage: Records 50sf	50
General Storage: 50sf	50
Total Health Center Square Footage: 2,000sf	1,390
Need Access to:	
Work Room: 150sf	150
Break Room: 150sf	150

PSFA Health Center Recommendations:	SF
Student Health: at least 805nsf plus 1nsf x planned school programmed capacity. 805 + 125	930

Health Center Existing Space:	SF
Waiting/Reception/Secretary	275
Closet	8
Office	111
Closet	15
Head Nurse	142
Closet	11
Closet	10
Office	146
Restroom	100
Laundry	85
Restroom	37
Treatment Room	230
Medical Storage	53
Janitor	23
Storage	24
Restroom	45
Infirmary	681
Closet	11
Closet	14
Total Health Center Existing Space:	2,021

STUDENT LIFE:

Information Provided by: Roddy Cabbage, Director

Date: 3/1/2012

District Curriculum Focus:

Director of Student Life, Transportation and Residential.
Offices in Larson Gym. That is a good location.
Cottages were completed in 2007. They are new and working well. Roddy has 2 big picture thoughts: storage - there is no storage. There is small storage in cottages. Student Life bought a small shed which is outside Larson Gym. As far as storage goes, would like to add storage connected to Larson RAC. The RAC center is fairly bare because it has to be available for meetings. Need a place for chair storage so the room can be used as a multi-purpose room. It cannot be exclusive for Student Life. Roddy would like RAC to be exclusive for students and have meeting rooms in Dillon. Storage on either side of the stage.
Before Dillon was renovated, transportation parked in front of Dillon. Students would leave luggage in Dillon Hall for the day and then get in transportation and leave. With renovation of Dillon, students now drop off luggage in RAC then go to school then come back to RAC and get luggage and then leave by back parking lot. Principal wants luggage to go to Hester and students to be picked up in front of Hester. Roddy likes current location of transportation in back. There needs to be a secure place to store student luggage on Fridays.
Transportation has 4 staff. Mike and 3 drivers. 3 drivers share one office. On Fridays and Sundays, 15 to 20 drivers come in to sign in and get their routes. They have to meet in that small space. A space with a table, display area to post routes, key pickup area. The Sosoya Bldg is being used by Transportation for storage. Need a space to wash cars, access to water. In winter, need electrical access to warm diesel engines. Also the teachers need to come pick up keys. Need a centralized area.
Maybe put transportation with the Health Center. So maybe we can put a new health center somewhere central for students. Students need more direct route to Health Center. Main entrance to Health Center should be visible. Need easy access to Transportation and health Center. Student Life uses vans. School staff needs easy access to Transportation.
The roads need improving. Full of potholes. Especially the road between Delgado and Health Center. Parking space. The area north of gym is a dirt lot. School is talking about placing an elementary playfield in this area. Roddy is concerned because the JAL uses this area and it would not work for students. Small soccer field or softball. maybe split between parking and playfield. If the JAL was not open to community the parking would be adequate, but it is open and parking is needed.
Transportation and Health Center need changes.
1 A pavilion was put in between the cottages. It is the only shade that Student Life has. Open space is limited. Roddy wants students to be outside more. Need more outdoor recreation areas. Better supervised area, more visual access. Keep area open. Roddy likes the RAC curve. Curves eliminate corners for students to hide in.
2 Cafeteria road is mostly used by vendors. That road needs to be safer for students. The road prevents speeding because of its bad condition.
3 Right now Sosoya is used by Theater works and for storage. Had talked about moving seniors independent living skills into Sosoya. It could go away and make more parking. It was used by Higher Ed as their offices.
4 Roddy meets with family members and students. Works closely with academic department, transportation. Transportation needs to be located near the school buildings and fleet of cars.

STUDENT LIFE:

Information Provided by: David Anderson , Supervisor 3 years

Date: 2/29/2012

Student life is after school program. Plan after school programs. 16 staff that work with students. Provide workshops for living schools, social skills. 2 people in each cottage. Also residential staff that work from 12am to 8am. Students are always supervised. Program is from after school to breakfast. provide the road runner activity center. There is social time and gym time. About 70 residential students. A lot of students go home after school. Cottages are usually closed on weekends.

Her office is in gym. There is a lack of storage. They need to keep their equipment separate from PE equipment. Need closet space. Secretary area is where all staff come to sign in and pick up mail. It is too crowded in secretary area. They have meeting in the RAC center but the glare makes it difficult to communicate. The School almost never uses the stage. It does not work right.

Student Life has a secretary and two staff that need offices. They also need a meeting room and a break room. Student Life is in charge of funding the snack bar, but David Anderson buys the food and staffs it.

There is no video phone in a private area. The office in the cottages are next to the kitchen for observation. They have a desk and filing cabinet in office. The cottages are very open which is good, but they could use some private area.

Student Life interacts mainly with students. Interact with Principals and gym people. Interact with Transportation. Director is in charge of transportation. They could use a room for students to wait in until they are picked up.

David lives on campus. Students would benefit from an outdoor recreation area. There are no playground areas close by. HS plays volleyball. They stay inside a lot and do not get outside. MS and HS students need a more accessible spot for outdoor recreation. A movie room for students with seats and projector. A smaller JAL.

The school building Conner building is difficult to monitor. Kids can hideout and make out. The cafeteria and health center have bad visibility. Students have to go all the way around the building to access the front. It is not convenient to the students. In the dirt lot, it is used for transportation and people are driving all over it. It is not a safe area.

Kimberly Olivas 5-14-2012

1 big apartment - 4 bedrooms
1 single apartment - David Apartment
1 single apartment
Cartwright 3rd floor - 7 bedrooms
324: full bed, futon, twin
325: 2 full beds, 1 futon
326: 4 twins
313: 2 twin beds, 1 futon
312: 1 futon
304: 1 twin
306: 1 twin

STUDENT LIFE:

Outreach for summer programs occupies all living spaces.

The ASL immersion program has gone to having two summer programs to accommodate everyone. They use all of the spaces.

The idea accommodation: Common area, access to kitchen, living area. Would be more convenient to have accommodations on ground floor.

Accommodations should have bedroom, bathroom and then access to kitchen or living.

Some events are over night.

Family to Family Weekend: 2 days, 2 nights; once a year: in summer Outreach K-12 interpreting Workshop: stay in cottages. Summer

Summer Program: Students stay in cottages, 3 to 4 families come and stay on campus; 2 weeks in June.

ASL Immersion: July & August; July 26 - 29 August 2 -5; Take all campus accommodation.

Counselors workshop: April 12 - 15 stayed in cottages; 45 people all over United States. This was a one time thing but they would like to keep having it at NMSD.

Sports events: Two or three times a year visiting teams are allowed to stay on campus.

Graduation: Parents are allowed to stay on campus.

Student evaluations: One or two families per week.

Prom Week: one or two families stay on campus. May 12-13

Athletic Events: Parents can request to stay on campus.

If parents need to come to campus to discuss their student, parents are allowed to stay on campus.

For Outreach Programs breakfast and lunch are provided.

TECHNOLOGY PROGRAM:**Information**

Provided by: Sam Montoya, Director

Date: 2/21/2012

Service

Provider: Century Link Internet;

Size of Service: Metro Optical Ethernet 50mb per second, Albuquerque Pre-School gets 10mb per second. NMSD gets 40mb per second.

Location of

Main Server(s): Main server room is in Hester Hall.

General Operational funds provides part of the funding. Utilize E-Rate and is a 90% school. E-Rate does not cover all of technology needs. E-Rate funding fluctuates. Does not apply for technology grants.

Funding of IT:

Replacement Program: Computers keep as long as possible. Try and replace all computers around every 5 years. Operate both MAC and PC. 150 PC and 55 MAC.
Each 9th grade students receives a laptop computer.

Training: Kerry Nichols is an instructor who is supposed to be in charge of training. In process of redefining her role in training. This is being worked on.

District Technology Focus:

For E-Rate School is required to have technology plan which is approved by PED and NMSD Board of Regents. Plan is written by Montoya and curriculum group. Typically NMSD implements a plan, but the plan is modified as funds are available. IT purchases all technology equipment. Curriculum and Administration purchase items and it is difficult to keep track of what the School has.

Elementary School: Every room has 2 computers, 1 for student and 1 for teacher. Each room has interactive board. Most rooms have ceiling mounted projector or with board. Making move to Smart boards throughout school. There are some document readers. ES has 7 computers on a mobile lab. Using MAC laptops and have 6 on a mobile lab.

Middle School has 7 computers on a mobile lab.

High School has two computer labs with 6 computers in each lab. These rooms are used for classroom work and part of day it is open lab.

TECHNOLOGY PROGRAM:**Technology Services Provided to:**

School bought immediate response clickers 8 months ago.
Wireless is available in about 85% of school. 20 access points throughout school. Dillon will have 9 wireless points when renovation is complete.
Infrastructure was installed in old buildings. Dillon Hall IT is being renovated to meet needs. Hester Hall has been updated to meet IT needs. Connor has been updated to meet IT. Need to remove abandoned cabling. School has been upgraded to fiber. Server rooms and switching rooms are good. Need more IT storage, staging area for new computers and computers that need to be disposed of.
There are 4 people in IT - Sam, Robert, Eric and Dale. They are spread throughout the campus.
Robert: computer tech level 1. He is help desk and media server. He works closely with HS curriculum for media and TV studio. Located in Connor Hall.
Dale: Level 3 network administrator - located at Hester. He needs to be close to servers and Montoya.
Eric: computer tech level 2. He makes certain equipment is up and running. Currently located in ERDC Building.
Sam: level 3. He oversees all IT. He is currently located in Delgado Hall with Business.

District Items of Concern: (Related to Technology Program)

1	Genzibar is the software used by the business office. If duty is delegated to people using specific modules then Sam would not need to be so closely associated with Business.
2	Heating and cooling in Sam's office is bad. Has window unit for air conditioner.
3	Window needs to be replaced and blinds.
4	Eric office is a temporary office. It needs to be locked.
5	Robert - needs proper, secure storage for equipment.
6	Eric - needs staging and work room.

IT Space Requirements for Eric:

1	Work Room / Staging Area
2	Computer Storage
Total IT Space Requirements:	

IT Existing Space: (ERDC Building)

1	Work Room / Staging Area
2	Office
3	Office
4	Storage
5	Office
Total IT Existing Space:	

TRANSPORTATION PROGRAM:

on Provided by: Michael Vigil, 3 years, Coordinator of Transportation

Date: 2/29/2012

District Transportation Focus:

NMSD provides transportation for all students. There are Pre-K locations in Farmington, Albuquerque and Las Cruces. They go all over the State. On Friday they take the students home, on Sunday they pick up the students and bring to campus. Daily routes to Albuquerque, Espanola, Las Vegas & Santa Fe. Utilize Rail Runner daily for Albuquerque day students.

School owns 4 buses; 1 - 44 passenger, 1 - 66 passenger, 1 - 24 passenger, 1 - 16 passenger. 2 buses have HC access (lift). School owns 13 suburban's and 13 smaller vehicles that are used for staff training (step-hi and outreach). They go all over the State to service the deaf population. There are vehicles stationed in: Clovis, Farmington, Abq, Las Cruces.

How many students are transported weekly? Approximately 110 students.

How many students are transported daily? Schedules can vary. There is an average of 30 students that commute during the week.

Transportation Services Provided to:

Longest daily route is to Abq. All students ride the train in the morning and some are transported by van home in the evening. Three elementary students go home by van at 3:30pm. The MS & HS students go home on train. There is a van in Abq that picks up students at 4:45am to have students at train by 6:10am. This is for 2 students that NMSD picks up. All other students are brought to the train station at 6:10am by parents.

The school buses and vehicles are parked behind Larson Gym. Transportation offices are located in Health Center. There are 3 staff that need office. Currently they have 2 small offices in Health Center, but need 2 larger offices. Need wall space to hang bulletin boards for transportation needs. Would like a meeting place for drivers. There are 35 transportation employees and no place to meet. There is a table set up with booklets with all the routes. Drivers sign for keys, money and route information on Friday's and Sundays. They also sign for student medication. Drivers pick up student medication and deliver it to parents. There is a close connection to Health Center. Transportation and Health Center go hand in hand. The school provides full service

Transportation does not have a garage. All vehicle service is accomplished off site. This requires a lot of man hours. Need a garage to wash all vehicles to make certain they are disinfected for students. Mainly want to provide oil changes and wash and vacuum vehicles. A covered car port would increase the value of the vehicles when they are sold.

TRANSPORTATION PROGRAM:**General Transportation Information:**

Safety of getting on and off site. Daily students are dropped off by the cafeteria. There are no assigned drop-off / pick-up areas.

Transportation Office Space Requirements:

1 Director Office 250sf
1 Shared Office 250 sf
Storage: 50sf
Total Proposed Transportation Office Space: 550sf plus shared spaces

Transportation staff needs access to:

Shared meeting room: 250sf
Break Room: 150sf

Transportation Maintenance Space Requirements:

Wash Bay: 20x40
Maintenance Bay: 20x40
Storage: 250sf
Office: 150sf
Toilets: 1 at 60sf
Total Transportation Maintenance Space Requirements:

Transportation Existing Space:

Office:
Office:
Closet:
Total Transportation Existing Facilities: