

SPACE PROGRAMMING

EXAMPLE: k-5 ELEMENTARY

- right-sizing space
- net vs gross area
- balanced priorities

*Examples of staff /
user focus group
comments are
included in this font.*

NET USABLE AREA

CORE

1. Learning Neighborhoods

classrooms, learning support, staff support, storage, ...

EXPLORE

2. Specials & Activity Spaces

music, art, gym, media center, ...

SHARE

3. Learning Commons

lobby/commons, cafeteria, ...

OFFICE

4. Administration

main office, student support services, nurse, staff support, ...

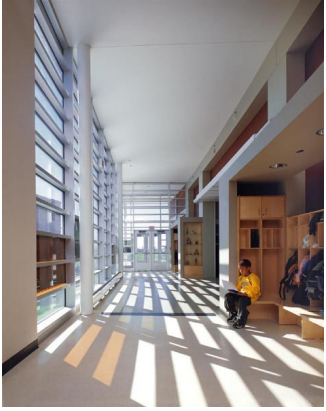
SUPPORT

5. Building Support

maintenance, custodial, storage, ...

categories of NET area

ADDITIONAL AREA NEEDED



- **Circulation**
access areas such as hallways, stairways, elevator, etc.

- **Construction**
area occupied by permanent walls, structure, etc.



- **Services**
spaces for mechanical, plumbing, electrical, data rooms, etc.

- **Vestibules**
air-lock areas at exterior doors



- **Other**
other square-footage that is necessary to support the building

gross square-footage

EXTERIOR SPACE NEEDS



- **Outdoor Program Areas**

play areas, sports fields, tracks, etc.

- **Outdoor Services**

parking, walkways, access drives, fire lanes, bus stacking, etc.

- **Outdoor Amenities**

site fencing, bicycle parking, shade structures, etc.

- **Landscaping**

trees and other plantings, outdoor learning gardens, etc.



areas not counted in SF totals

NET USABLE AREA

CORE

1.00 LEARNER COMMUNITIES

- 1.01 K-5 Learning Communities
- 1.02 Learning Support Spaces

each category includes additional detail

EXPLORE

2.00 LEARNER ACTIVITIES

- 2.01 Activity Programs
- 2.02 Discovery / Media Center
- 2.03 Health / Wellness

SHARE

3.00 LEARNER COMMONS

- 3.01 Lobby / Commons
- 3.02 Commons / Food Services
- 3.03 Performance

OFFICE

4.00 OFFICES & SUPPORT

- 4.01 Main Office
- 4.02 Teacher Support Areas
- 4.03 Student Services
- 4.04 Clinic/Health Office
- 4.05 Community Support

SUPPORT

5.00 BUILDING SUPPORT

- 5.01 Maintenance/Custodial
- 5.02 Utilities/Infrastructure
- 5.03 Group Restrooms

categories of NET area

1.00 LEARNER COMMUNITIES

- 1.01 K-5 Learning Communities
- 1.02 Learning Support Spaces

Net S.F.	Capacity
23,350	432
2,150	19
25,500	451

2.00 LEARNER ACTIVITIES

- 2.01 Activity Programs
- 2.02 Discovery / Media Center
- 2.03 Health / Wellness

Net S.F.	Capacity
2,500	0
3,500	0
3,900	0
9,900	0

3.00 LEARNER COMMONS

- 3.01 Commons / Cafeteria / MPR
- 3.02 Kitchen & Supports
- 3.03 Performance (Stage Only)

Net S.F.	Capacity
3,000	0
1,200	0
1,000	0
5,200	0

4.00 OFFICES & SUPPORT

- 4.01 Main Office
- 4.02 Teacher Support Areas
- 4.03 Student Services
- 4.04 Clinic/Health Office
- 4.05 Community Support

Net S.F.	Capacity
1,350	0
500	0
480	0
400	0
150	0
2,880	

5.00 BUILDING SUPPORT

- 5.01 Maintenance/Custodial
- 5.02 Utilities/Infrastructure
- 5.03 Group Restrooms

Net S.F.	Capacity
1,000	0
0	0
0	0
1,000	

CURRENT TOTALS:

Net Area: 44,480

Grossing Factor: 25%

Est. Gross Area: 11,120

Est. Total Area: 55,600

Target = 55,603 gsf

CONGRATULATIONS!
Our draft is within 3sf of the requirement.

Now, let's start designing!

example space program

1.0 LEARNER COMMUNITIES

1.01 K-5 Learning Communities

	Qty.	Net S.F.	Total Net S.F.	# T.S.	# Stud.	Capacity
.01 Learning Studios (K)	3	1,100	3,300	3	24	72
.01 Learning Studios (1-5)	15	900	13,500	15	24	360
.02 Flex Learning Studio	1	900	900	-	-	-
.03 Resource / Intervention	3	300	900	-	-	-
.04 Small Group Rooms	3	100	300	-	-	-
.05 Kinder Restrooms	3	50	150	-	-	-
.06 1-5 Student Restrooms (grouped)	4	250	1,000	-	-	-
.07 Activity Commons	3	700	2,100	-	-	-
.08 Storage	3	100	300	-	-	-
.09 Teacher / Staff Area	3	200	600	-	-	-
.10 Staff Restrooms	6	50	300	-	-	-
.11 Outdoor Learning Area						
.12						
			23,350	18		432

NOTES

K w/ in-room restrooms
 group in pods of at least 2 grade levels, Grade 1 in-room restrooms optional

1 per pod/neighborhood
 1 per pod/neighborhood
 direct access from Kinder Studios, include changing table
 verify code req. for qty/size
 sinks, food prep, connection to outside if possible
 1 per pod/neighborhood (1 dedicated for Kinder)
 1 per pod/neighborhood
 2 per pod/neighborhood
 easy access from pods

1.02 Learning Support Spaces

	Qty.	Net S.F.	Total Net S.F.	# T.S.	# Stud.	Capacity
.01 Self-Contained Learning Studio	1	600	600	1	10	10
.02 Self-Contained - Intensive Needs	1	900	900	1	9	9
.03 Restroom/Changing	1	150	150	-	-	-
.04 LSS Small Group/Conf.	1	100	100	-	-	-
.05 Storage/Work Room	1	100	100	-	-	-
.06 OT/PT, Sensory Room	1	200	200	-	-	-
.07 Kitchenette	1	100	100	-	-	-
.08 Specialist Offices (See 4.03)			-			
			2,150	2		19

NOTES

At Franklin, one may be larger than other, at Sunset, both SpEd rooms may be same size (Franklin - medically fragile)
 need lift, include laundry in changing room (no need for shower if one is located with nurse)
 adjacent (between) self-contained rooms
 adjacent (between) self-contained rooms
 access for all students, need 2 rooms if building will have 2 floors
 adjacent (between) self-contained rooms
 Included in Main Office Category

Subtotals for LEARNER COMMUNITIES	(square feet)	# T.S.	Capacity
NET AREA TOTALS	25,500	20	451

2.0 LEARNER ACTIVITIES

2.01 Activity Programs

	Qty.	Net S.F.	Total Net S.F.	Capacity
.01 Art/Innovation Lab	1	1,050	1,050	-
.02 Storage Room	1	200	200	-
.03 Music / Movement Lab	1	1,050	1,050	-
.04 Storage Room	1	200	200	-
.05			-	-
			2,500	0

NOTES

Art, STEM, Etc.
adjacent to performance platform

2.02 Discovery / Media Center

	Qty.	Net S.F.	Total Net S.F.	Capacity
.01 Discovery / Media Center	1	2,000	2,000	-
.02 Project / Flex Studio	1	1,000	1,000	-
.03 Office / Workroom	1	150	150	-
.04 Library Storage / Flex Studio Storage	2	100	200	-
.05 Book Room / Teacher Resources	1	150	150	-
			3,500	0

NOTES

also for staff meetings
open to LMC to expand space (incl. storage)
may be combined into one shared space
also for summer storage of technology

2.03 Health / Wellness

	Qty.	Net S.F.	Total Net S.F.	Capacity
.01 Gymnasium	1	3,400	3,400	-
.02 Office	1	100	100	-
.03 PE / Gym Storage	1	200	200	-
.04 Outdoor Equip. Storage	1	200	200	-
.05 Gym Restrooms	2	150	gross area	-
			3,900	

NOTES

(current is 3K at Sunset. 2,400 at Franklin) include climbing wall
visibility into gym
flexible shelving, direct access to Gym
locate with easy access to outdoor play areas
(verify count per codes)

2.04 Outdoor Learning & Play

	Qty.	Net S.F.	Total Net S.F.	Capacity
.01 Outdoor Learning Areas	2	TBD		-
.02 Hardcourt Areas w/Fixed Equipment	2	TBD		-
.03 Open Field / Play Areas	2	TBD		-
.04 Play Apparatus Areas	2	TBD		-
.05			-	-
			0	0

NOTES

These areas to be determined through site planning

Subtotals for	LEARNER ACTIVITIES	(square feet)	Capacity
	NET AREA TOTALS	9,900	0

3.0 LEARNER COMMONS

3.01 Commons / Cafeteria / MPR	Qty.	Net S.F.	Total Net S.F.
.01 Cafeteria Commons / MPR	1	2,600	2,600
.02 Table/Chair Storage	1	300	300
.03 General Special Programs Storage	1	100	100
.04 MPR Restrooms			gross area
.05			
			3,000

NOTES
current = 2,400sf, needs higher ceiling, consider acoustics

3.02 Kitchen & Supports	Qty.	Net S.F.	Total Net S.F.
.01 Food Services Kitchen	1	1,050	1,050
.02 Cafeteria Office	1	75	75
.03 Kitchen Staff Lockers/Restroom	1	75	75
.04			
.05			
			1,200

NOTES
(current 1,000sf) serving/warming only. inclusive of storage, prep, clean-up, etc

3.03 Performance (Stage Only)	Qty.	Net S.F.	Total Net S.F.
.01 Stage/Platform (extension of Music Space)	1	800	800
.02 Platform Storage	1	200	200
.03			-
			1,000

NOTES
open to Gym so there's space for entire school to gather. expand SF by opening to music room

Subtotals for LEARNER COMMONS	(square feet)
NET AREA TOTALS	5,200

4.0 OFFICES & SUPPORT

4.01 Main Office			Qty.	Net S.F.	Total Net S.F.	NOTES
.01 Security Vestibule			1		gross area	air-lock & security functions
.02 Welcome Center/Waiting Area			1	150	150	transaction window, space for waiting, paperwork, etc. before being buzzed into school
.03 Receptionst / "Front Desk"			1	200	200	visibility to building entry
.04 Principal's Office			1	150	150	also support small meetings, visibility to front door/vestibule
.05 Asst Princ Office			1	120	120	
.06 Conference Room			1	250	250	access from main office and from commons. Optional: dividable
.07 Student Waiting Alcove			1	25	25	supervisable from receptionist
.08 Records/files Storage (Vault)			1	100	100	
.09 Workroom / Mailroom			1	200	200	nearby but not attached to front office
.10 Kitchenette / Coffee			1	25	25	countertop with sink, refridge, storage cabinets
.11 Staff Restrooms			2	50	100	locate to share with teacher's lounge
.12 Front Office Deliveries Alcove			1	10	10	
.13 Staff Coat Closet			1	20	20	
					1,350	
4.02 Teacher Support Areas			Qty.	Net S.F.	Total Net S.F.	NOTES
.01 Staff Lounge			1	450	450	with kitchenette
.02 Nursing / Mother's Room			1	50	50	
.03 Staff Restrooms					-	share with main office
					500	
4.03 Student Services			Qty.	Net S.F.	Total Net S.F.	NOTES
.01 Counselor / Student Services Office			1	120	120	
.02 Small Conference/Testing			1	120	120	
.03 Specialists Offices			2	120	240	Not full-time: Speech, Psych/Soc, OT/PT, etc.
					480	
4.04 Clinic/Health Office			Qty.	Net S.F.	Total Net S.F.	NOTES
.01 Wellness Room / Office			1	120	120	privacy for phone calls and conversations
.02 Exam/Treatment/Cot Room			1	150	150	sink (H+C water), refrigerator & ice machine, 2 cots min (divider curtains)
.03 Restroom / Changing / Shower			1	80	80	
.04 Secured Storage Closet			1	50	50	ALL meds to be double-locked
					400	
4.05 Community Support			Qty.	Net S.F.	Total Net S.F.	NOTES
.01 PTSO/Parent Area			1	100	100	small meeting space near entry/welcome center, open to welcome/paperwork area
.02 PTSO Storage Closet			1	50	50	
.03 After School Storage Room					-	small space within gym storage
					150	
Subtotals for OFFICES & SUPPORT					(square feet)	
NET AREA TOTALS					2,880	

5.0 BUILDING SUPPORT

5.01 Maintenance/Custodial

	Qty.	Net S.F.	Total Net S.F.
.01 Facility Manager Office	1	150	150
.02 Workroom / Breakroom	1	150	150
.03 Storage	1	200	200
.04 Custodial Closets & Supplies	3	50	150
.05 Outdoor Maintenance Equip Stor.	1	200	200
.06 Receiving Area	1	150	150
.07 Recycling Center			-
.08 Dumpster Yard			-

1,000

NOTES

located throughout facilities (estimate)

outside?

outside?

5.02 Utilities/Infrastructure

	Qty.	Net S.F.	Total Net S.F.
.01 MDF Room	1	150	gsf
.02 IDF Rooms	3	40	gsf
.03 Mechanical Room	1	600	gsf
.04 Main Electrical Room	1	200	gsf
.05 Electrical Closets	3	50	gsf

0

NOTES

Student visual access / learning opportunity

Covered outside with security gate and visual screen?

outdoor access

5.03 Group Restrooms

	Qty.	Net S.F.	Total Net S.F.
.01	TBD		gsf
.02	TBD		gsf
.03	TBD		gsf

0

NOTES

TBD per building layout/design

TBD per building layout/design

TBD per building layout/design

Subtotals for **BUILDING SUPPORT**

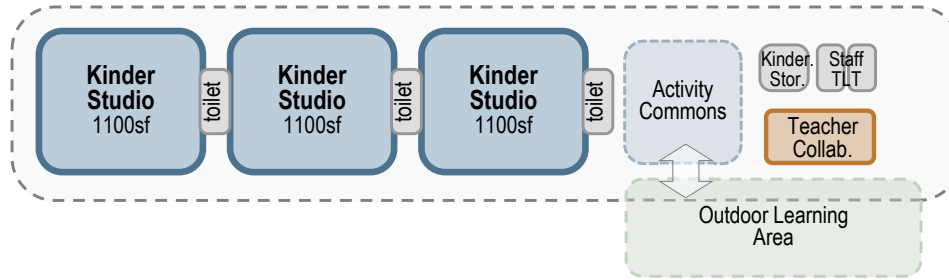
(square feet)

NET AREA TOTALS

1,000

example space program

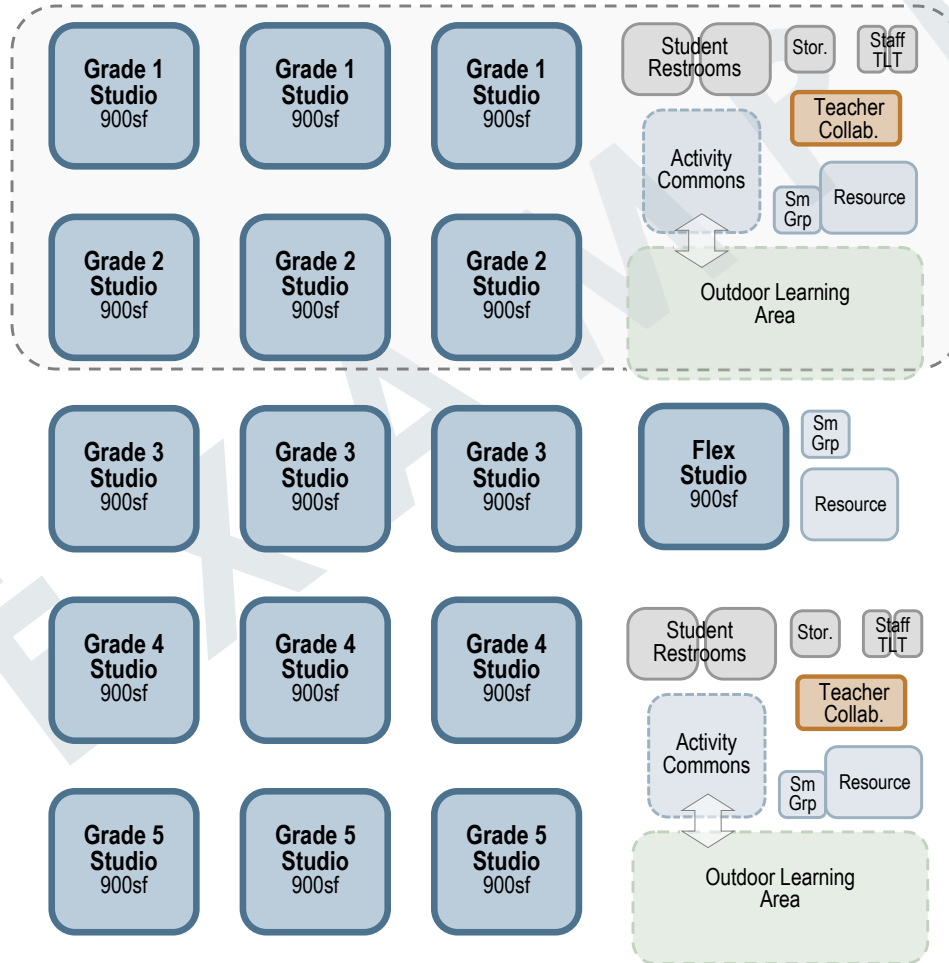
KINDER SPACES



Potential Pod Strategies:

Kindergarten is unique enough to justify a stand-alone Kinder Pod.

GRADE 1-5 SPACES



Grades 1 & 2 pair well because of curriculum, collaboration, teaming, etc.

Options for Grouping Grade 3:

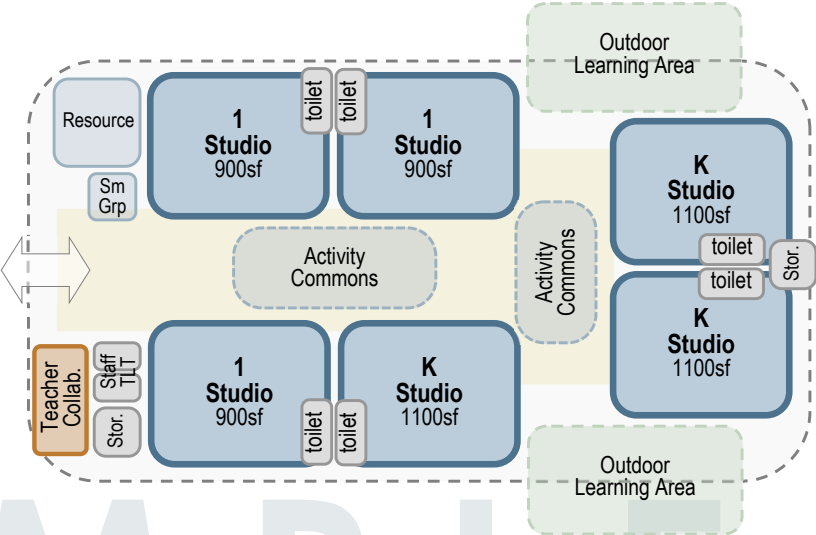
- with grades 1 & 2
- with grade 4
- with grades 4 & 5

Grade 4 may be paired with Grade 3 or Grades 3 and 5.

Grade 5 may be paired with Grade 4, or it may be stand-alone, but the preference is for pods to have at least 2 grades.

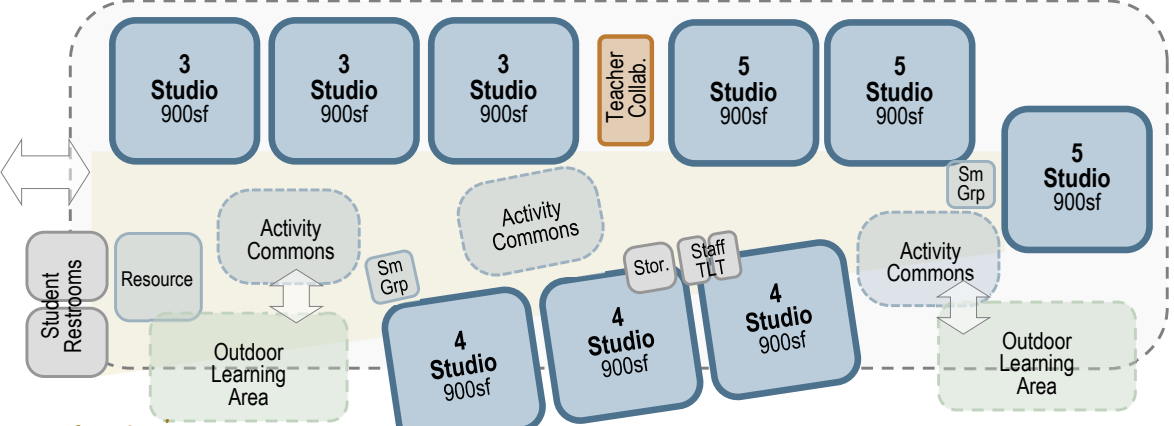
example: Graphic Program

EXAMPLE POD LAYOUT – 2 grade levels



Comment:
The Activity Commons must be large enough to be useful. Design strategies should prioritize larger activity commons solutions.

EXAMPLE POD LAYOUT – 3 grade levels



Comment:
The shape of the commons area in this example is more interesting than having straight, simple hallways. There seem to be good opportunities to use these space for collaboration activities.

Comment:
The Activity Commons should connect to outdoor learning areas if possible.

Inspiration ES



Douglass ES

EXAMPLE

Pod Layout Examples

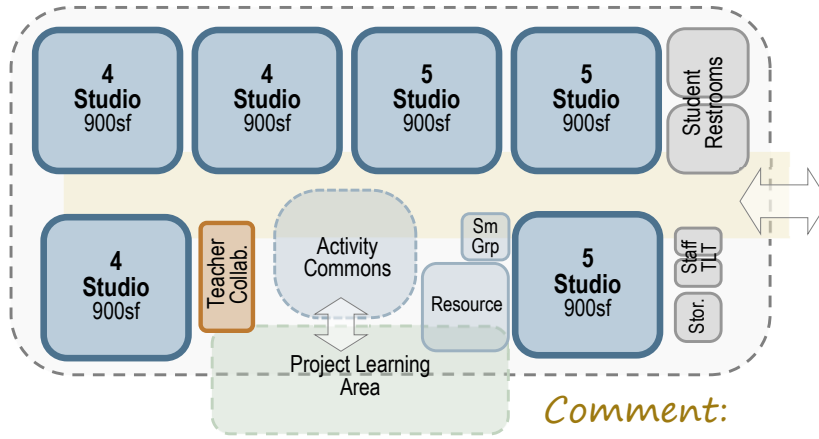
First Floor Plan

- 1 DINING AND PERFORMANCE COMMONS
- 2 CAFE
- 3 LEARNING COMMONS
- 4 MUSIC SUITE
- 5 4th/5th GRADE LIVING ROOM
- 6 MAKER SPACE
- 7 ART STUDIO
- 8 ART PATIO
- 9 LEGACY CLASSROOM
- 10 DISTRICT OFFICE AND ADMINISTRATIVE SUITE



Sunset Ridge ES

EXAMPLE POD LAYOUT – 2 grade levels



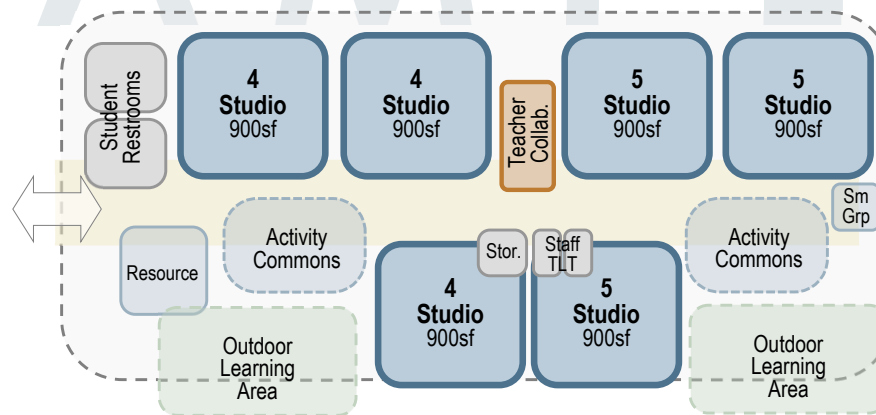
Comment:

The Activity Commons should connect to outdoor learning areas if possible.



Douglass ES

EXAMPLE POD LAYOUT – 2 grade levels



Comment:

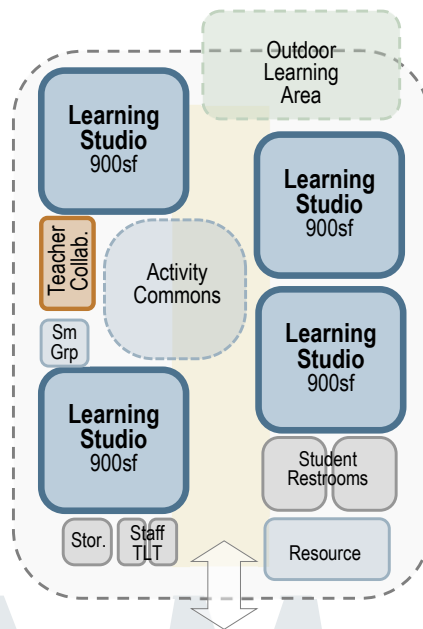
This example may require more space, since the activity commons is divided.

Pod Layout Examples

EXAMPLE POD LAYOUT – 1 grade level (4-round school)



Ames ES



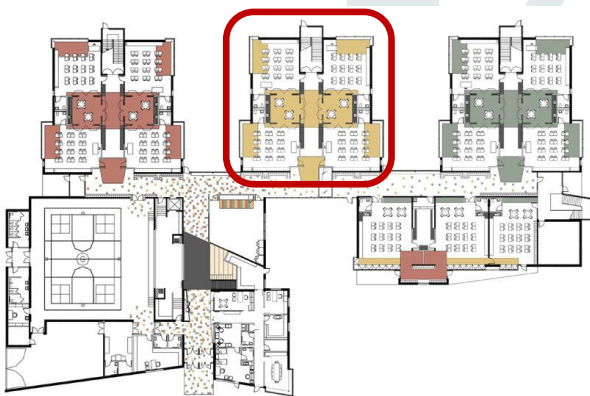
Comments:

This example shows a 4-section pod (ours is 3-section), but it could be modified.

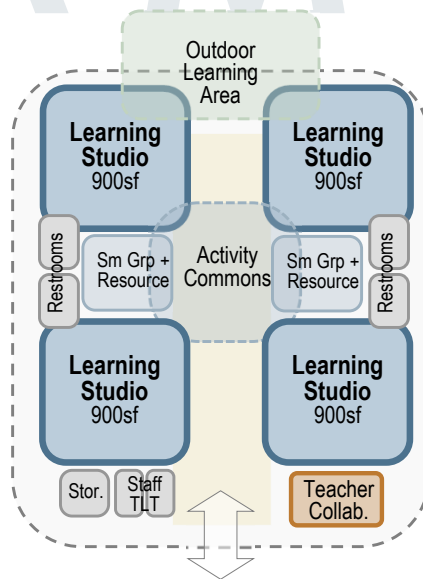
The group preferred pods with at least 2 grade levels (6 classroom) to allow for both efficiency and collaboration.

More direct access between the Activity Commons and Outdoor Learning Area is desired.

EXAMPLE POD LAYOUT – 1 grade level (4-round school)



Greenman ES



Comments:

This example shows a 4-section pod (ours is 3-section), but it could be modified.

Easy/direct access to small group/resource areas from the classrooms is good, but there is a fear of noise from the activity commons disrupting classroom activities.

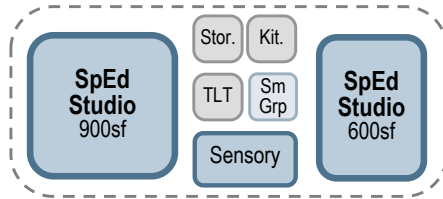
More direct access between the Activity Commons and Outdoor Learning Area is desired.

Pod Layout Examples

Comment:

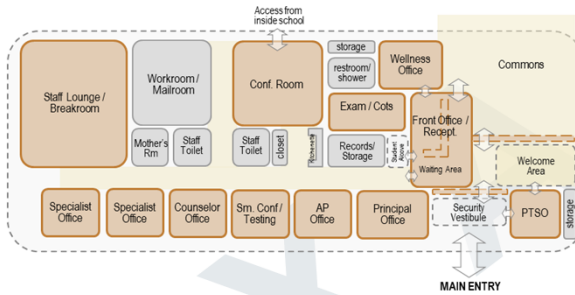
SpEd Studios may be of equal size at Sunset Park, but one larger SpEd room is required at Franklin.

SPED SPACES



Note: Offices for Specialists are shown with the Main Office diagram

MAIN OFFICE SPACES

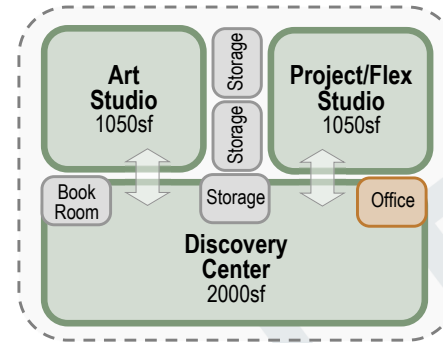


Note: A larger version of this diagram is included on the following page)

Comment:

A thorough review of the main entry sequence is required before finalizing this diagram.

SPECIALS SPACES



Comment:

The Project/Flex Studio may be used differently at the 2 schools, and its use may evolve over time. Openness to the LMC/Discovery Center will help ensure it isn't used for junk storage in the future.

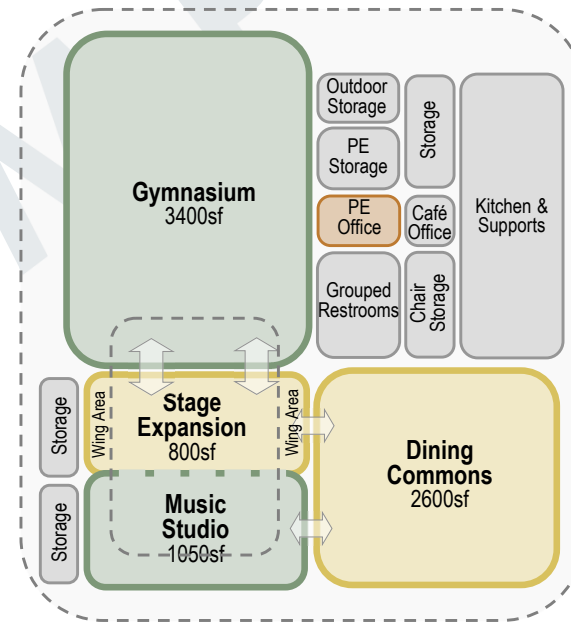
Comments:

Better to use the gym (vs cafeteria) for "audience" seating because of its size/capacity.

The smaller stage can be used on its own most of the time, but able to expand into the music room for those performances requiring more stage area.

A larger gym is better, so the design effort should look for ways to increase the gym size within the allotted GSF.

The proportions of space bubbles in the diagram may be off, since several adjustments were made "on the fly" during the meeting.



DINING COMMONS & KITCHEN

(continued)

example: Graphic Program

Comments:

A thorough review of the main entry sequence is required before finalizing this diagram.

The PTSP space should be designed as a small meeting room, able to open into the welcome area for additional space/larger groups.

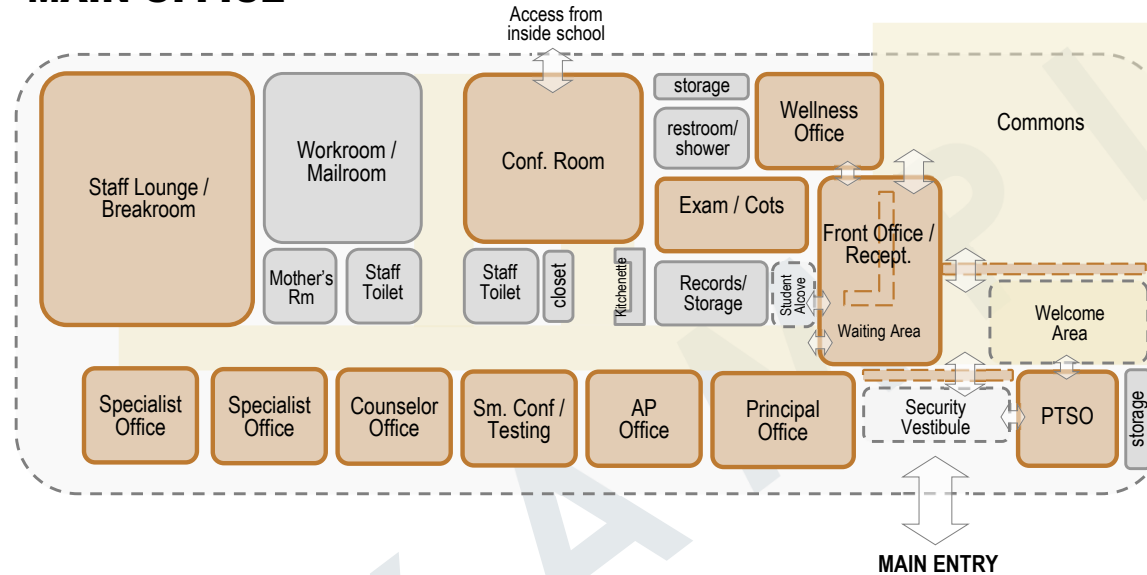
The PTSP storage should be accessed from within the PTSP space.

The Welcome area is included as an addition to the "Front Office" waiting area. It is conceived as space for parents/family members and others to gather, chat, fill out paperwork, etc. without having access to the rest of the building. The space may include seating.

A student alcove was added as a more private place for kids (or others) to wait to see an administrator.

The Main office includes a small kitchenette, with sink, to serve office staff and administrators. Teachers and other staff will use the Lounge/Breakroom.

MAIN OFFICE



Note: These spaces are shown at a larger scale for clarity and readability.

(continued)

example: Graphic Program