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**SUNAPEE SCHOOL DISTRICT
SUNAPEE CENTRAL ELEMENTARY SCHOOL
22 School Street
Sunapee, New Hampshire
PROJECT # 16460**

NOVEMBER 14, 2017

EDUCATIONAL ASSESSMENT



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TABLE OF CONTENTS

- 1 Introduction
- 2 Executive Summary
- 3 Present Space Use
- 4 Present Program vs. Educational Guidelines
- 5 Present School Capacity
- 6 Attachment
 - Deficiency Basement Floor Plan
 - Deficiency First Floor Plan
 - Deficiency Second Floor Plan
 - Existing Basement Floor Plan
 - Existing First Floor Plan
 - Existing Second Floor Plan

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SUNAPEE SCHOOL DISTRICT - SUNAPEE CENTRAL ELEMENTARY SCHOOL EDUCATIONAL ASSESSMENT

INTRODUCTION

The Sunapee School District has retained Harriman to review the adequacy of the Sunapee Central Elementary School's facilities to support its educational programming. The study evaluated qualitative and quantitative aspects of the spaces including size, location, configuration, and room amenities. This information is intended to assist the district in planning possible renovations to address building deficiencies and areas that might require reconfigurations or additions.

This analysis compared existing space use with the Department of Education rules and standards. Harriman interviewed school staff on July 28, 2017 and received valuable insights of current and future educational needs. A facility analysis has been conducted under separate cover to determine the condition of the existing facility constraints.

The process of planning for an educational facility can be complex and time consuming. Options can vary greatly; from renovations, additions, new facilities or even year round schooling. It is important to gather as much information about the existing facility as is available. School Districts do not get many opportunities to review facilities in this detail.

This report is a tool to assist the School District in planning decisions. It should be noted that this study examines a point in time in which the data is gathered. Changes in the use of these spaces, or changes in the school program can alter the findings of this report. A thorough review of the educational program should accompany further design studies. This report contains the following sections:

- Present Space Use
- Present Program vs. Educational Guidelines
- Present School Capacity

The following is displayed in chart form for ease of comparing different areas.

Each section will explain the various processes used in the study, define the terms used, and offer additional comments and analysis of the data. A complimentary Facilities Analysis examining the condition of the building and its systems was conducted by Harriman under separate contracts. The facility analysis is to be released in November 2017.



SUNAPEE SCHOOL DISTRICT - SUNAPEE CENTRAL ELEMENTARY SCHOOL EDUCATIONAL ASSESSMENT

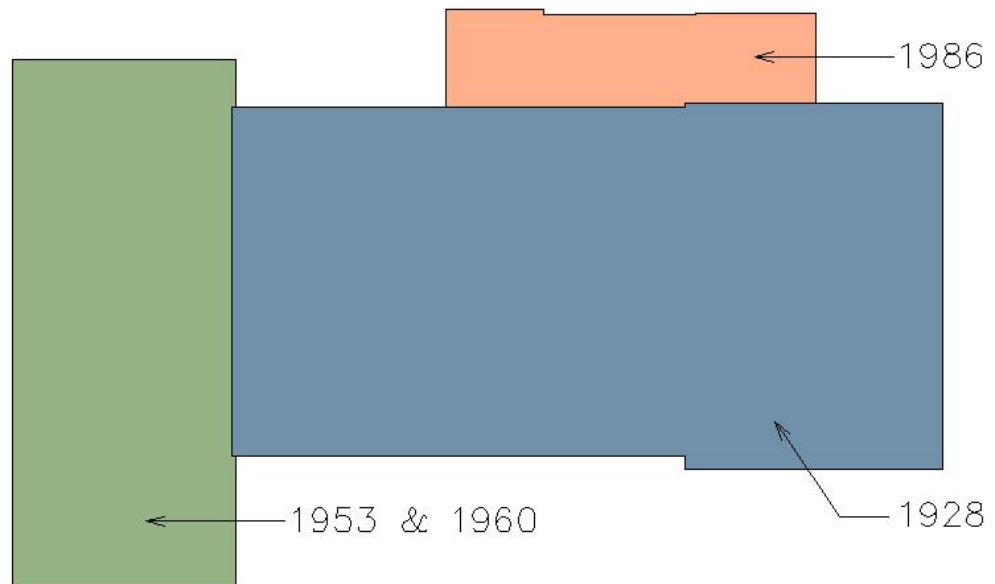
Square Footage Summary

YEAR BUILT	BASEMENT FLOOR	FIRST FLOOR	SECOND FLOOR	TOTALS
Original 1928	6,900	6,900	4,390	18,190
1953	3,250	3,250	0	6,500
1960	0	0	3,250	3,250
1986	250	750	250	1,250
Totals	10,400	10,900	7,890	29,190

Dates noted in the report may vary a few years due to dates of drawings and year of construction completion.

Note: Site size is 7.1 acres

YEAR BUILT DIAGRAM





SUNAPEE SCHOOL DISTRICT - SUNAPEE CENTRAL ELEMENTARY SCHOOL EDUCATIONAL ASSESSMENT

EXECUTIVE SUMMARY

GENERAL

Name: Sunapee Central Elementary School
Location: 22 School Street
Sunapee, New Hampshire
Grades: Preschool/Kindergarten – 5th grade

Approximate Size: 29,190 square feet on 7.1 acre site
Year Built: 1928
Additions: 1953, 1960 and 1986

The following are educational assessments based on the present use of the school as of the date of this report. The space use, as with most schools, is often changing and adapting to shifts in educational programs, staffing and the number of students in the facility.

Despite a large expansion of the school in 1953 and 1960, the Sunapee Central Elementary School is delivering programs using every square foot of the facility including several spaces designed originally for other non-programmed use including student teaching spaces in corridors, under stairs and vestibules. A complimentary Facilities Analysis examining the condition of the building and its systems was conducted by Harriman under a separate contract. The facility analysis is to be released in November 2017.

Refer to Educational Deficiency Floor Plans attached at the end of this report

GENERAL CLASSROOMS OVERVIEW

The current enrollment of 164 pupils is under the calculated capacity (95% utilization) of 261 pupils using The NH Department of Education (DOE) rules and School Board policy. While pupil stations in general classrooms are under capacity, there is significant overcrowding of the school in several other areas, discussed in further detail, in this report. Of the 13 general classrooms, 12 do not meet or are slightly under the DOE's square foot minimum requirements. Many classrooms seem overcrowded due to the lack of storage. Many of the adjoining toilets are shared and partially used for storage closets.

SPECIALIZED CLASSROOMS OVERVIEW

Presently Maker Space #232 is located on the Stage and has only 240 square feet of space. This space is extremely small, lacks storage and conflicts with other uses. The space is accessible by stairs and does not meet accessible ADA requirements.

Science is instructed in general classrooms. Classroom #301 has some furnishings to accommodate science instruction.



SUNAPEE SCHOOL DISTRICT - SUNAPEE CENTRAL ELEMENTARY SCHOOL EDUCATIONAL ASSESSMENT

Many of the other specialized classrooms are located in other buildings. Art and Music instructions are located in a Modular Classroom which is meant as a temporary measure. These spaces are very small, restricting flexible room arrangement with minimal storage space, and remote to the main school facility. Physical Education is conducted at David W Sherburne Gym which has more than adequate square footage and is well suited for the Physical Education program.

SPECIAL SERVICES CLASSROOMS OVERVIEW

Special Education (Spec. Ed.) spaces are typically very small and lack storage. Title 1/ Reading Specialist #120 a shared space and should be 30 % larger with dedicated storage space. Psychologist/ Floating Office #221 is 155 square feet and should be two separate spaces.

The lack of Special Education facilities is evident by use of corridor spaces, under stairs, and elevator corridor, with chairs and desks in these areas being used for instruction. It appears that a lack of space has crowded programs together and a need for new space should be explored. Teaching spaces in corridors, vestibules and under stairs are code violations.

CORE AREAS OVERVIEW

Media Center #225 is presently accommodating multi uses. The Media Center has been altered over the years to accommodate a variety of non-library uses such as; Computer Lab, group learning area, etc. Efforts should be pursued to reclaim these spaces as part of the Media Center.

Cafeteria #103 is 1,220 square feet, however approximately 25% of the space is used for circulation to access two stairs, Occupational Therapy #104, Office 104A and storage spaces. G21 and its adjoining spaces equal 2,600 square feet. Presently 3 lunches are being served daily and it becomes very crowded. The kitchen is very small and circulation around kitchen equipment is very crowded. The kitchen is serving food that is prepared off site and delivered through a window. Food storage space is innate.

EDUCATIONAL SUPPORT AREAS OVERVIEW

The Administration area on the first floor appears to be reasonably functional despite its size. It consists of 5 spaces totaling 835 square feet whereby Department of Education recommends a minimum of 1,200 square feet.

Presently Conference Room #220 is the only conference room in the school; this poses a lack of meeting space throughout the school. A large conference room for gatherings of 12 to 18 people would be recommended along with a smaller conference room primarily used for Special Education for 6 to 8 people.

The Nurse's area #204 lacks a proper waiting area and pupil isolation area. The toilet room does not meet ADA requirements. Existing Nurse's Area totals 260 square feet whereby Department of Education recommends a minimum of 625 square feet.



SUNAPEE SCHOOL DISTRICT - SUNAPEE CENTRAL ELEMENTARY SCHOOL EDUCATIONAL ASSESSMENT

There is a growing concern with school security. The present administration area is remotely located a story above the front entrance. A buzzer and camera is used to allow guests and parents into the building. It is very difficult to properly screen visitors entering the school facilities.

Storage areas are a premium. This is evident in several areas of the building including the use of corridors, Elevator Vestibule #213 for a printer and work table, administration area and reducing the size of Storage #303 for an accessible Toilet #307. Storage in corridors and vestibule are code violations.

FACILITIES SUPPORT AREAS OVERVIEW

Many of the toilet facilities do not meet ADA clearance, reach and fixture requirements. These issues are covered in greater detail in the Facility Analysis. Designated Staff Toilets are only on the first floor. Storage areas are at a premium.

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SUNAPEE SCHOOL DISTRICT - SUNAPEE CENTRAL ELEMENTARY SCHOOL EDUCATIONAL ASSESSMENT

PRESENT SPACE USE

The Present Space Use is a look at the spaces in the school relative to the types of programs being offered. It covers all space used for instructional purposes as well as educational and facility support areas. This study is divided into six types of space. Each type of space serves a particular purpose that will later be used in other studies in this report. All of these spaces have been recorded on floor plans from existing drawings, field observations and input from school district administrators and staff and are included as part of this report. These floor plans are not as-built plans and are for planning purposes only.

A. BASE DATA

All spaces in the facility are identified for instructional purposes, core areas and support of instructional programs. Also included are spaces for storage, janitorial, maintenance, mechanical and electrical systems.

1. **ROOM #** - The room number used by Harriman to identify the space on the floor plans.
2. **ROOM NAME** - The current use assigned to that space for the school year 2017. It is the primary use of the space and many times a space will have different uses during the school year.
3. **AREA** - The size of the space in square feet. This figure was taken from existing drawings. It is not critical that the exact square footage be taken.
4. **PROGRAM** - The type of space that identifies the program use.
 - For instructional use such as grade classrooms, pre-school, kindergarten, art, music, physical education, etc.:
GC = General Classrooms
SC = Specialized Classrooms
 - For Special Education use such as special needs, OT/PT, speech, behavior, etc.:
SSC = Special Services Classrooms
 - For core areas such as library, cafeteria, gymnasium, etc.:
CA = Core Areas
 - For educational support use such as principal office, nurse's area, guidance, teachers work room etc.:
ESA = Educational Support Areas
 - For facilities support use such as bathrooms, storage, boiler room, data closets, electrical room, janitor's closet, stairs, elevator etc.:
FSA = Facilities Support Areas

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SUNAPEE CENTRAL ELEMENTARY SCHOOL

PRESENT SPACE USE

HARRIMAN - ARCHITECTS + ENGINEERS - PORTSMOUTH, NH

GC = GENERAL CLASSROOMS

SC = SPECIALIZED CLASSROOMS

SSC = SPECIAL SERVICES CLASSROOMS

CA = CORE AREAS

ESA = EDUCATIONAL SUPPORT AREAS

FSA = FACILITIES SUPPPORT AREAS

ROOM #	ROOM NAME	AREA SQ. FT.	PROGRAM
BASEMENT			
101	STORAGE TO 102	90	CA
102	KITCHEN (1106)	355	CA
103	CAFETERIA (1105)	1220	CA
104	OCCUPATIONAL THERAPY (1104)	510	SSC
104A	OFFICE TO 104	135	SSC
105	STORAGE TO 104	35	SSC
106	STORAGE/ SM LUNCH GROUP	105	ESA
107	PRE-SCHOOL (1103)	920	GC
108	GIRL'S TOIL	150	FSA
109	CORRIDOR		FSA
110	BOY'S TOIL	205	FSA
111	CUSTODIAL CLOSET	30	FSA
112	ELECTRICAL	145	FSA
113	FAC & SCHOOL STORAGE	130	FSA
114	CORRIDOR		FSA
115	ELEVATOR MACHINE RM	35	FSA
116	FAC STORAGE	80	FSA
117	MECHANICAL RM	485	FSA
118	SCHOOL STORAGE	110	ESA
119	ELEVATOR CORRIDOR		FSA
120	TITLE I/ READ'G SPECIALIST (1102)	645	SSC
121	CONDENSER PUMP	10	FSA
122	WATER & SPRINKLER	20	FSA
123	CLASSROOM 2ND GRADE (1101)	815	GC
124	TOILET TO 123	25	GC
125	TOILET TO 127	25	GC
126	QUIET RM TO 123 &127	140	SSC
127	CLASSROOM 2ND GRADE (1100)	815	GC

FIRST FLOOR

200	CLASSROOM KINDERGARTEN (1204)	905	GC
201	CUSTODIAL CLOSET	20	FSA
202	TOILET TO 204	30	ESA
203	TOILET TO 200	20	GC
204	NURSE RM	215	ESA
205	STORAGE TO 204	15	ESA
206	TOILET TO 207	20	GC
207	CLASSROOM KINDERGARTEN (1205)	885	GC
208	CORRIDOR		FSA
209	CLASSROOM 1ST GRADE (1206)	700	GC
210	TOILET TO 209	30	GC

211	TOILET TO 212	25	ESA
212	STUDENT SUPPORT CTR (1207)	130	ESA
213	ELEV. VEST.		FSA
215	CORRIDOR		FSA
216	CORRIDOR		FSA
217	CLASSROOM 1ST GRADE (1203)	675	GC
218	TOILET TO 217	25	GC
219	SERVER	15	FSA
220	CONF RM	270	ESA
221	PSYCHOLOGIST/ FLOATING OFFICE	155	ESA
222	PRINCIPAL	165	ESA
223	RECEPTIONIST/ ADMIN (1200)	190	ESA
224	ADMIN STORAGE	55	ESA
225	MEDIA CENTER (1209)	1930	CA
226	SMALL GROUP/ SPED INST (1210)	75	SSC
227	MEN'S TOIL	30	FSA
228	TEACHER'S RM (1208)	330	ESA
229	WOMEN'S TOIL	30	FSA
230	LOBBY (1211)		FSA
231	STORAGE TO 225	60	CA
232	STAGE/ MAKER SPACE	240	SC
233	COMP FILE/ SERVER	80	ESA

SECOND FLOOR

300	CORRIDOR		FSA
301	CLASSROOM 5TH GRADE (1303)	1085	GC
302	STORAGE TO 301	60	GC
303	STORAGE	145	ESA
304	GIRL'S TOIL	130	FSA
305	BOY'S TOILET	140	FSA
306	CLASSROOM 5TH GRADE (1304)	810	GC
307	TOILET	60	ESA
308	CLASSROOM 3RD GRADE (1305)	665	GC
309	STORAGE TO 308	85	GC
310	CORRIDOR		FSA
311	CLASSROOM 3RD GRADE (1302)	655	GC
312	SPED (1301)	215	SSC
313	CLASSROOM 4TH GRADE (1300)	680	GC
314	CLASSROOM 4TH GRADE (1306)	755	GC
315	SPRINKLER RM	50	FSA
316	CORRIDOR		



SUNAPEE SCHOOL DISTRICT - SUNAPEE CENTRAL ELEMENTARY SCHOOL EDUCATIONAL ASSESSMENT

PRESENT PROGRAM VS. EDUCATIONAL GUIDELINE

This study has sorted the spaces into six types of space. These types of spaces have specific functions that can be compared to New Hampshire Department of Education (DOE) rules and recommendations. Under EDUCATIONAL GUIDELINES there are minimum square foot and total pupil allocations. This data comes from a number of sources. The primary source is from the New Hampshire Code of Administrative Rules Ed 321 and Manual for Planning and Construction Building 2006 by the NH Department of Education. Other sources may come from old standards and/or from publications by Association for Learning Environments formally The Council of Educational Facilities Planners.

In 2008, lawmakers chose to impose a moratorium on school building aid funding. Lawmakers have continually discussed reinstating the program. Most recently, a legislative hearing occurred on February 7, 2017 regarding SB 192, a bill to restore school building aid. The bill lifts the moratorium on school building aid in the 2019 biennium. The bill was formally introduced on February 23, 2017 but did not progress further. It is important to understand if school building aid funding is ever passed that both the New Hampshire Code of Administrative Rules Ed 321 and School District program needs must be met in order to apply for state building aid when and if it resumes.

Computer, voice and video technologies are now in our schools and are a major teaching resource. Creation of Makerspaces, STEM and STEAM labs are becoming more common-even at the elementary level. Access to the internet, wireless computer access, interactive projectors using standard white boards, hearing enhancements integrated into classroom sound systems, document cameras and future technologies will require students and staff to engage in a more flexible learning environment.

The minimum site size approvable for building aid for new construction, including additions to existing buildings:

ELEMENTARY SCHOOLS:

- * Minimum site size of five (5) acres minimum of contiguous buildable land.
- * Maximum site size twenty (20) acres maximum plus one additional acre for each 100 pupils or fraction thereof for the design capacity of the school building.
- * In all cases, if the design capacity of the core space is greater than the design capacity of the educational space, the site size shall reflect the higher number.

Present total enrollment – 164 pupils

<u>Minimum base acres required</u>	5.00
Present acreage	<u>(7.10)</u>

NOTE: The required acres must be contiguous buildable land.

Due to the site topography, approximately 50% of the site is buildable.

<u>Maximum acres allowed</u>	20.00
164 pupils x 1 acre per 100 pupils =	<u>2.00</u>
Maximum acres allowed	22.00

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SUNAPEE CENTRAL ELEMENTARY SCHOOL
PRESENT PROGRAM vs. EDUCATIONAL GUIDELINES
 HARRIMAN - ARCHITECTS + ENGINEERS - PORTSMOUTH, NH

GC = GENERAL CLASSROOMS
 SC = SPECIALIZED CLASSROOMS
 SSC = SPECIAL SERVICES CLASSROOMS

CA = CORE AREAS
 ESA = EDUCATIONAL SUPPORT AREAS
 FSA = FACILITY SUPPORT AREAS

* Indicates min. requirements as specified in NH Code of Administrative Rules Ed 321. Others are recommended minimums from the Manual for Planning and Construction of School Building 2006 by the NH Department of Education.

ROOM #	ROOM NAME	EXIST'G SQ. FT.	PROGRAM	EDUCATIONAL GUIDELINES
107	PRE-SCHOOL (1103)	920	GC	<p>General Classrooms</p> <p>Department of Education (DOE) standard for Grades K through 8.</p> <p>a) * Kindergarten classroom min. of 1,000 sq. ft. including storage, or 50 sq.ft per pupil, whichever is greater. Recommended limit of 20 pupils per group.</p> <p>b) * Grades 1 - 5 classroom min. 900 sq. ft., including storage, or 36 sq. ft. per pupil, whichever is greater.</p> <p>c) Kind. - grade 2, 25 students or fewer per teacher, provided that each school shall strive to achieve the class size of 20 pupils or fewer per teacher.</p> <p>d) Grades 3 - 5, 30 students or fewer per teacher, provided that each school shall strive to achieve the class size of 25 pupils or fewer per teacher.</p>
123	CLASSROOM 2ND GRADE (1101)	815	GC	
124	TOILET TO 123	25	GC	
125	TOILET TO 127	25	GC	
127	CLASSROOM 2ND GRADE (1100)	815	GC	
200	CLASSROOM KINDERGARTEN (1204)	905	GC	
203	TOILET TO 200	20	GC	
206	TOILET TO 207	20	GC	
207	CLASSROOM KINDERGARTEN (1205)	885	GC	
209	CLASSROOM 1ST GRADE (1206)	700	GC	
210	TOILET TO 209	30	GC	
217	CLASSROOM 1ST GRADE (1203)	675	GC	
218	TOILET TO 217	25	GC	
301	CLASSROOM 5TH GRADE (1303)	1085	GC	
302	STORAGE TO 301	60	GC	
306	CLASSROOM 5TH GRADE (1304)	810	GC	
308	CLASSROOM 3RD GRADE (1305)	665	GC	
309	STORAGE TO 308	85	GC	
311	CLASSROOM 3RD GRADE (1302)	655	GC	
313	CLASSROOM 4TH GRADE (1300)	680	GC	
314	CLASSROOM 4TH GRADE (1306)	755	GC	

ROOM #	ROOM NAME	EXIST'G SQ. FT.	PROGRAM	EDUCATIONAL GUIDELINES
232	STAGE/ MAKER SPACE	240	SC	<p>Specialized Classrooms:</p> <p>Science</p> <p>a) Science is usually conducted in a general purpose classroom.</p> <p>b) * If a science classroom/lab or lab is considered capacity based on 45 to 60 sq. ft. per pupil or a min. of 900 sq. ft. for a lab and 1,200 sq. ft. for cr/lab. Max. capacity of 24 pupils lab work stations.</p> <p>Art</p> <p>a) Although not recommended, in some elementary schools art may be taught in the general classroom by a roving teacher rather than in a special art room.</p> <p>b) Capacity based on 36 sq. ft. per pupil with a min. space of 900 sq. ft. <i>Old Rule: Capacity based on 60 to 70 sq. ft. per pupil. Classroom size is 900 sq. ft. minimum.</i></p> <p>Music</p> <p>a) Although not recommended, in some elementary schools music may be taught in the general classroom by a roving teacher rather than in a special music room.</p> <p>b) Instrumental capacity based on 25 sq. ft. per pupil with a min. space of 1,000 sq. ft.</p> <p>c) Choral capacity based on 15 sq. ft. per pupil with a minimum space of 800 sq. ft.</p> <p>Physical Ed.</p> <p>a) Capacity based on 110 sq. ft. per pupil with a max. capacity of 25 pupils.</p> <p>Computer Lab</p>

Notes:

- 1- Science instruction are conducted in general classrooms
- 2- Art and Music instructions are located at Modular Classroom
- 3- Physical Ed. conducted at David W Sherburne Gym
- 4- Computer Lab located in Media Center

a) Capacity based on 30 sq. ft. per pupil with a min. space of 750 sq. ft.

Note: Capacity may vary depending upon the school district's educational program.

ROOM #	ROOM NAME	EXIST'G SQ. FT.	PROGRAM	EDUCATIONAL GUIDELINES
104	OCCUPATIONAL THERAPY (1104)	510	SSC	<p>Special Service Classrooms & Areas</p> <p>a) For the most part, pupils should be integrated into all academic programs with the general student population. There should not be distinct spaces for special education with a few exceptions.</p> <p>b) * Exclusive use space shall be provided for speech therapy, physical therapy (PT), occupational therapy (OT) and private counseling. PT and OT may be co-located.</p> <p>c) * Min. total of exclusive space shall be 600 sq. ft.</p>
104A	OFFICE TO 104	135	SSC	
105	STORAGE TO 104	35	SSC	
120	TITLE I/ READ'G SPECIALIST (1102)	645	SSC	
126	QUIET RM TO 123 & 127	140	SSC	
226	SMALL GROUP/ SPED INST (1210)	75	SSC	
312	SPED (1301)	215	SSC	

Note: Capacity is depended on the program and needs of the pupil assigned.

With main streaming & inclusion (sped pupils in classrooms), may require less SSC space, but larger general & specialized classrooms.

Old Standards:

- In general capacity was based on 60 sq. ft. per pupil.
- Resource room for intellectual pupils. Max capacity of 15 pupils.
- Resource room for emotional pupils. Max capacity of 10 pupils.

ROOM #	ROOM NAME	EXIST'G SQ. FT.	PROGRAM	EDUCATIONAL GUIDELINES
101	STORAGE TO 102	90	CA	<p>Core Areas:</p> <p>Library (Media Center)</p> <p>a) * Min. size is 40 sq. ft. per pupil times 10% of the design capacity or a min. of 1,800 sq. ft.</p> <p>b) Recommended sizes for specific area are as follows (not that the total exceede the 1,800 sq. ft. min.)</p> <ul style="list-style-type: none"> - Circulation desk (200 - 300 sq. ft.) - Gen. reading, research, viewing area & stacks (35 sf/pupil for 10% of the design capacity) - Group instruction room (600-750 sf) - Electronic multimedia production area (500-750 sf) - Office for administrator (150 sf) - Equipment room (500-750 sf) <p>Note: Major changes in libraries are occurring due to volumes of books being replaced by access via the Internet. The Library is now becoming a Media Tech Center and the core of the teaching resources. AV equipment are being replaced by affordability of LCD projectors and wireless technology.</p> <p>Cafeteria</p> <p>a) * Capacity based on 12 to 15 sq. ft. per pupil. Take total sq. ft. and divide by the # of servings.</p> <p>Kitchen</p> <p>a) * Sufficient size to allow the proper installation of all necessary equipment & per state building codes.</p> <p>b) Adequate dry and cold storage shall be provided to meet the requirements of the food service program including food and paper products to be purchased in bulk.</p> <p><i>Old Standards:</i></p> <ul style="list-style-type: none"> - Sq. Ft. based on 3 sq. ft. times the Elementary School Population.
102	KITCHEN (1106)	355	CA	
103	CAFETERIA (1105)	1220	CA	
225	MEDIA CENTER (1209)	1930	CA	
231	STORAGE TO 225	60	CA	

ROOM #	ROOM NAME	EXIST'G SQ. FT.	PROGRAM	EDUCATIONAL GUIDELINES
106	STORAGE/ SM LUNCH GROUP	105	ESA	<p>Administrative Areas</p> <p>a) Min. amount of administrative office space in a school building shall be 1,200 sq. ft. The min. size shall be based on staff of 6 individuals. For schools with more than 6 staff members add 120 sq. ft. per additional person for office and 60 sq. ft. per person in an open office arrangement.</p> <p><i>Old Rule:</i> - Sq. Ft. based on 1.8 sq. ft. per pupil time the School Population.</p> <p>Nurse's Area</p> <p>a) * Min. size of the nurse suite shall be 625 sq. ft. for schools with a design capacity greater than 750 pupils. Nurse suite for school with a design capacity of 750 or less shall be 300 sq. ft.</p> <p>b) * The nurse shall be provided with:</p> <ul style="list-style-type: none"> - Exclusive administrative space - A waiting area - Exam area with a sink - Secure dry & refrigerated storage - Isolation area one cot per 200 pupils - Separate restroom <p>Guidance Area</p> <p>a) One counselor's office for every 500 pupils. Min. 100 sq. ft. office.</p> <p>b) Recommended design considerations:</p> <ul style="list-style-type: none"> - Near library/media center to encourage pupil use. - Waiting room for receptionist-secretary, work table, shelving for books and bulletins, and filing cabinets. - Conference room for 12 people - Storage space for testing materials <p>Faculty Areas</p> <p>a) * Each teacher shall be provided with 64 sq. ft. min. of shared administrative space when that teacher is not conducting classroom instruction. This requirement may be fulfilled if that space is exclusively assigned to one teacher.</p> <p><i>Old Rule:</i> Sq. Ft. based on 0.6 sq. ft. per pupil times the population.</p>
118	SCHOOL STORAGE	110	ESA	
202	TOILET TO 204	30	ESA	
204	NURSE RM	215	ESA	
205	STORAGE TO 204	15	ESA	
211	TOILET TO 212	25	ESA	
212	STUDENT SUPPORT CTR (1207)	130	ESA	
220	CONF RM	270	ESA	
221	PSYCHOLOGIST/ FLOATING OFFICE	155	ESA	
222	PRINCIPAL	165	ESA	
223	RECEPTIONIST/ ADMIN (1200)	190	ESA	
224	ADMIN STORAGE	55	ESA	
228	TEACHER'S RM (1208)	330	ESA	
233	COMP FILE/ SERVER	80	ESA	
303	STORAGE	145	ESA	
307	TOILET	60	ESA	

Notes:

- 1- Guidance instruction is located at Modular Classroom

ROOM #	ROOM NAME	EXIST'G SQ. FT.	PROGRAM	EDUCATIONAL GUIDELINES
108	GIRL'S TOIL	150	FSA	<p>Facility Support Areas</p> <p>a) DOE has not set standards other than stating "sufficient storage shall be provided..." Highly dependent on School District's use & needs.</p> <p>b) Storage of supplies will vary pending bulk ordering supplies, in-house or contracted maintenance & custodial services.</p> <p>c) Public use of facilities will alter the required toilet facilities, lobbies and exit corridor widths.</p> <p>d) The use of computers and other communication technologies (visual, voice, data and security) will require utility rooms & wiring/equipment rooms and/or other such spaces.</p> <p>e) Mechanical space will vary pending use of roof top units, unit ventilators, use of attics and mechanical mezzanines.</p> <p>Note: Mechanical sq. ft. space required - rule of thumb: On roof 2% of gross building sq.ft. Inside space 8% of gross building sq. ft.</p>
110	BOY'S TOIL	205	FSA	
111	CUSTODIAL CLOSET	30	FSA	
112	ELECTRICAL	145	FSA	
113	FAC & SCHOOL STORAGE	130	FSA	
115	ELEVATOR MACHINE RM	35	FSA	
116	FAC STORAGE	80	FSA	
117	MECHANICAL RM	485	FSA	
121	CONDENSER PUMP	10	FSA	
122	WATER & SPRINKLER	20	FSA	
201	CUSTODIAL CLOSET	20	FSA	
219	SERVER	15	FSA	
227	MEN'S TOIL	30	FSA	
229	WOMEN'S TOIL	30	FSA	
304	GIRL'S TOIL	130	FSA	
305	BOY'S TOILET	140	FSA	
315	SPRINKLER RM	50	FSA	

Minimum site size and (maximum site size) for Land Acquisition.

Elementary * Minimum site size five (5) acres minimum of contiguous buildable land.

* Maximum site size twenty (20) acres maximum plus one additional acre for each 100 pupils or fraction thereof for the design capacity of the school building.

* In all cases, if the design capacity of the core space is greater than the design capacity of the educational space, the site size shall reflect the higher number.

Present acres at the site 7.1 acres

Minimum base acres required

Minimum size 5.00

Present acres (7.10)

NOTE: The required acres must be contiguous buildable land.

Due to the site topography, approximately 50% of the site is buildable.

Maximum acres allowed

Maximum acres allowe 20.00

Present total enrollment - 164 pupils x 1 acre per 100 pupils = 2.00

Maximum Acres Allowed 22.00



SUNAPEE SCHOOL DISTRICT - SUNAPEE CENTRAL ELEMENTARY SCHOOL EDUCATIONAL ASSESSMENT

PRESENT SCHOOL CAPACITY

One of the primary focuses of this study is to determine the present school’s capacity. The standard unit for capacity measurement is the theoretical number of student workstations that the school can accommodate.

These are termed *pupil stations*. The space inventory contained in this report lists all the general classrooms which are only workstations that will contribute to the pupil stations. Total current pupil stations are the gross sum of pupil stations in all instructional (classroom) areas as agreed upon. We have not used specialized classrooms or special services classrooms due to the unpredictability of pupils using these spaces. The general classrooms (including Pre School and Kindergarten) are the pupil’s primary room where they spend most of their instructional time.

A. BASE DATA

All spaces in the facility have minimum square feet allocated per pupil or a minimum pupil capacity for space. The gross pupil count of each space was calculated and then added to determine total gross capacities.

B. GROSS CAPACITY

The gross capacity of each space is calculated using the square footage of the space and dividing it by the square feet per pupil allowed by educational standards. In some areas there are a maximum number of pupils allowed in a type of space. We calculated the lesser of the two numbers.

C. NET PUPIL CAPACITY

It is unrealistic to expect that all classrooms can be utilized to their rated capacity 100% of the time. Therefore, a utilization factor is applied which provides for varying classroom sizes, scheduling patterns, grade size and program options. The Department of Education uses a 95% utilization factor in calculating capacity.

CENTRAL ELEMENTARY SCHOOL CLASSROOM CAPACITY

	<u>GROSS</u>	<u>NET @ 95%</u>
General classrooms	275 pupils	261 pupils

Specialized classrooms, special services classrooms, core areas and educational support areas were not calculated regarding total pupil gross capacity in these spaces.

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**SUNAPEE CENTRAL ELEMENTARY SCHOOL
PRESENT SCHOOL CAPACITY**

HARRIMAN - ARCHITECTS + ENGINEERS - PORTSMOUTH, NH

* Denotes spaces used to calculate pupil stations.

GENERAL CLASSROOMS					GC	
ROOM #	ROOM NAME	SQ. FT.	SQ. FT. PER PUPIL (1)	GROSS CAPACITY	NET PUPIL CAPACITY @ 95%	
TOTALS					275	261
107	PRE-SCHOOL (1103)	920	50	18		
* 123	CLASSROOM 2ND GRADE (1101)	840	36	23		
124	TOILET TO 123	25				
125	TOILET TO 127	25				
* 127	CLASSROOM 2ND GRADE (1100)	840	36	23		
* 200	CLASSROOM KINDERGARTEN (1204)	925	50	19		
203	TOILET TO 200	20				
206	TOILET TO 207	20				
* 207	CLASSROOM KINDERGARTEN (1205)	905	50	18		
* 209	CLASSROOM 1ST GRADE (1206)	730	36	20		
210	TOILET TO 209	30				
* 217	CLASSROOM 1ST GRADE (1203)	700	36	19		
218	TOILET TO 217	25				
* 301	CLASSROOM 5TH GRADE (1303)	1145	36	32		
302	STORAGE TO 301	60				
306	CLASSROOM 5TH GRADE (1304)	810	36	23		
* 308	CLASSROOM 3RD GRADE (1305)	750	36	21		
309	STORAGE TO 308	85				
311	CLASSROOM 3RD GRADE (1302)	655	36	18		
313	CLASSROOM 4TH GRADE (1300)	680	36	19		
314	CLASSROOM 4TH GRADE (1306)	755	36	21		

SPECIALIZED CLASSROOMS					SC
ROOM #	ROOM NAME	SQ. FT.	SQ.FT. PER PUPIL (1)	GROSS CAPACITY	
232	STAGE/ MAKER SPACE	240	30	8	

SPECIAL SERVICES CLASSROOMS					SSC
ROOM #	ROOM NAME	SQ. FT.	SQ.FT. PER PUPIL (2)	MAX # OF PUPILS	
104	OCCUPATIONAL THERAPY (1104)	510	60	9	
104A	OFFICE TO 104	135	60	2	
105	STORAGE TO 104	35			
120	TITLE I/ READ'G SPECIALIST (1102)	645	60	11	
126	QUIET RM TO 123 & 127	140	60	2	
226	SMALL GROUP/ SPED INST (1210)	75	60	1	
312	SPED (1301)	215	60	4	

CORE AREAS			CA	
ROOM #	ROOM NAME	SQ. FT.	SQ.FT. PER PUPIL (1)	MAX # OF PUPILS
103	CAFETERIA (1105)	875	15	58

NOTE: Cafeteria gross 1220 square feet, however reduced usable space due to circulation. Presently 3 lunch periods.

101	STORAGE TO 102	90
102	KITCHEN (1106)	355

225	MEDIA CENTER (1209)	1500	4	375
231	STORAGE TO 225	60		

NOTE: Media Center 1930 gross square feet, however reduced usable space due to multi uses including a Computer Lab.

EDUCATIONAL SUPPORT AREAS			ESA	
ROOM #	ROOM NAME	SQ. FT.		
ADMINISTRATION				
220	CONF RM	270		
221	PSYCHOLOGIST/ FLOATING OFFICE	155		
222	PRINCIPAL	165		
223	RECEPTIONIST/ ADMIN (1200)	190		
224	ADMIN STORAGE	55		
		835		

Total - Minimum 1200 sq. ft.

NURSES AREA		
202	TOILET TO 204	30
204	NURSE RM	215
205	STORAGE TO 204	15
		260

Total - Minimum 625 sq. ft.

FACULTY		
228	TEACHER'S RM (1208)	330

106	STORAGE/ SM LUNCH GROUP	105
118	SCHOOL STORAGE	110
211	TOILET TO 212	25
212	STUDENT SUPPORT CTR (1207)	130
233	COMP FILE/ SERVER	80
303	STORAGE	145
307	TOILET	60

Note 1 "SQ.FT. PER PUPIL" or "SQ. FT." is based on NH Code of Administrative Rules Ed 321 or Manual for Planning and Construction of School Building 2006 from the New Hampshire Department of Education.

Note 2 "SQ. FT. PER PUPIL" is based on old standards for comparisons only.

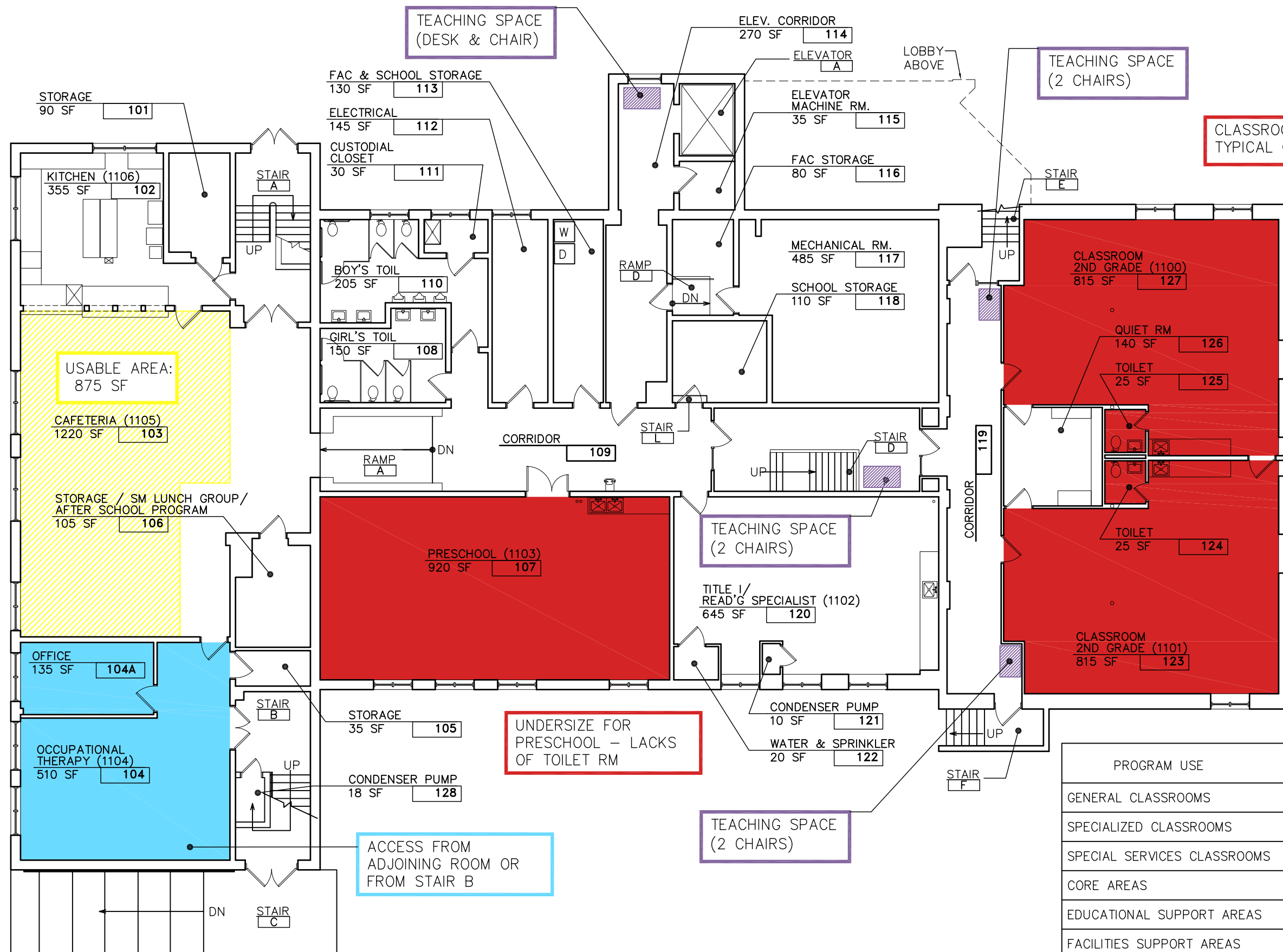
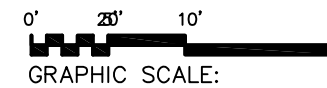
SCHOOL PUPIL STATION CAPACITY

* Denotes spaces used to calculate pupil stations.

Present school enrollment is 164

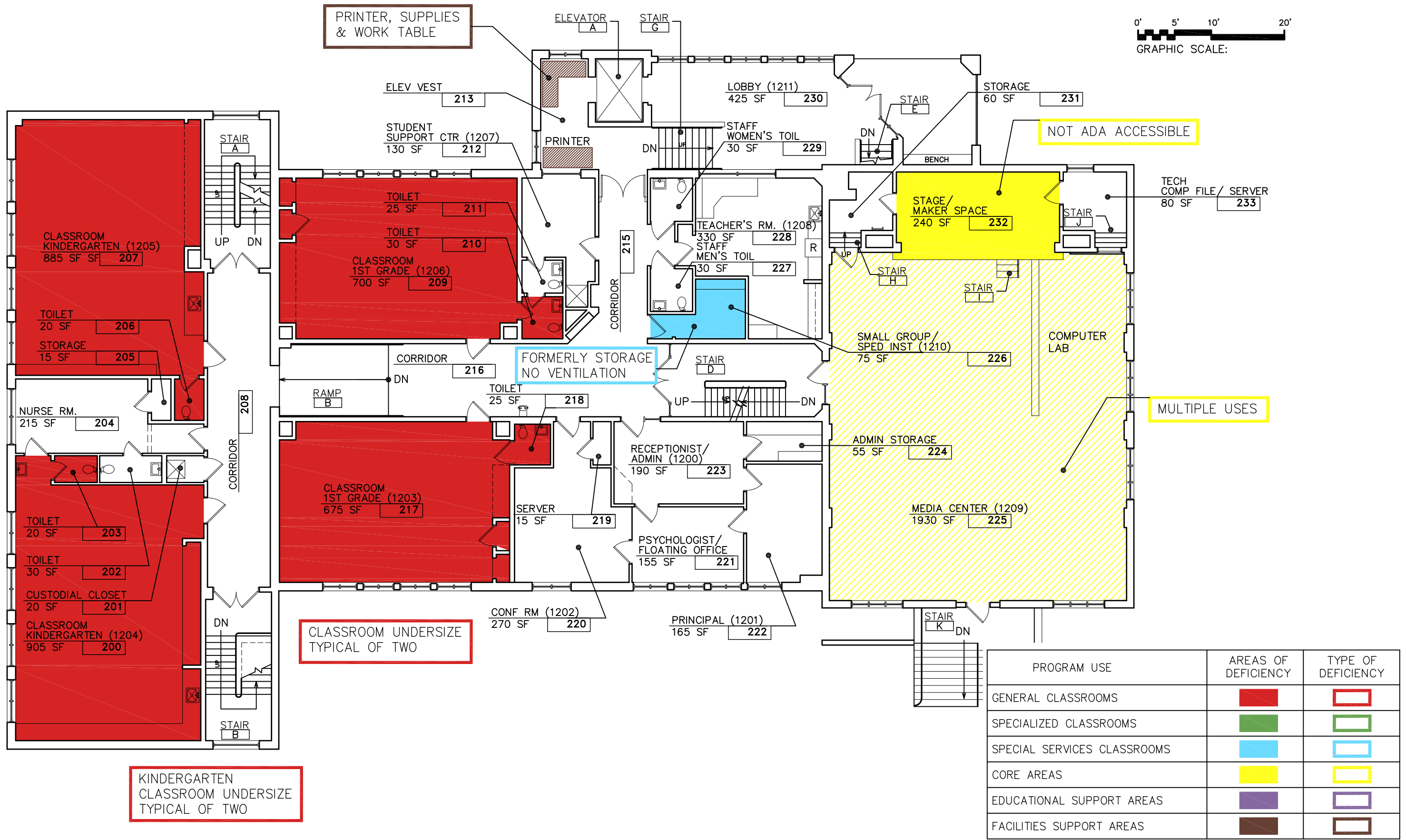
*TOTAL GENERAL CLASSROOMS ONLY

GROSS	NET @ 95%
275	261



PROGRAM USE	AREAS OF DEFICIENCY	TYPE OF DEFICIENCY
GENERAL CLASSROOMS		
SPECIALIZED CLASSROOMS		
SPECIAL SERVICES CLASSROOMS		
CORE AREAS		
EDUCATIONAL SUPPORT AREAS		
FACILITIES SUPPORT AREAS		

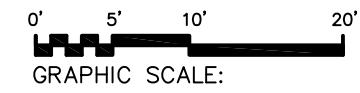




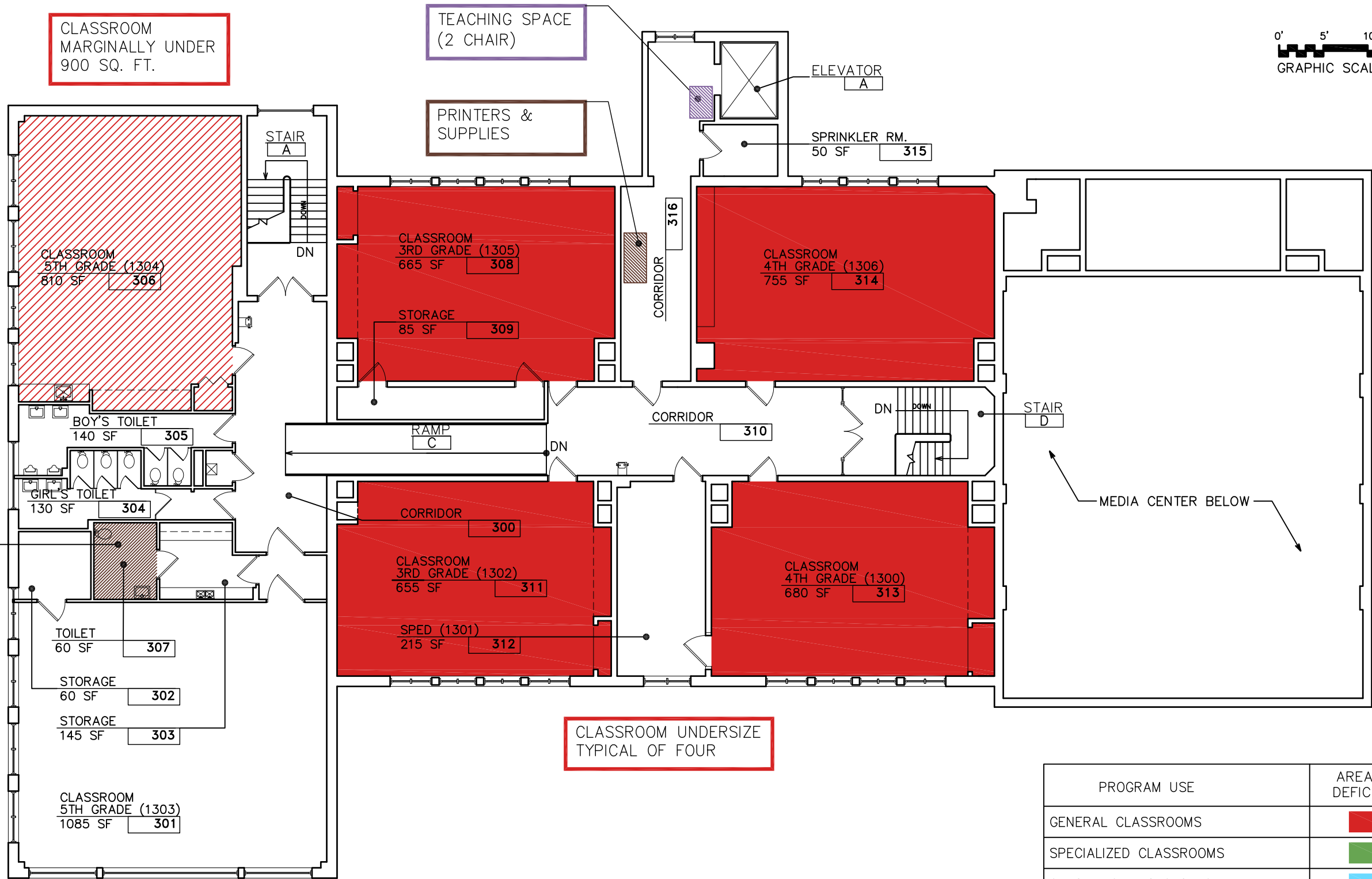
CLASSROOM
MARGINALLY UNDER
900 SQ. FT.

TEACHING SPACE
(2 CHAIR)

PRINTERS &
SUPPLIES



ACCESS TO ADA
TOILET THRU
STORAGE



PROGRAM USE	AREAS OF DEFICIENCY	TYPE OF DEFICIENCY
GENERAL CLASSROOMS		
SPECIALIZED CLASSROOMS		
SPECIAL SERVICES CLASSROOMS		
CORE AREAS		
EDUCATIONAL SUPPORT AREAS		
FACILITIES SUPPORT AREAS		



