#### **SECTION 0: INTRODUCTION**

## **Recognition of Participants**

### **Acronyms and Definitions**

## **Executive Summary**

- PSCOC Award and FMP Consistency
- Project Goals and Objectives
- Size of Project

#### **SECTION 1: PROJECT OVERVIEW**

#### **Brief Description of the Project**

- Vicinity Map and Description of the Project Location for New Middle School
- Square Footage
- Site Acreage
- Number of Students and Staff to be Served
- Maximum and Functional Capacity
- PSCOC Award and FMP Consistency

#### **SECTION 2: EDUCATIONAL PROGRAM AND DELIVERY SYSTEM**

**School's Instructional Programs and Strategies for Delivery** 

**School's Grade Level Configuration and Special Organizational Models** 

## **School Scheduling Approach**

- Periods
- Lunch Seating Rotations
- Library Time
- Computer Lab Time
- Student Arrival and Student Dismissal

#### **Special Programs and Unique Curriculum Features**

- Special Education
- Performing/Visual Arts
- Electives
- Advanced Placement
- Online Learning Opportunities

## **Special Curricular and Extracurricular Activities**

Spaces for Which the School Has a Variance from the NM State Adequacy Standards

**Anticipated Changes to the Educational Program or Delivery System** 

#### **SECTION 3: CONCEPTUAL BUILDING SITE PLANNING**

### **Conceptual Site Plan in Relation to:**

- Parking
- Student Drop-off/Pick-up for Both Parent and Bus
- Playground/Playing Fields
- Identification of Site Acreage
- Infrastructure Serving the Site
- Site Security
- Building/Space Adjacency

#### **SECTION 4: FACILITY GOALS AND CONCEPTS**

## **Major Facility Goals and Concepts**

- Safety and Security
- Sustainability and Energy Efficiency
- Building Flexibility
- Potential for Community Use or Shared Facilities with Other Entities
- Utilities
- Preventive Maintenance
- Any Other Issues or Special Considerations that Impact Building Use, Space Requirements, and/or Costs

## **SECTION 5: SPACE REQUIREMENTS IN PROJECT SCHOOL**

# Quantity and Sizes of Spaces Required to Accommodate the Educational Program

- Distinction of Spaces to Adequacy and those Over Adequacy per the Adequacy Planning Guide
- Number of Spaces Needed and Size of Spaces Needed for the School's Educational Program Including:
  - -Student Dining
  - -Administration
  - -Student Health/Nurse Suite
  - -Media Arts
  - -Technology Aided Instruction (computer labs)
  - -Janitorial/Building Support
  - -Student Commons
  - -Any Other Spaces Requires to Support School's Operation
- Number of Students Each Space will Serve
- Building TARE

#### **Graphic Diagram Illustrating the Relationship between Program Areas**

Anticipated Student Capacity, Utilization, and Efficiency of the Facility

#### **SECTION 6: PROJECT BUDGET**

## **Probable Project Cost**

- Site Development Costs
- Facility Construction
- Demolition
- Other Project Costs

## **Project Cost Estimating Assumptions**

- Unit Costs
- Inflation
- Other Cost Factors

## **Anticipated Project Delivery Schedule**

### **SECTION 7: ADDITIONAL INFORMATION**

## **Meeting Presentations**

- Sign-in Sheets
- Power Point Presentations

**HMS Middle School Student Handbook** 

**District Department Interviews** 

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