

## ELEMENTARY SCHOOL THREE/TWO-TEACHER UNIT KINDERGARTEN

### New Construction

#### I. PROGRAM PHILOSOPHY

Kindergarten is an integral and important part of the elementary school. There is much that is important for children to learn during the early years. It is important that the curriculum is developmentally appropriate for the kindergarten child. It is the role of the kindergarten teacher to provide numerous opportunities for the child to develop skills and concepts which will enhance continuing school success, and enable each child to function in a changing society.

A working partnership between home and school is essential for the success of the child in a first school experience. Parental awareness of the goals and program of kindergarten is necessary for them to assume their share of this responsibility. It is desirable that the parents be kept informed of their child's progress toward reaching these goals.

Kindergarten provides the opportunity for children to combine their home experience with "school living" where each child must become a responsible member of the group. The educational atmosphere of kindergarten and positive attitudes of the teacher will provide a smooth transition which fosters the foundation for subsequent learning.

#### II. PROGRAM GOALS

Curriculum areas include language arts, mathematics, science, social studies, health and safety, physical education, music and art.

The kindergarten area must provide for verbalizing, listening, browsing, reading, writing, manipulating, singing, visualizing, identifying, responding, recognizing, reproducing (copy), combining, dramatizing, cooking, tasting, touching, processing, observing, discovering, classifying, organizing, counting, cleaning, sanitizing, coloring, painting, drawing, cutting, pasting, crawling, running, kicking, jumping, marching, skipping, hopping, walking, galloping, pedaling, throwing, catching, calculating, computing, building, hammering, sawing and construction.

#### III. PROGRAM ACTIVITIES

The full-day kindergarten program will include development of basic skills, concepts and creativity in each area of the curriculum with awareness of the changing needs of children. Opportunities will be provided for each child to extend and refine:

- Language arts/communication skills (speaking, listening, and writing)
- The number concepts through computation and conceptualization
- Skills for making value judgments, decision making, problem-solving and modification of social behavior
- Skills of classification and observation used to explore changes that occur in the child's environment
- Body control and coordination in independent and directed activities
- Good health and safety habits in a healthy and safe environment
- Creativity in music through aesthetic enjoyment and self-expression
- Creativity in art through stimulation, experimentation and appreciation

## ELEMENTARY SCHOOL THREE/TWO-TEACHER UNIT KINDERGARTEN

### New Construction

#### III. PROGRAM ACTIVITIES (continued)

The teacher has the responsibility to help each child see himself or herself as a unique, important, worthwhile person. Each child needs to feel wanted, needed and valued in this social group. The satisfaction and degrees of success achieved in early year's support future learning. Therefore, each individual requires varied educational experiences to develop to the full extent of his or her capabilities though the same basic opportunities must be available to all. By diagnosing a child's acquired skills and determining each child's levels of readiness, the teacher can plan appropriate experiences that should enable the child to see himself or herself as a person who can do something.

#### IV. ORGANIZATIONAL NOMENCLATURE

	<u>Two-Teacher</u>
Teacher - Student Ratio:	18:1 class size reduction (CSR)
Student Capacity per Period:	108 for class size reduction (CSR)
Total Number of Teachers:	6 (1 per class)
Total Number of Aides:	13 teachers (If applicable)
Grade Levels or Age Levels for Which Program is intended:	Kindergarten
Hours per Day Space Will Be Used:	6

#### V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

Adult toilet with shower located in Kindergarten area because of toilet training needs.

Shower head should be movable (hand held). Mount four feet from floor.

#### VI. SQUARE FOOTAGE CHANGES EXPLANATION THAT VARIES FROM APPROVED FACILITIES LIST

The square footage change would occur depending on the need for 6 unit, 4 unit, 3 unit or 2 unit classes.

Planning divided into one space for every two teachers.

Adult toilet with shower (from overall allocation).

Project area space taken equally from each of the instructional spaces.

Outside covered play areas taken from net to gross calculations.

This Program Furniture and Equipment Request Form is designed for a Six Unit Kindergarten Pod. Whenever less than a Six Unit Kindergarten Pod is built, the supervisor of Early Childhood Education must be contacted for a modified Program Furniture and Equipment Request Form.

## Melrose Elementary School Three/Two-Teacher Unit Kindergarten - New Construction

## VII. PROGRAM FACILITIES LIST

[illegible]

WHEN TWO PRE-KINDERGARTENS ARE PUT TOGETHER, PROVIDE ADULT RESTROOM & SHOWER

ELEMENTARY SCHOOL THREE/TWO-TEACHER UNIT KINDERGARTEN

New Construction

VIII. PROGRAM FURNITURE AND EQUIPMENT REQUEST FORM

\*Purchased Capital Outlay/Drawn on Blueprint

#purchased and Installed by Contractor

**Six Unit Kindergarten Pod**

<u>Space or Area</u>	<u>Number of Items</u>	<u>Description of Furniture/Equipment Needed</u>
<b><u>Purchased by Contractor</u></b>		
<b>Project Area</b>	#3	Stoves (Real) with Oven and View Windows with knobs at back
	#3	Refrigerators (Real) -19 Cubic Feet, top freezer, automatic defrost
<b>Outside</b>	#1	Rainbow Climber
	#1	Horizontal Ladder
	#1	Free Standing Panel
	#1	Curved or Straight Balance Beam
	#1	Tire Swing
	#1	Arch Belt Swing
	#1	Modular Play Unit
<b>Classroom</b>	#6	Mirrors - 22" x 48" - shatterproof (1 per classroom)
	*6	Sound enhancement equipment systems including amplifiers, speakers and microphones.
	#6	All-in-One Smart Board (interactive white board) including an attached projector.
<b>Other</b>	*#	Paper towel and soap dispensers should be adjacent to all sink areas (Not above sink cabinet). (Must fit for county bid paper towels)
<b><u>Purchased Capital Outlay</u></b>		
<b>Classrooms</b>	12	Wastebaskets
	6	American Flags and Flag holders
	9	Pencil Sharpeners (1 for Teacher Prep Area)
	6	Document Cameras
	3	Readiness Globes (Nystrom 16")
	3	Step Stools - 15" high - ribbed rubber stair tread
	6	Computer tables
	24	Computers
	1	Water Can
	3	Printers
	1	Hose and Sprayer
	3	Cooking Sets (pans, muffin tins, cookie sheets, 3 sizes of mixing bowls, beaters, serving spoons, spatulas, measuring cups and spoons, Tupperware.
	3	Cameras (35 mm)
	1	Zap Camera

ELEMENTARY SCHOOL THREE/TWO-TEACHER UNIT KINDERGARTEN

New Construction

VIII. PROGRAM FURNITURE AND EQUIPMENT REQUEST FORM (continued)

**Six Unit Kindergarten Pod**

<u>Space or Area</u>	<u>Number of Items</u>	<u>Description of Furniture/Equipment Needed</u>
<b><u>Purchased by County Office with Capital Outlay Funds</u></b>		
<b>Classrooms</b>	6	Art Center, Space Saver, Mobile #EE365
	6	Big Book Holder #WD34600
	6	Blocks, Hollow (26 pieces in 6 shapes) #B551
	6	Blocks, Hollow, Mini (Nursery set, 38 pieces in 4 shapes) #B410
	6	Blocks, Unit (104 pieces, 23 shapes) #WD60400
	6	Book Organizer, Mobile #8G562420
	6	Chest of Drawers #R0137
	6	Clothes Tree #8G271346
	6	Crib, Doll #EE558
	6	Cubbies, Paper, 12-Tray #GS212
	6	Display & Storage Unit, Big Book, w/ Magnetic Dry Erase Front #301-24W
	6	High Chair, Doll #D130
	6	Listening Center #GG820
	6	Puzzle Rack #RO390
	6	Refrigerator #WD10400
	6	Rocker, Adult #39995
	6	Rocker, Child's School #06715081
	6	Roller Racer #8G298349
	6	Seat Sacks for Chairs #8G500028
	6	Sink #WD10200
	6	Storage Unit, 12-Opening #R0016M-DE
	6	Storage Unit, 2 Shelf #80521581
	6	Storage Unit, Cubicle, 10-Compartment #8G23655
	6	Storage Unit, Toy, 3-Tier #8G23770
	6	Stove #WD10100
	6	Table and Chairs set #8G231605
	6	Table, Sand and Water, Mini with Cover, Portable #8G407209
	6	Tricycle, 14" to seat, 26" handlebar #R213
	6	CD/Cassette Boom box (Model #5050)
	180	Chair, Stacking 14" Seat Height
	6	Chair, Stacking 18" Seat Height
	*6	File Cabinet, 4-drawer w/ lock
	*18	Table, Rectangular 30"x60"
	*12	Table Round 48" Diameter
	6	Cutter, Paper 15" Wood Base ½" Squares
	6	Bean Bags 5"x5" Cloth Cover Rubber Filled
	6	Jump Rope 8 ft. Polypropylene Plastic Colored
	6	Jump Rope 16 ft. Polypropylene Multi Colored
	6	Ball, Playground 10"

**Note:** Refer to Kindergarten Capital Outlay spreadsheet regarding additional information for ordering these items.

## ELEMENTARY SCHOOL THREE/TWO-TEACHER UNIT KINDERGARTEN

### New Construction

#### IX. SPECIAL CONSIDERATIONS

- Heating/Cooling/Ventilation

Stove to have hood exhaust system ducted to the exterior.

- Lighting

Provide a light near the stove.

- Windows

The teacher planning area shall have a view window into the instructional area.

- Water

Supervised access to refrigerated drinking fountain shall be provided to each classroom.

Vandal resistant refrigerated drinking fountain, with remote chiller, outside in sheltered area of concrete/pebble construction. (Mounted 26" from floor).

There will be cold water in the classrooms and toilets.

Provide hot water in the adult sinks, in the project area, and in the adult restrooms.

Faucets in restrooms to have automatic shut-off.

Shower in adult restroom to have hand-held, adjustable shower head. (This shower may be eliminated if there is a prekindergarten adult shower nearby).

Outside faucet with hose bibb for hose connection in the outside sheltered area.

Tub sink in outside storage room (cold water).

The classroom sinks for kindergarten classrooms should be situated so that the faucet is centered on the left or right side of the sink (not at the back) and either the soap dispenser or faucet will be in front of the faucet or centered on the left or right side of the sink across from the faucet. When possible the paper towel dispenser will be on the wall adjacent to the sink rather than behind the sink. When this occurs, the faucet must be centered on the side furthest away from the towel dispenser.

Clay/Paint traps are required in all sinks in kindergarten classrooms.

- Electrical

110 outside duplex outlet, lock cap in sheltered outside hard area

220 outlet in project room

Timer (no more than 2 hours) to operate and shut off the stove

Provide power outlet in ceiling to allow for ceiling-mounted projection or other visual image projection device.

## ELEMENTARY SCHOOL THREE/TWO-TEACHER UNIT KINDERGARTEN

### New Construction

#### IX. SPECIAL CONSIDERATIONS (continued)

- Electrical (continued)

Provide electronic hand dryers in all restrooms (both group and single). This includes student, staff and public restrooms.

- Fencing

A 4' high fence (dimensions approximately 14,300 sq. ft.) will surround the outside play area. There shall be a double gate for maintenance, double gate for entrance to Prekindergarten playground (if applicable), and a single gate for student exit.

- Built-in Cabinetry

A. Built-in cabinets/shelving

Wet Area - Counter Height

26" H x 12' L x 24" D Sink Base Cabinet, open with adjustable shelves in the wet area.

26" H x 8' L x 24" D - One for each two-unit and single-unit classroom wet area.

Note: One two-foot section to be open with adjustable shelves with a minimum of six shelves.

Wet Area - Above Counter Cabinet

30" H x 8' L x 16" D Cabinet in wet area (one per classroom) with one lockable section.

Project Area - Counter Height

36" H x 8' L x 24" D Base Cabinet with double sink (one deep sink), two faucets (one to be gooseneck with swivel and one to be regular faucet - No sprayer) in project area and to have two 5" D drawers near stove (in project area).

Project Area - Above Counter

30" H x 8' L x 16" D above counter in project area.

Teacher Planning Area - Counter Height

30" H x 6' L x 24" D for each teacher and 30" H x 6' L x 24" D in the single-teacher preparation area (teacher planning).

Teacher Planning Area - Above Counter

30" H x 6' L x 16" D for each teacher and 30" H x 6' L x 16" D in the single-teacher preparation area (one section lockable).

Restroom Areas

26" H x 2'-4" L x 24" D Sink - Toilets in each unit of two classrooms and the single-teacher to have one restroom accessible from the outside playground and one located in the center area (between classrooms) (Handicapped Accessible).



## ELEMENTARY SCHOOL THREE/TWO-TEACHER UNIT KINDERGARTEN

### New Construction

#### IX. SPECIAL CONSIDERATIONS (continued)

- Built-in Cabinetry (continued)

- A. Built-in cabinets/shelving (continued)

36" H x 3' L x 24" D Sink - Toilets, Adult

Note: No drawers in base cabinets except where noted above. All base cabinets to have closed adjustable shelving except where noted. All above counter cabinets installed 18" above base cabinets.

#### Shelving

Adjustable shelving - each classroom, project room, storage, teacher preparation  
Recessed hinges on all cabinets 7'H x 8'L x 24"D - with lockable doors in each teacher preparation area.

Minimum of 60 lineal feet of heavy duty adjustable shelving, floor to ceiling, 18"D – outside storage.

7'H x 6'L x 18"D - with doors in each classroom.

7'H x 4'L (minimum) x 18"D - open with adjustable shelves in each classroom.

Two shelves 56" from floor 24"L x 12"D adjacent to view windows.

Cubbies - Built-In (minimum of 25 per classroom) 8"H x 12"L x 16"D

The gathering area will have 3 open shelves for student's selection of reading books. Allow for up to a 16 inch tall book on at least one of the shelves.

Back Pack Storage: Built-in (minimum of 25 per classroom) 14 inches wide x 12 inches tall x 16 inches deep -- total approximately 36 inches high. The design for the back pack storage needs to be approved by the Prekindergarten-12 Curriculum Services office.

Material Storage - one 4 foot section - 30"D x 4'L x 6'H (4 shelves adjustable) heavy duty metal. - one 4 foot section - 18"D x 4'L x 6'H (6 shelves adjustable) heavy duty metal.

Note: Clear span of all shelves shall be no more than 30 inches.

- B. Built-in Instructional Aids

Tackboard on all walls; 12" wide, a minimum of 3/4" thickness, continuous over whiteboards and bulletin boards (used to display work) top not over 7 feet from floor. Tackboard shall accommodate staples.

Tackboard strips shall be on all walls in the classroom and entranceway that do not have built-in cabinetry, windows, or instructional boards. The strips shall be mounted 5' from the floor.

Tackboards and whiteboards are interchangeable in each classroom.

Movable (interchangeable) magnetic whiteboards (three in each classroom) 4 ft. x 4 ft. with tray, 21" off floor (including map rail and flag holder).

Movable (interchangeable) Bulletin Boards (two in each classroom) 4 ft. x 4 ft. installed (21" off the floor).

## ELEMENTARY SCHOOL THREE/TWO-TEACHER UNIT KINDERGARTEN

### New Construction

#### IX. SPECIAL CONSIDERATIONS (continued)

- Built-in Cabinetry (continued)

- A. Built-in cabinets/shelving (continued)

Bulletin Boards (one in classroom entranceway) 4 ft. x 6 ft., mounted above coat hooks (top of board 6 ft. from floor).

- B. Built-in Instructional Aids (continued)

Provide cabinet with two shelves for sound enhancement equipment and amplifier. Cabinet and equipment shall be located at, or adjacent to, the major teaching wall on the interactive whiteboard connection side. The cabinet shall be 17 inches wide and 25 inches deep with a slide tray top (4 inches high), fold up side shelf (approximately 12 inches wide and 15 inches long) and two doors (one on front and the other on opposite side of fold up shelf). The slide tray shall hold a document presenter provided by owner. The back of the cabinet must allow connections of white speaker wire for the four speakers used with the sound enhancement equipment, a network connection, connection to interactive whiteboard and power.

All teaching spaces to have minimum per S.R.E.F.

- Other Considerations

Provide one adult restroom whenever more than two kindergarten classrooms are combined.

Doorways - provide double wide doors with center post to exits from classrooms. Panic bars will be provided on all exterior doors. Doors will have locks except student bathrooms. The doorways will be wide enough to easily accommodate wheelchairs. Over-sized doorway inside/outside storage area (no center post). The storage area doors must be weather tight.

Classrooms shall have full visibility into the project area.

Mirror in all restrooms above sink (shatterproof, 16" x 24") attached with brackets to tilt forward from wall surface. Each classroom mirror mounted 16" from floor.

Outdoor Playground (Recreational and Physical Education Equipment) - All foundation must be at least 8" underground. Cement anchor must be sufficient as not to allow the structure to move when shaken. All equipment must meet or exceed the Consumer Product Safety Commission (CPSC), American Society for Testing Materials (ASTM), and the Americans with Disabilities Act (ADA) guidelines for construction, structure integrity and appropriate safety zones and fall depths below and around equipment. The installer should provide a performance bond. Interlocking safety tread mats (free draining design) to be installed under slide exit, under tire swings, and swinging bridge exit. See Physical Education section for additional installation requirements.

See attached playground equipment specifications.

## ELEMENTARY SCHOOL THREE/TWO-TEACHER UNIT KINDERGARTEN

### New Construction

#### IX. SPECIAL CONSIDERATIONS (continued)

- Other Considerations (continued)

Easily accessible under covered walkway to vehicular drop off.

Outside equipment circles design to be approved by Prekindergarten-12 Curriculum Services.

One student restroom per two-teacher pods (total 3 for a 6 unit kindergarten) to open also to the Outside covered play area.

All student toilets in classrooms to be wall hung.

Safety switch for stove to be placed above stove, inaccessible to children.