ELEMENTARY SCHOOL PRIMARY SKILLS COMPUTER LAB

New Construction

I. PROGRAM PHILOSOPHY

The world as we know it is changing rapidly and students must be prepared with the skills to meet those changes. Technology can be used to improve the teaching and learning process as well as provide students with the skills needed for the changing world. The media center is transforming from a resource for primarily printed materials to one featuring technology resources providing students and teachers with electronic encyclopedias, videodiscs, and CD-ROM materials. In the Information Age, the media center must go beyond the resources available within the school to provide access to the most current and varied resources outside the school using telecommunication (e.g., FIRN, Internet, etc.). The Primary Skills Computer Lab will be located adjacent to the media center and will be used as a resource, skills, and production center to extend student experiences beyond the classroom setting. (Optional: Include the Primary Skills Computer Lab in the Reading area of the Media Center.)

II. PROGRAM GOALS

To provide opportunities for the development of informational reading, writing, mathematics, and problem solving skills using technology.

To provide opportunities for students to learn basic computer skills.

To develop an understanding of individuals' changing roles and responsibilities as technology increasingly impacts society.

To provide students with an environment to work cooperatively in small or large groups in a variety of creative experiences.

To provide professional development for teachers and administrators in using technology.

III. PROGRAM ACTIVITIES

Student Activities: The student will learn basic computer skills that will assist in developing the informational reading, writing, mathematics, and problem solving skills. The student will use technology to work individually and in groups on research projects that span across the disciplines.

Teacher Activities: The teacher will diagnose, instruct, facilitate, assist and extend student experiences. Teachers will participate in professional development to improve their skills in using technology to improve the teaching and learning process. Teachers will use the lab as a research, communication, and production center to develop classroom projects.

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IV. ORGANIZATIONAL NOMENCLATURE

Teacher - Student Ratio:	1:28 for design; 1:18 or 1:22 (Class Size Reduction)
Student Capacity per Period:	15 – 28 for design; 15 – 22 (Class Size Reduction)
Total Number of Teachers:	1
Total Number of Aides:	NA (If applicable)
Grade Levels or Age Levels for Which Program is intended:	Kindergarten - 5
Hours per Day Space Will Be Used:	6.5

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

NA

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

NA

Melrose Elementary School Primary Skills Computer Lab - New Construction

VII. PROGRAM FACILITIES LIST

FISH CODE	NO. OF AREAS	DESCRIPTION OF AREAS	NO. OF STAFF PER AREA	NO. OF STUDENTS PER AREA	NO. OF STUDENTS TOTAL	NET SQ. FT. PER UNIT	NET SQ. FT. TOTAL
		NEW CONSTRUCTION:					
010	1	Primary Skills Computer Labs	1			740	740
808	1	Storage				100	100
813	1	Storage, Student				40	40
814	1	Restrooms, Student - Male/Female				60	60
		SUBTOTAL NET SQ. FT					940
		6% FOR MECHANICAL					56
		TOTAL NET SQ. FT.					996
		27% FOR GRADES PRE-SCHOOL THROUGH GRADE SIX					269
CIRCULATION, WALLS,ETC.		32% FOR MIDDLE SCHOOL					---
		34% FOR HIGH SCHOOL					---
		TOTAL GROSS SQ. FT.					**1,265**

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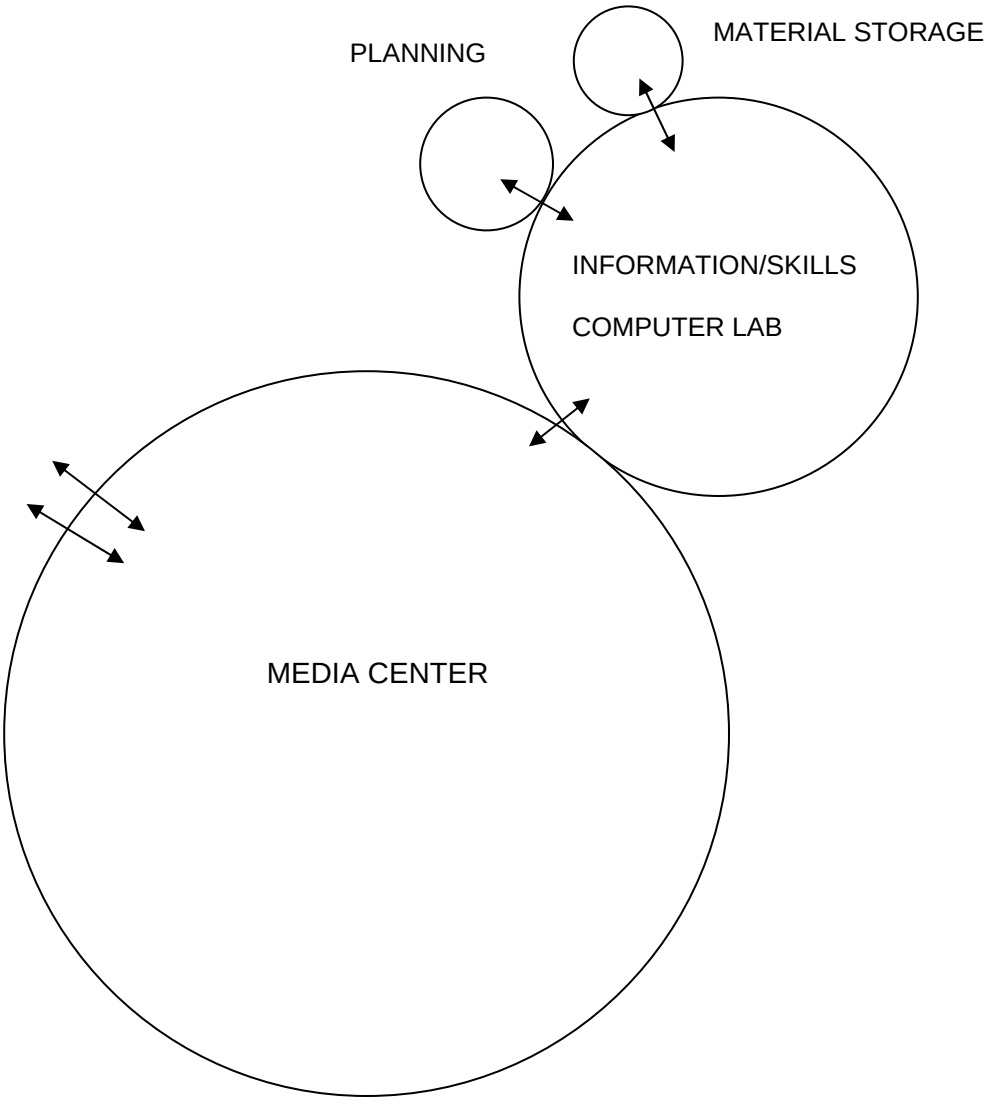
SPACE RELATIONSHIPS

Primary Skills Lab



NOTE: MATERIAL STORAGE AND PLANNING MAY BE COMBINED

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VIII. PROGRAM FURNITURE AND EQUIPMENT REQUEST FORM
*Shown on drawings
#purchased and installed by contractor

Space or Area	Number of Items	Description of Furniture/Equipment Needed
LAB		
	*13	Computer Workstations, 6 ft. x 30 inch tables (Similar to Paragon Computer Lab Workstation, See attached drawing)
	*1	Teacher Workstation, 5 ft. x 30 inch Table
	2	6 ft. x 30 inch Tables
	12	Stackable Chairs at Tables
	23	Stackable Chairs at Workstations
	1	Document Camera
	*22	Computers for Students
	1	Computer for Teacher
	1	Laser Printer
	1	Color Ink Jet Printer
	1	LCD Panel
	1	Laser Videodisc Player
	1	Scanner
	1	V.C.R.
	1	Digital Video Camera
	1	Digital Still Camera
LAB (continued)		
	1	Modem, if needed (Number of workstations will change depending on the number of students served)
	*#1	All-in-One Smart Board (interactive white board) including an attached projector.
	*1	Sound enhancement equipment system including amplifiers, speakers and microphones.
TEACHER PLANNING/STORAGE		
TEACHER OFFICE		
	*1	File Cabinet, Four-Drawer, Lockable
	*1	Teacher Desk with One Lockable Drawer
	1	Teacher Chair
	1	Table: Round or Rectangular
	2	Chairs for Table
	1	Computer
	1	Printer

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IX. SPECIAL CONSIDERATIONS

- Windows

  For security, the windows should be placed high, near the ceiling so that the computers cannot be seen. The windows should be tinted to prevent glare.

- Built-in Cabinetry

  A. Built-in cabinets/shelving

  Two Tall Storage Cabinets 4 ft. x 8 ft. x 16 inches lockable with adjustable shelves with doors and recessed hinges.

  Shelving: One in classroom and one in the teacher planning 72 inches high x 72 inches long x 18 inches deep with adjustable shelves.

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

  B. Built-in Instructional Aids

  Two 8 ft. x 4 ft. Dry Marker Boards

  Two 4 ft. x 4 ft. Bulletin Boards

  Interchangeable board spaces for two 8 ft. x 4 ft. dry marker boards and two bulletin boards. Frieze area above whiteboard.

  Eight lineal feet of demountable map rail minimum.

- Other Considerations

  Computer Networking

  See Media Services

  Locate skills lab near media center