Recognition of Participants

Central Consolidated School District Board of Education
Lupita White - President
Matthew Tso - Vice President
Christina J. Aspaas - Secretary
Hoskie Benally - Member
Randy Manning - Member

Superintendent
Don Levinski

Educational Specification Committee
Don Levinski, CCSD Superintendent
Pandora Mike, CCSD Assistant Superintendent
Dr. Colleen Bowman, CCSD Director of Operations
Dr. Wynora Bekis, CCSD Director of Indian Education
Dennis Fieldsted, CCSD Buildings and Construction Coordinator
Rich Nussbaum, CCSD Technology Coordinator
Eric James, CCSD EPO Coordinator
Steve Carlson, GBW Principal
Melissa Robert, RNB Principal
Bill Sprick, PSFA Facilities Master Planner
Kelly Jernigan, PSFA Regional Representative

Staff Participants
Jon Austria
Noel Smith
James Preminger
Ariel Nez
Joy Atanasoff
Shawna Lee
Sandra Edwards
Tara Walraker
Veda Glover
Wils Wisley
Cynthia Nystrom
Gary Showers
Ana Camela Escalante
Glynna Francisco
Mary Fulton
Connie Alley
Heather Pilcher
Martha Barker
Wendy Hunt

Advisory Committee
Kathy Smiley
Juanita Begay
Richard Taylor
Fred Hatathlie
Nathan Bloomfield
Melissa Roberts
Don Hornbecker
Cindy Theodore
Parnette Dinu
Linda James-Williams
Alfonzo James
Angela Sloan
Eric James
Lara Costner
Recognition of Participants

Dr. Benedict
Eric James
Lara Costner
Cliff Costner
Elaine Benally
Margene Purcella
Larissa Pioche
Lenora Williams
Lyn Laria Dixon
Randy Mason
Dennis Fieldsted
Steve Carlson
Colleen Bowman
Samuel Constant

Jason Andrea
Phil Kasper
Rick Nussbaum
Willard Billey
Carolyn Heslop
Lindsey Haws
Gloria Henderson
Fred Hatathlie
Christina Aspaas
Heather Pitcher
William Sprick
Kelly Jernigan
Kathy
Shane Purcella

Student Participants
Jaiden Hewey
Tyler Zamby
Areli Saunders
Wade Hatch
Shyla Dobbs
Brianna Switzer
Jayden Guillbry
McKenzy Cline
Heather Wheeler
Serenity Walker
Naomi Slowtalker
Jewel Thomas
Ryleigh Slone
Aisha Ramone
Cameron Crawford
Jevon Begaye
Miguel Piethyboy
Shalaney Smith
Nesser Carlo
Orion Goodluck
Jade Henry
Autumn Harrison
Tyrel Padilla
Roland Shorty
Therrik Bekise
Cito Le Valdo

Kyonnie Cleveland
Savannah Ventillie
Autumn Peterson
Aaliyah Wagner
Alason Nockideneh
Kamara Decker
McKayla Denetdeal
Dakota Santee
Carolyn Thomas
Alyssa Blackwater
Timothy Horsley
Dustin Littletree
Melissa Ibarra
Nyla Beach
Jason Kiester
Shawn Clitso
Derrick Russell
Mariah Lee
Dyaminic John
Chante Clinchers
Cassidy Boy
Kaliedyah Boyd
Monique Skim
Angelinda Hernandez
Joshua Belin
Brooklyn Matthews
Recognition of Participants

Emily A. Bingham  Caitlyn Todacheemy
Katie Parsons  Anthony Sanders
Starla Martinez  Aaron Begay
Adam Gregg  Guillermo Garcia
Kiara Yazzie  Joshua Smith

Community Participants
Danny Yap  Pandora Mike
Don Thornbecker  Juanita Begay
Eve James  Richard Taylor
George Schumpett  Cindy Theodore
Elvira Dobbs  Parenette Pinu
Tara Walraker  Linda James-Williams
Ammy James  Abena McNeely
Lisa Hale-Blue Eyes  Brenette Pine
Donny Blue Eyes  Phyllis Pine
Susan Guillory  C. Thomas
Carmelita Lowe  Jennifer Martinez
DeWayne Whipple  Linda Weiss
Sandy Edwards  Shawna Becenti
Byron Manning  Sandy Hawkins
Randy Manning  Dr. Tason
Smaka Marla
Allison Henry

NM PSFA Representatives
William Sprick, Facilities Master Planner
Kelly Jernigan, Regional Manager Representative

Planning Professional

1717 Louisiana Blvd. NE, Suite 205
Albuquerque, New Mexico 87110
Phone: 505-821-0235
SECTION 0

Executive Summary

EXECUTIVE SUMMARY

Section 1
PSCOC Award Consistency

Kirtland Area Elementary School
PSCOC 2013-2014 Standards Based Capital Outlay Awards - July 25, 2013

Educational specifications and utilization/infrastructure study to renovate/replace existing facilities, combining the K-3 grade students from Ruth N. Bond ES with the 4-6 grade students from Grace B Wilson ES into a single school on the Ruth N Bond site. The district may return for out-of-cycle planning and design funds to replace the facilities to adequacy for 715 students grades K-6, based on the outcome of the study and approval of consolidation by the District School Board and by the Public Education Department. The District is required to update their Facility Master Plan to reflect the new grade configurations at the elementary schools.

Consistency and Compliance with the District’s Facility Master Plan
The project to replace / renovate Grace B. Wilson and Ruth N. Bond elementary schools, is compliant with the 5 year FMP adopted by the Central Consolidated School District School Board on January 18, 2011.

Replacement / renovation will help resolve adequacy issues at CCSD. The new elementary school will replace outdated facilities, standardize grade configuration of Kirtland area elementary schools, combine two small schools into one K-6 school and modernize the schools to 21st Century technological standards.

Process to Arrive at Educational Specification
Central Consolidated School District undertook the development of the new Kirtland area elementary school educational specification by including all partners. During the educational specification process, the District solicited input through a variety of methods. Those methods consisted of gathering data and input from all stakeholders and partners through questionnaires, individual interviews and committee meetings. The data and input was reviewed and discussed through a series of meetings with stakeholders and partners from which decisions concerning the project were made.

Two committees were organized from the partners and stakeholders; the Advisory Committee and the Educational Specification Committee. Both committees included members from the state, District administration, faculty, department heads and staff. The Advisory Committee also included community members.

The Advisory Committee had the task of reviewing information about Kirtland area elementary schools, generating goals and recommendations for spatial relationships, understanding the requirements of the project to construct a new Kirtland area elementary school, and providing input to the Educational Specification Committee and CCSD School Board.
Executive Summary

The Educational Specification Committee was responsible for developing the final recommendations for School Board consideration. The committee worked closely with the CCSD School Board, to provide guidance to the Advisory Committee, review all documents for accuracy, correlate all information acquired during the meetings and make a final recommendation to the CCSD School Board.

Project Insight
The District decided, with the State, and community to replace Ruth N. Bond ES and Grace B. Wilson ES and replace with one new K - 6 facility on the Ruth N. Bond ES site.

RNBES has 62,769 permanent square feet (sf), which is approximately 10,186sf over NM Adequacy Standards (NMAS). GBWES has 53,816 permanent sf, which is approximately 16,060 sf over NMAS. The total RNBES and GBWES permanent facility square footage combined is 116,585sf, which is approximately 18,330sf over NMAS.

<table>
<thead>
<tr>
<th></th>
<th>Total Existing Square Footage (Permanent)</th>
<th>NMAS Recommended Square Footage</th>
<th>Approximate Square Footage Over NMAS</th>
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<tr>
<td>Ruth N. Bond</td>
<td>62,769 sf</td>
<td>52,703 sf</td>
<td>10,186 sf</td>
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<tr>
<td>Grace B. Wilson</td>
<td>53,816 sf</td>
<td>35,486 sf</td>
<td>18,330 sf</td>
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</table>
Section 2  
Educational Program and Delivery System

**Instructional Program**
The primary objective for the development of the new Kirtland area elementary school educational specification document is to establish a basic plan that will allow the District to align their existing and future district school facilities with their district wide educational program and be efficient and effective. Central Consolidated School District (CCSD) is committed to providing its students equal educational opportunities throughout the District.

The District has implemented Common Core State Standards (CCSS) into their curriculum. The District is in the process of designing their school facilities to support this curriculum. This includes:

- 21st Century Education:
  - Collaboration
  - Effective Communication skills
  - Utilization of Technology / Multi - Media
  - Integration of Information from Various Sources

In alignment with these goals, the District wants the new Kirtland area elementary school to be a flexible facility with easy access to technology throughout including libraries / media center (s), cafeterias and classroom spaces.

**Anticipated Changes to Instructional Program**
The primary change in the instructional program at the new Kirtland area elementary, will be enrolling K - 6th grade students in one school, instead of the current configuration of K - 3rd at RNBES and 4th - 6th at GBWES.

Section 3  
Student Enrollment

**Factors affecting CCSD Enrollment**
Most Kirtland area elementary schools are experiencing enrollment growth for the 2013-14 school year. This is similar to neighboring school districts in San Juan County. The apparent growth is fueled by recent influxes of families with young children into the area. Each of the Kirtland area elementary schools have increased enrollment except for Grace B. Wilson ES which decreased by approximately 18 from 2012-13 to 2013-14.

**Total RNBES Historic and Projected Enrollment**
The following graph illustrates the 2013 CCSD FMP Update projected enrollment at RNBES. RNBES enrollment projections indicate that K - 3rd grade enrollment should remain stable between 400-450 students through 2017-18.
Executive Summary

Grace B. Wilson Elementary School Total Historic and Projected Enrollment

The graph below of GBWES enrollment projections, indicates that 4th-6th grade enrollment should remain stable between 250-275 students through 2017-18.

Current Year Enrollment

According to PED, the official 40 day count of 2013-14 for Ruth N. Bond ES enrollment was 398. This is shy of the anticipated projected enrollment for this school year. Enrollment for Grace B. Wilson ES was 255. This is very close to the projected enrollment from the FMP Update. Combined enrollment for the two schools is 653 students.

Potential Combined School Enrollment

FMP Update enrollment projections point to a stable enrollment for both schools. With these projections, the new Kirtland area school’s enrollment would be approximately 700 students K - 6th grade.
Executive Summary

Section 4
Facility Goals / Concepts

Central Consolidated School District Advisory Committee Goals and Objectives
Concepts detailed in Section 4 reflect the goals and objectives for the new Kirtland area elementary school agreed upon by the Advisory Committee. They are:

Safety
• The new Kirtland area elementary school should be a facility that is safe and secure.
• Safe entrances
• Limited access to the site and facility
• Control of vehicular traffic in and around the site
• Safety first - Provide a safe and secure environment so that the students and staff are comfortable and engaged in the teaching / learning process.

Cost Effective
• Long term cost savings
• Size Right facilities
• Maximum utilization of spaces
• Plan for the future
• Utility savings wherever possible

Technology Friendly
• Media and Technology for 21st Century
• Supportive of Common Core State Standards (CCSS)
• Technology available throughout the facility
• Technology Upgrades

Sustainable Building Envelope
• Cost Effective
• Energy efficient fixtures
• Natural light
• Weather protection
• Inviting and welcoming design
• Architectural expression of local culture

Efficient, Effective HVAC and Building Systems
• Energy efficient
• Modern HVAC
Executive Summary

**Designed Support Common Core and New Learning Modalities**
- 21st Century Learning
- Technology in the classroom
- Variety of seating arrangements
- Facilities for special programs

**Flexibility of Classroom Layout and Interior Building Layout**
- Expandable and flexible
- Classrooms with ample storage
- “Life Skills’ facilities for students with special needs
- Flexible spaces such as library / media center and outdoor areas
- Facility supporting “Fit For Life” physical fitness and healthy choices

**Supervised Interaction of Students**
- The new Kirtland area elementary school should have a playground that has many play stations and a variety of play areas for all age groups
- Student commons areas with adjacencies to administration spaces for effective student supervision
- The Kirtland area elementary school will incorporate Fit for Life concepts of health and well being into the new facility.

**Community Use**
Community access after school to:
- Cafeteria
- Library / Media Center
- Gymnasium
- Community/Culture - Friendly/Inviting
- Supports/promotes community involvement and culture

**Section 5**
**Space Requirements**

**Capacity**
During the 2013-14 PSCOC application process, enrollment history and projections from the 2010-2015 FMP were reviewed for the entire Kirtland area. The 2013-14 student population at Kirtland area elementary schools was 1,672 Kindergarten through 6th grade with projections reaching 1,800 students by 2017. The 2013-14 student population at Ruth N Bond ES was 398 Kindergarten through 3rd grade with projections reaching 430 by 2017. The 2013-14 student population at Grace B Wilson ES was 255 4th through 6th grades with the projections reaching 270 by 2014. The total student population on the shared site was 653 students with projections reaching 700 by 2017.
It was determined by the District and PSCOC / PSFA that the project to replace / renovate the existing elementary school facilities at RNB and GBW ES would be sized for 715 kindergarten through 6th grade students. This takes into account the projected increase in student population of the Kirtland area.

**Overall Elementary School Footprint**

- Existing Ruth N Bond ES Footprint: 62,769sf
- Existing Grace B Wilson ES Footprint: 53,816sf
- Total Existing K - 6th Facility Footprint on Campus: 116,585sf

- NMAS Recommended School Footprint: 715 student capacity at 117 sf / student: 83,998sf
- New Kirtland Area Elementary School Footprint: 88,011sf
- Grandfathered SF: 7,102sf
- Total New Kirtland Area ES to Adequacy Standards: 80,909sf
- Square Footage in excess of NMAS Recommendations: -3,089sf
- Total New Construction: 75,974sf
- Total Renovated Existing Facility to Remain: 15,020sf
- Overall Reduction of Campus Footprint: 25,591sf

The overall reduction of square footage on the RNB and GBW ES campus should result in a savings to the District of approximately **$153,500** per year in utilities and maintenance.

Under this project, in addition to the 75,974sf of new construction, there will be approximately 15,020sf of renovation work, including the existing gymnasium, music room, and associated support spaces.

**Utilization of Space**

As previously stated, Ruth N Bond and Grace B Wilson Elementary Schools share the same campus. They do not share facilities; however they do share special programs instructors, counselors, and support staff. This has created under-utilized space at both facilities and inefficient use of personnel time traveling between the two schools. The District used this educational specification process to identify the areas that could be improved and achieve the goal of providing efficient and effective facilities that support the educational program. Utilization of both RNBES and GBWES were analyzed and a proposed utilization for a new combined elementary school based on RNBES and GBWES projected enrollment was developed.
Executive Summary

Current RNBES Utilization:
33 available instructional spaces
Utilization rate of 58%
= Facilities are under-utilized resulting in funds spent unnecessarily on utilities and maintenance

Current GBWES Utilization:
25 available instructional spaces
Utilization rate of 44%
= Facilities are under-utilized resulting in funds spent unnecessarily on utilities and maintenance

Proposed New Kirtland Area Elementary School Utilization:
Reduction of instructional spaces from 58 to 46
Increase in utilization to 74%
= Facilities that are utilized efficiently resulting fund savings for CCSD

Basic Site and Building Relationships
This section contains two options with diagrams for both basic site and building relationships.

The basic site relationships are separated into four distinct categories:
- Safe Access
  Clear separate entrances for vehicular, pedestrian, bus and delivery access
  Separate parent pick-up and drop-off from other traffic
- Parking
  Separate parking areas for parents, visitors and staff
- Security
  Visual access to main entrance and site access entrance
  Funnel visitors to main facility entrance
- Playground
  Separate playgrounds for different age groups
  Adjacent to classrooms

The basic building relationships are separated into three distinct areas; the school support spaces, Kindergarten - 3rd grade, and 4th - 6th grade. Some of the considerations for building relationships are:

- Separate the school into two areas; K - 3rd area and 4th - 6th area
- Keep the feel of small school in a big school environment
- Scheduling will be key for utilization of shared spaces such as gymnasium, music, special education and bilingual spaces
- Cafeteria will be physically separated to serve younger and older students simultaneously
- Two libraries / media centers will serve K - 3rd and 4th - 6th respectively
- Culturally sensitive design available to the local community
Executive Summary

Section 6
Space Characteristics

Criteria sheets detailed in Section 6 provide general information based on PSCOC NM Adequacy Standards (NMAS), in two sections:

• **Instructional Space Characteristics**
  
  **General Classrooms**
  - Adjacencies to library / media center, playgrounds and cafeterias
  - Supportive of 21st century learning with flexible and technologically capable spaces
  
  **Specialized Classrooms**
  - Special Education
  - Computer Lab K - 3rd grade
  - Physical Education instruction in existing RNBES gymnasium
  - Music instruction in existing RNBES music room

• **Support Characteristics**
  
  **Site**
  - Parking
  - Entrances
  
  **Physical Education / Outdoor spaces**
  - Playgrounds for different age groups
  - Social / commons areas
  - Existing nature trails enhanced
  
  **Library / Media Center**
  - Two libraries / media center (s) for K - 3rd and 4th - 6th
  - Flexible spaces with areas for small group collaboration, presentations, specialized instruction, technology instruction, testing and various informational resources contained within
  
  **Food Service**
  - Two cafeterias with adjacent Kitchen
  - Separate areas within for simultaneous serving of younger and older students
  
  **Administration**
  - Located at front of facility with visual access to parking lot and facility main entrance.
  - Contains principal offices, reception, counselor, parent room, teacher work room
  
  **Health Services**
  - Located close to administration
  - Separate entrance for medical emergencies and medically fragile students
  - Rest area and area for visual and audiological examinations
  
  **Building Services**
  - Electrical
  - Mechanical
  - General Storage and Maintenance
Section 7
Project Budget

There are several factors that were considered when developing the probable project costs associated with this project:
- Scope of Work
- Size of Project
- Site Location
- Existing Site Conditions
- Existing Site Utilities
- Renovation of Existing Facilities
- PSFA Facilities Assessment Database (FAD)
- New Construction
- Need for Temporary Facilities
- Demolition of Existing Facilities
- Local Economic Conditions
- Project Schedule

In 2013-14 CCSD sought PSCOC / PSFA participation in a $25,000,000 replacement / renovation project for its RNB AND GBW ES campus Kindergarten through 6th grade students.

Probable Project Cost:
- Original Probable Cost of the new Kirtland area ES Project: $25,000,000
- CCSD anticipated share of Original New Kirtland Area ES Project @39%: $9,750,000
- PSCOC anticipated share of Original New Kirtland Area ES Project @61%: $15,250,000

At the end of the educational specification process the probable cost for this project remained at $25,000,000.

Section 8
Additional Information

1. Meetings
   - Power Point Presentations
   - Sign In sheets
2. Surveys
   - Individual Surveys
   - Survey Summaries
3. RNBES & GBWES Student and Parent Handbook
4. CCSD Technology Plan
5. RNBES IT Map
<table>
<thead>
<tr>
<th>Acronym/Definition</th>
<th>Description</th>
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<td>Adequacy Standard</td>
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<td>Audio/Video (room, closet)</td>
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<td>Book Room</td>
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<td>GSF</td>
<td>Gross Square Feet, or the sum of the net assignable square feet plus all other building area that is not assignable.</td>
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<td>ITV</td>
<td>Interactive Television</td>
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<td>Janitor's / Custodial Closet</td>
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<td>Hall</td>
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<td>KIT</td>
<td>Kitchen</td>
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<td>KES</td>
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<td>Lobby</td>
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<td>Media Storage</td>
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<tr>
<td>N</td>
<td>Nurse</td>
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<td>NASF</td>
<td>Net Assignable Square Feet, or building area that can be assigned to specific task, not including building circulation, wall thickness, mechanical equipment and toilet facilities</td>
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<td>NMAS</td>
<td>New Mexico Adequacy Standards</td>
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<td>OAES</td>
<td>Ojo Amarillo Elementary School</td>
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<td>PE</td>
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<td>PED</td>
<td>Public Education Department</td>
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<td>PER</td>
<td>Personnel Office</td>
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Acronyms/Definitions

PERM – Permanent building
PLC - Professional Learning Communities
PORT – Portable Building
PSCOC – Public School Capital Outlay Council
PTR – Pupil to Teacher Ratio
PSFA – Public School Facilities Authority
REF – Refrigerator
RNBES – Ruth N. Bond Elementary School
SB – Sport’s Booth
SCI – Science (room, lab)
SEAT – Seating (area)
SS – Social Studies
SF – Square Feet
SHWR – Shower (area)
SLP – Speech / Language Pathology
SPED – Special Education
SQFT – Square Feet
S/R – Secretary / Receptionist
SRVC – Service (area)
SRVG – Cafeteria Serving (room, area)
SS – Social Studies
State FCI – State Facilities Condition Index
State ID – State Building Identification Number
STG – Stage
STO - Storage
SUP – Supply (room, closet)
T – Toilet (unisex)
TARE – The area allowing circulation, space for electrical, mechanical, bldg and tech systems, toilets and wall thickness
V – Vault
VE – Vestibule
VOC – Vocational (room, lab)
W – Women’s Toilet
WAIT – Waiting (area, room)
WR – Work Room
WTS – Weight Room
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