

Fremont City Schools  
PROGRAM OF REQUIREMENTS (POR) MEETING  
Tuesday, December 9, 2008  
8:30 a.m.

**Attending:**

Dr. Traci McCaudy	Marc Glotzbecker	Curt South, Fanning/Howey
Dave Chambers	Christine Opelt	Dr. Kim Theller
Tim Cullen	Cheryl Schell	Tony Walker
Jim Fails	Rhonda Schmidt	Steve Wilczynski, Fanning/Howey

A. General Information: The purpose of the POR is to best determine how to use the 124,049 square feet (SF) of building space.

1) Enrollment projection figures, using current headcount of grades K-5 were reviewed through school year 2013-2014.

2) The challenge will be to look into the future to determined needed space.

3) Steve Wilczynski stated that the POR is the first stage of the process where numbers can be changed/manipulated. Some program area requirements are locked in while others are flexible. Once this stage is complete, the project moves to concept design.

4) Curt South stated the goal is to get the Difference of SF developed from SF allowable (454 SF) to 0 and turn this worksheet into OSFC and the construction manager to review. The first round of drawings will be produced in April 2009.

B. Worksheet review by page:

1) Page 2200-1: Building Services involves mechanical rooms and restrooms.

2) Page 2200-2, Academic Core Spaces:

a. Middle School Classroom quantity was changed from 30 to 32; this was determined due to concern of projected enrollment in 2012-2013 of 1013 total. The size of the classroom at 810 SF was determined to be appropriate and is the minimum size allowed.

b. Project Laboratory quantity was reduced from 10 to 9. The original 10 allowed for one room to be used for art class.

c. Teacher Prep Area, Instructional Material Storage, and Small Group Room, (quantity 3 each): one per grade level. Individual Restroom (stool, lavatory) is considered the staff restroom and there will be 2 per grade level (men's, women's).

3) Page 2200-3, Special Education Spaces:

a. The self-contained classroom size was reduced from 900 SF to 810 SF.

b. The Special Education/Resource room at 900 SF is divisible with an “operable wall” and there is one per grade level.

c. The Restroom/Shower is usually attached to the self-contained classroom.

d. Special Education Spaces need to be further discussed.

4) Page 2200-4, Administrative Spaces:

a. The Reception Area/Secretarial Area was a concern; Steve Wilczynski reviewed this space and it was determined to have ample space.

b. Size of principal’s offices was addressed, with the thought that parent meetings are held in the offices and adequate space is required. This is an area which will need further discussion, along with the area referenced in item c. below.

c. The In-School Assignment (Suspension) room, versus an additional conference room, was discussed. Alternatives will need to be discussed.

d. The 50 SF restroom is considered a staff restroom; the Health Clinic will have it’s own restroom. The Family Restroom, although included with Administrative Spaces, is actually a public use restroom located near the gymnasium or cafeteria.

5) Page 2200-5, Media Center Spaces:

a. Along with the 4 Computer Labs, there will be computer space in the library.

b. The Multimedia Production Room is a multi-purpose room where TV production, film production, and small project completion can be housed.

c. Storage units in the A/V Storage room can be considered a possible option.

d. It was determined that a Media Specialist Office was needed and should be added.

6) Page 2200-10, Physical Education Spaces: The gymnasium is divisible for 2 P.E. classes, and can contain one regulation court with significant bleacher seating. Court space for extra-curricular sports was a concern. This area requires further discussion.

7) Page 2200-7, Music Spaces:

a. Vocal room: can this be decreased in size?

b. General Music: can this class be conducted in the band room? Will the requirement for general music remain the same in the future or will another class in the arts suffice?

C. Items to be further discussed at an in-house meeting on Friday, December 12<sup>th</sup> at 10:00 a.m.:

1) Grade 6

- 2) Special Education
- 3) In-School Assignment versus Conference Room
- 4) Gymnasium
- 5) Music Rooms

D. Allowing for POR meetings to remain at no more than 90 minutes, the next POR Meeting will be held on Tuesday, December 16<sup>th</sup> at 8:30 a.m.

Respectfully Submitted,

Faye Eishen, Recorder