New Mexico Public Education Commission

Charter School Renewal Application

Part E: Facilities

Charter Schools Division
Public Education Department
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Santa Fe, NM 87501
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Approved by the Public Education Commission: March 18, 2022

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Instructions

Please read the entire Charter School Renewal Application Kit before preparing documents. In an effort to help applicants understand the requirements of the Renewal Application, the CSD will hold a minimum of two technical assistance workshops. Applicants will be notified of the dates, times, and locations of the workshops.

Enter applicant responses in boxes below. Answer all questions unless the question indicates that applicants should answer only under certain conditions (e.g., rating on a Performance Framework indicator requires explanation, etc.). Narrative responses should be verifiable through documents submitted or observable evidence at the renewal site visit.

School Information

Name of School: South Valley Preparatory School

Facilities Narrative

Provide a description of the charter school facilities. Enter applicant response in box below:

School Response: South Valley Preparatory School moved into its current facility in July of 2018. The building was vacated by another Public Education Commission (PEC) authorized charter school whose charter was not renewed. In March of 2019, the lease agreement with option to purchase was re-assigned to South Valley Preparatory School. This building had received an E-Occupancy and weas approved by the Public Schools Facilities Authority (PSFA) as a facility that is compliant with requirements of Section 22-8B-4.2 NMSA 1978. In April of 2019, nearly one (1) year after moving into the current location, South Valley Preparatory School was able to pay-off the remaining balance purchase price and was provided the warranty deed.

The building located at 2551 Karsten Court SE, Albuquerque NM 87102 has provided students, staff, and families with just over 20,000 square feet of space. The building has eight (8) typical-sized classrooms, one (1) oversized classroom used as the science lab, seven (7) offices with two (2) used for 1:1 and small group instruction/therapies. The school also has office lobby space, a health assistant room, a common area/library, as well as a multipurpose large enough to hold PE classes, serve as a cafeteria, and meeting space for family/staff gatherings. South Valley Preparatory School also has a fully functioning kitchen with a walk-in refrigerator/freezer. South Valley Preparatory School leases the lot adjacent to the north

at 2451 Karsten Court. The lot is used for outdoor learning, recess, physical education as well as a drop-off/pick-up spot for families.

A new facilities master plan (FMP) is currently being developed with assistance from Visions in Planning, Inc. The plan is under consideration for the Public Schools Facilities Authority (PSFA) FMP assistance award. The school's most recent FMP is dated 2020-2024 (see appendix E-3).

Appendices

Include the following appendices as PDFs, using the following naming conventions. In place of "School Name" please use a short form of the school's name, with the same form used consistently for all appendices.

	File Name	Documentation
E-1	E-1 E-Occupancy School Name	E-Occupancy Certificate
E-2	E-3 Lease Agreement School Name	A copy of the facility lease agreement, if applicable
E-3	E-4 Facility Master Plan School Name	Facility Master Plan

Stewart File No. 01147-52357GT

WARRANTY DEED

Friends of ATTCHS, Inc., a New Mexico nonprofit corporation

for consideration paid, grant(s) to

South Valley Preparatory School, a New Mexico public charter school

whose address is: 2551 Karsten Court SE, Albuquerque, NM 87102

the following described real estate in Bernalillo County, New Mexico:

Lot numbered Four-A (4-A) of Broadway Industrial Center Subdivision, Unit 3, City of Albuquerque, Bernalillo County, New Mexico, as the same is shown and designated on the plat thereof, filed in the office of the County Clerk of Bernalillo County, New Mexico, on October 19, 1999, in Plat Book 99C, Page 290.

Subject to patent reservations, restrictions and easements of record and to taxes for the current year and years thereafter.

with warranty covenants.

Witness this 23rd day of April, 2019

FRIENDS OF ATTCHS, INC., A NEW MEXICO
NONPROFIT CORPORATION

By: Joaquin Chavez, President

State of New Mexico
County of Bernalillo

This instrument was acknowledged before me on 23rd day of April, 2019 by Joaquin Chavez, President of Friends of ATTCHS, Inc., a New Mexico nonprofit corporation.

Darla A. Martinez
Notary Public

My Commission Expires: 3/14/2020

OFFICIAL SEAL
Darla A. Martinez
NOTARY PUBLIC
STATE OF NEW MEXICO
My Commission Expires: 3/14/2020

Printable page

PARID: 101405544343510711
SOUTH VALLEY PREPARATORY SCHOOL, 2551 KARSTEN CT

Class

Class	Non Residential
Tax District	A1A

Current Owner

Owner	SOUTH VALLEY PREPARATORY SCHOOL
Owner Mailing Address	2551 KARSTEN CT SE
Unit	
City	ALBUQUERQUE
State	NM
Zip Code	87102 5083
Other Mailing Address	

Ownership for Tax Year Selected

Tax Year	2024
Owner Name	SOUTH VALLEY PREPARATORY SCHOOL
Owner Mailing Address	2551 KARSTEN CT SE
Unit	
City	ALBUQUERQUE
State	NM
Zip Code	87102 5083
Other Mailing Address	

Description

Location Address	2551 KARSTEN CT SE
City	ALBUQUERQUE
State	NM
Zip Code	87102 5069
Property Description	LOT 4-A PLAT OF LOTS 4-A AND 4-B BROADWAY INDUSTRIAL CENTER SUBDIVISION UNIT 3 (BEING A REPLAT OF LOT 4 UNIT 3)
Public Improvement District	
Tax Increment Development Districts	

Document

Document #:	2019032868 042319 WD - ENTRY BY JS 051519 CODED BY LV 042519

Real Property Attributes

Primary Building SQ FT	25718
Year Built	1984
Lot Size (Acres)	1.1676
Land Use Code	OFFICE/WAREHOUSE

Style

Manufactured Home Attributes

Make :
License :
VIN :
Year :
Size :

SOUTH VALLEY PREPARATORY SCHOOL

5-Year Facilities Master Plan/ Educational Specification

FINAL • 2020-2024 • # 5403

GS ARCHITECTURE

SECTION 0

Charter School Overview

SOUTH VALLEY PREPARATORY SCHOOL (SVPS) CHARTER SCHOOL

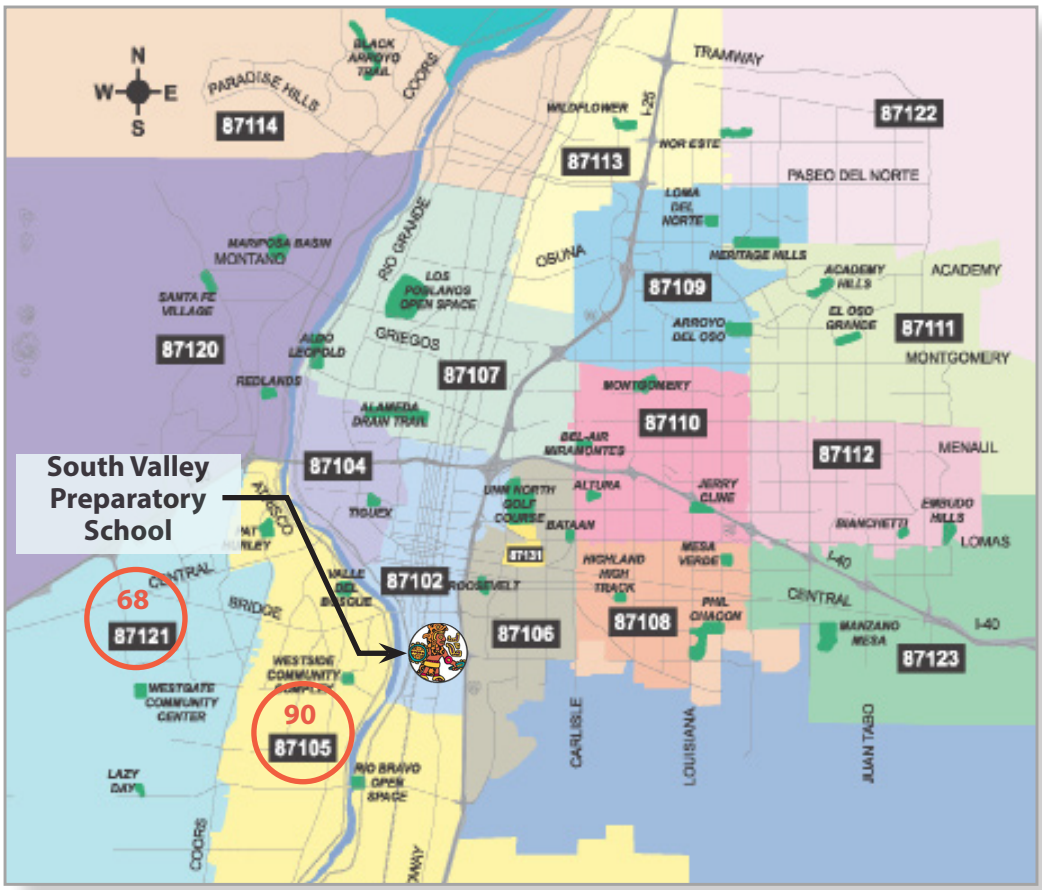
Charter Agreement

South Valley Preparatory School (SVPS) Charter was originally granted charter designation by the state of New Mexico in 2009 and was approved to open its doors on August 19, 2010. The school's charter was renewed for a term of five years effective July 2015 to 2020. The school's charter was renewed again in 2020 for another five year term.

South Valley Preparatory School Service Area

South Valley Preparatory School is located on the south side of Albuquerque in the San Jose neighborhood. It is within the Albuquerque Public School District service area. The SVPS address is 2551 Karsten Court SE, Albuquerque, New Mexico, 87102. While students in and out of the APS district may attend SVPS, most of SVPS students reside in the immediate neighborhoods surrounding the school.

Approximately 92 percent of SVPS students reside in the 87105 and 87121 zip code areas of Albuquerque. The remaining reside in the zipcodes near the school as shown on the map below. The total students from each zip code is indicated in red text. Zip codes with 10 or less SVPS student residents are not shown.



SECTION 0

Charter School Overview

Charter School Enrollment Cap

South Valley Preparatory School serves students from 6th to 8th grade. Currently, the enrollment capacity is 156. Starting the 2020-2021 school year, SVPS enrollment capacity will increase to 210 students. Their current facility can support its enrollment capacity; however, to adequately meet this enrollment the school has recently modified some of its classroom spaces. Furthermore the school has the capacity to support more students if classrooms are added or the adjacent building is leased/purchased by the school.

Acknowledgement Statement of New Mexico Adequacy Standards

State wide Adequacy Standards NMAC 6.27.30

South Valley Preparatory School is aware that they do not comply with all New Mexico Adequacy Standards (NMAS). The areas where SVPS does not meet NMAS include:

Student Health - No dedicated space
Cafeteria - Below Standards
Library - Below Standards
Gymnasium - The school has a multi-purpose space that is also used as cafeteria
Network Distribution - Below Standards
Technology Support - Below Standards
Playfield - Below standards

Charter - Alternative School Statewide Adequacy Standard Variance

South Valley Preparatory School uses alternative delivery methods to provide students with public school services that are not available within SVPS facilities or do not meet New Mexico Adequacy Standards.

SECTION 0

Charter School Overview

SOUTH VALLEY PREPARATORY SCHOOL (SVPS) FMP/ED SPEC PARTICIPANTS

SVPS Governing Council Adoption

The SVPS Governing Council adopted the FMP/Educational Specification on July 23, 2020.

Bernadette Frietze- Chair
Jess Wiltamuth - Member
Monica Aguilar - Member
Michaela Trujillo - Member
Brian Ver Ploegh - Member

SVPS Staff and Faculty Participants

Charlotte Trujillo - Principal
Alfred Martinez - Business Manager
Ramona Blea
Greg Webb
Jamie Munsey

PSFA Representatives

John Valdez, Master Planner / PSFA

Planning Professional

Marilyn Strube, Head Planner
Gabriela Ochoa, Planner
Pablo Lituma, Planner
Daniel Duran, Intern

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Charter School Overview

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SECTION 1: GOALS AND PROCESS

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SECTION 1

Goals / Process

1.1 GOALS

1.1.1 School Mission and Vision Statements

Mission

The mission of South Valley Preparatory School is to provide a small, safe and unique family learning community where students are prepared for high school and beyond.

The South Valley Preparatory School staff works diligently to support a family learning environment.

"We believe that all students can learn and that all students have the right to a quality education. At South Valley Prep, we support the academic, social and emotional growth of each child. In addition, we support the learning, growth and cultural identification and self-determination in a variety of ways. Our goal is to ensure your child will be successful beyond middle school in all aspects of life."

1.1.2 Educational Philosophy / Program of Instruction

South Valley Preparatory School is a state authorized charter middle school focusing on providing a small and safe learning community that sustains and maintains a sense of belonging for each student to ensure that all children have an equal opportunity to learn. South Valley Preparatory Middle School opened its doors on August 19, 2010. The journey to open South Valley Preparatory School began in 2008.

The curriculum at SVPS is rigorous, relevant and aligned with the current NM state adopted standards and includes a fine arts component. Students will loop within the same strand and with the same core team of teachers from 6th through 8th grade for certain content subjects. This will allow the core teachers to build upon and integrate content instruction for the same students each year while establishing and maintaining authentic relationships. The school counselor and homeroom teacher will work together to facilitate Advisory where students are able to address any academic, social and/or emotional needs as a group as well as individually. Both teachers

Goals / Process

and students will have multiple opportunities to integrate technology through teacher instruction and student projects. Students will receive explicit reading instruction based upon homogeneous grouping in 6th, 7th and 8th grades. See the graphic below for an example of the education programing for the school.

Educational Program

START OF DAY		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7 min	6, 7, 8			HOME ROOM (10 min: 5x)		
70 min	6, 7, 8			READING (70 min: 5x)		
70 min	6, 7, 8			LANGUAGE ARTS: Grammar & Spelling (70 min: 3x)		
70 min	6th	Social Studies	Science	Math	Social Studies	LANGUAGE ARTS Writing: (75 min: 3x)
	7th	Math	Social Studies	Science	Math	
	8th	Science	Math	Social Studies	Science	
50 min				LUNCH: (50min)		
50 min	6th	P.E. Advisory	Art	P.E. Advisory	Technology	- Alternative day -Service learning (4th Friday) -(early dismissal)
	7th	Advisory P.E.	Technology	Advisory P.E.	Art	
	8th	Art	Advisory P.E.	Technology	P.E. Advisory	
70 min	6th	Science	Math	Social Studies	Science	
	7th	Social Studies	Science	Math	Social Studies	
	8th	Math	Social Studies	Science	Math	
50 min	6th					
	7th			RTI		
	8th					
6 min	6, 7, 8			HOME ROOM (10 min: 5x)		
END OF DAY						

Serving the Community

All students will participate in Service Learning through SVPS Health and Wellness initiative that is implemented through weekly field trips that includes working at their local community farms. Students will develop and maintain authentic personal relationships between the teacher and student as a means of validating the importance of culture, identity, self-advocacy, and self-determination in a cooperative learning setting.

Goals / Process

1.2 PROCESS

1.2.1 Data Gathering and Analysis

The SVPS Governing Council commissioned the development of this 5-Year Facilities Master Plan (FMP) / Educational specification to serve as a reference and guide for South Valley Preparatory School.

It is recommended that this plan be reviewed yearly and modified as necessary to reflect the direction and accomplishments of SVPS. It is the responsibility of SVPS to review and revise the content of this FMP/Educational Specification a minimum of every 5 years.

Data Gathering

This document is based on data obtained through in depth interviews with the SVPS Principal, staff, faculty, Governing Council members, and visual assessments of the SVPS facilities.

The driving force behind recommendations made by the core committee and the community to the Governing Council was quality representation of the accumulated data. Through each phase of the process, participants were presented with data and information which they analyzed, discussed and from which they developed recommendations.

Committee members and the community were asked to provide insight behind the data that may be causing certain situations to develop in the SVPS area. Community members' insight is crucial in making strong recommendations of how the school will use funds towards capital projects that affect SVPS.

Participatory process

The planning process guides decision makers through an analysis of existing conditions, specifies roles of participants of the process, and outlines stages in the process. This process helps identify the roles for FMP/EdSpec Committee comprised of school administration, faculty, and staff, and FMP/ED Spec Parent Committee: Parent/Community members.

The Greer Stafford planning team conducted interviews with SVPS administration and staff. This information along with the data gathered was used by the FMP core committee as a basis for discussion of SVPS facilities. Initially, the FMP core committee had the task of reviewing information about the school facilities, understanding the requirements of a facility master plan/educational specification, and generating goals and recommendations for the school's facilities.

As the process advanced, the FMP/Ed Spec core committee worked closely with the SVPS Governing Council, reviewed all documents for accuracy, correlated all information acquired during the meetings, and made a final recommendation to the SVPS Governing Council. Ultimately, the Governing Council is responsible for approval of the final FMP/Ed Spec.

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Goals / Process

The school continuously seeks input from the local community and is aware of their concerns for the future of SVPS. The school actively engaged the community in a planning effort to obtain input on desired facility needs. Community input was gathered through community presentation and engagement with parents, students and staff. See appendix of meetings for details. A survey was made available online for staff and faculty to obtain input from April 14th to April 30th.

The following table lists all of the meetings and agendas in the FMP/ED Specification process. Refer to the Appendix on section five for sign in sheets, agendas and presentations used at each meeting.

South Valley Preparatory School
FMP/Ed Spec Process & Schedule

Participants	Meeting Description	Location	Date	Time
SVPS Core FMP Committee	Strategic Planning Mtg.: Review PSFA concerns; Establish FMP/Ed Spec Process & Schedule; Establish Roles & Responsibilities & Decision Making Process; Establish Committees; Discuss FMP/Ed Spec Goals; School Issues, Concerns & Needs	SVPS	9-Oct-19	2:00pm
GS Architecture	Interviews; Facility Assessments; FAD Review; Core Mtg.	SVPS	21-Nov-19	3:00 PM
Governing Council	Presentation on FMP/Ed Spec Process and Schedule	SVPS	21-Nov-19	5:00 PM
SVPS Parents meeting	Brief review of data, process, and background information. Gather input from parents, staff and students on school issues, concerns & needs	SVPS	4-Dec-20	5:30 PM
1st FMP Core Committee	Review & Discuss FMP/Ed Spec Process & Schedule; Review & Discuss Data & School Background Info; Input on FMP/Ed Spec Goals, Issues, Concerns & Needs; Review input from Parents Meeting; Develop Agenda for 2nd Core Committee Mtg	Virtual	7-Apr-20	10:00 AM
SVPS Community	Issue Community Survey; Available for two weeks	Online	14-Apr-20	5:00 PM
2nd FMP Core Committee	Review & Discuss FMP/Ed Spec Process & Schedule; Review & Discuss Data & School Background Info; Input on FMP/Ed Spec Goals, Issues, Concerns & Needs; Review of survey results; Review of school priorities and capital imrovement plan; Review FMP/Ed Spec Community/Governing Board presentation.	Virtual	18-May-20	1:30 PM
SVPS Governing Council	Review FMP/Ed Spec Priorities, Capital Plan	Virtual	15-Jun-20	1:30 PM
SVPS Governing Council	Adopt FMP/Ed Spec		23-Jul-20	5:00 PM

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Goals / Process

SVPS Governing Council Adoption

The SVPS Governing Board adopted the FMP/Educational Specification on July 23, 2020.

Bernadette Frietze- Chair
Jess Wiltamuth - Member
Monica Aguilar - Member
Michaela Trujillo - Member
Brian Ver Ploegh - Member

SVPS Staff and Faculty Participants

Charlotte Trujillo - Principal
Jamie Munsey - Assistant Principal
Alfred Martinez - Business manager
Ramona Blea
Greg Webb

PSFA Representatives

John Valdez, Master Planner / PSFA

Planning Professional

Marilyn Strube, Head Planner
Gabriela Ochoa, Planner
Pablo Lituma, Planner
Daniel Duran, Intern

1.3 ACRONYMS & DEFINITIONS

ADA – Americans with Disabilities Act
ADMIN – Administration
Building Efficiency – the ratio of net assignable square feet to gross square feet (NASF/GSF)
BBER – Bureau of Business and Economic Research (University of New Mexico)
BDCP – Broadband Deficiencies Corrections Program
BLDG – Building
CIP – Capital Improvement Project
ED SPEC – Educational Specification
ES – Elementary School
ESL – English as a second language
FAD – Facility Assessment Database
FCI – Facility Condition Index (see NMCI), a ratio of facility value to cost of improvements
FMAR - Facilities Maintenance Assessment Ranking
FMP – Facilities Master Plan
GIS – Geographic Information Systems
GSF – Gross square feet, or the sum of net assignable square feet plus all other building areas that are not assignable. This "left over" area is called "tare." Tare includes areas such as hallways, mechanical areas, restrooms, and the area of interior and exterior walls.
HB-33 – House Bill 33
HVAC – Heating, Ventilation and Air Conditioning
IEP – Individualized Education Plan
IT – Information Technology
LHSS – Life-Health-Safety-Security-ADA Code
MEC – Materials, Equipment and Commodities
MS – Middle School
NASF – Net Assignable Square Feet, or the total of all assignable areas in square feet
NMAS – New Mexico Adequacy Standards
NMCI – New Mexico Condition Index (see FCI)
Pre-K – Pre-Kindergarten
PE – Physical Education
PED – New Mexico Public Education Department
PSCOC – Public School Capital Outlay Council
PSFA – Public School Facilities Authority
PTO – Parent Teacher Organization
PTR – Pupil/Teacher Ratio
SB-9 – Senate Bill 9
SPED – Special Education
SQFT – Square Feet
STARS – Student Teacher Accountability Reporting System
STEM – Science, Technology, Engineering, Math
STEAM – Science, Technology, Engineering, Arts, Math
SVPS – South Valley Preparatory School
TARE – The area allowing circulation, space for electrical, mechanical, bldg and tech systems, toilets and wall thickness
TPC – Total Project Cost, or the total cost of the project including fees, moveable equipment, land acquisition (if any), administration, and contingencies

SECTION 2: EXISTING AND PROJECTED CONDITIONS

GS ARCHITECTURE

SECTION 2

Existing and Projected Conditions

2.1 PROGRAMS AND DELIVERY METHODS

2.1.1 Educational Programs and Facilities Overview

South Valley Preparatory School (SVPS) meets all requirements for graduation from NM Public Education Department. The school focuses its curriculum on the principle of small learning communities. The education program consists of a structure that provides specific blocks of instruction for students where the areas of focus include reading, language arts, math, science, social studies, service learning along with student advising and health are incorporated into the curriculum for students. These areas of focus aim to provide specific education focus for students with a cultural background that is unique in the South Valley community. The organization of the education structure also helps teachers gain professional development by allowing them time every fourth Friday, when all students have early release scheduled.

Proposed educational programs and facilities

South Valley Preparatory School would like to implement some changes in its educational program. A major change to the school's educational program is the creation of a Pre-K program that has been identified as a need in the SVPS community. To implement this program the school must first acquire the attached property to the south to create additional classroom space to house the Pre-K program.

The school did not identify any other anticipated changes in their educational programs during the time of this Facility Master Plan/Educational Specification.

Shared /Joint use facilities

South Valley Preparatory School does not share its facilities with other educational or public facilities; however, SVPS utilizes other public facilities located near the school for extracurricular and physical education activities. The students go to the Jack Candelaria Community Center, Herman Sanchez Community Center, and the Westside Community Center. The SVPS students also attend some special programs at the La Plazita and Los Jardines Gardens/Farms.

The facilities at SVPS are available for use by the community. All community access must comply with the SVPS Governing Council established policies related to community use of school facilities.

Instructional Organization

South Valley Preparatory School student body consists of grades 6th through 8th and is organized according to grade level. The number of classes in 2019-20 per grade level are:

Grade Level	2019-20 # Teachers
6th Grade:	4
7th Grade:	4
8th Grade:	4

Subjects: 6th - 8th	2019-20 # Teachers
Math	2
Humanities	3
Science	3
Art	1
Physical Education	1
Special Education	2

Existing and Projected Conditions

South Valley Preparatory School is looking to hire two full-time and one half-time teachers for when the school reaches its future charter capacity of 210 students. The following tables shows the anticipated distribution of teachers for the 210 students charter capacity.

Grade Level	2020-21 # Teachers
6th Grade:	5
7th Grade:	5
8th Grade:	4

Subjects: 6th - 8th	2020-21 # Teachers
Math	3
Humanities	3
Science	4
Art	1
Physical Education	1
Special Education	3

School Classrooms

South Valley Preparatory School has a total of 11 classrooms. From this number seven are general use classrooms, two are special use classrooms, and two are special education classrooms. The school also utilizes the cafeteria as a multi-purpose space for PE activities. The SVPS classrooms are in good condition but are slightly smaller than NMAS recommended square footages. Of the 11 classrooms, only two comply with the NMAS recommended square footages.

Food Services

The school has one cafeteria on site. The kitchen was installed in 2018 in existing square footage adjacent to the cafeteria. South Valley Preparatory School contracts all food services from an outside vendor or catering company. South Valley Preparatory School is a Priority 2 school. Priority 2 means that the school provides free breakfast, lunch and dinner to every student regardless of their household income.

Alternative Methods of Instruction

South Valley Preparatory School offers traditional instruction schedules and traditional classroom instruction as well as non-traditional education methods. South Valley Preparatory School provides an alternative schedule once a month to accommodate the service learning component for students. The school has an early dismissal after lunch period on the fourth Friday of every month. South Valley Preparatory School's additional instruction through service learning and outdoor learning is explained in more detail below.

SAT: South Valley Preparatory School participates in Student Assistance Team (SAT). Student Assistance Team is a process that provides immediate intervention to struggling students at the first indication of failure to learn. Classroom teachers identify those who are not mastering critical skills and provide intervention to small groups of students. In addition, SAT allows teachers to identify students in need of additional targeted intervention(s).

Service Learning: South Valley Preparatory School partners with local organizations focused on service learning and community service at Wisdom Garden or the Sanchez Farm, both of which are run by La Plazita Inc. or at Los Jardines. The staff at both Los Jardines and La Plazita, along

with Food Corp. members, SVPS teachers and SVPS social workers support student work that supports learning in historical and cultural traditions including acequias, land-based living, organic farming techniques, and nutrition.

Outdoor classroom learning: South Valley Preparatory School has worked in collaboration with the Cottonwood Gulch Foundation (CWG) for students to participate in a variety of outdoor classroom expeditions. Each year, through middle school, the students' outdoor experiential opportunities increase. Each year, these opportunities connect learning from the classroom to hands-on experiences in the wilderness.

Schedule

The classes for 6th to 8th grades begin at 7:45 AM; dismissal is at 3:38 PM. On Fridays SVPS has a school wide reduced schedule from 7:45 AM to 1:10 PM. There are two lunch periods daily. One from 11:41 AM to 12:31 PM for 6th and 7th grades. The other one is from 12:33 PM to 1:33 PM for 8th grade students.

Lunch Times		
Schedule	**Cafeteria**	**Grade**
Monday - Friday	11:41 - 12:31	6th - 7th
Monday - Friday	12:33 - 1:33	8th

Special Curricular Programming and Extra Curricular Activities

In keeping with its mission SVPS students will engage in cooperative learning with the focus on small group instruction. Students will engage in service learning one grade at a time once a month on Fridays after lunch. Students will rotate based on their grade on a monthly schedule while leaving fourth Fridays free for early dismissal of all students.

Special Education: South Valley Preparatory School offers special education for all students. Special education is an important part of the SVPS community. The School offers inclusion and special pullout instruction for all students that qualify.

Technology Instruction: South Valley Preparatory School classrooms have a minimum of a projector that is used in conjunction with the teacher computer. Seven classrooms have interactive boards and the school is ordering two more. All seven homeroom classes have a set of Chromebooks in a charging cart plus there is a set of 25 iPads with keyboards in the art room. The school has another set of 50 Chromebooks that are shared between the gifted and SPED students when they are pulled out. The school will be ordering another 60 Chromebooks to replace the old ones. South Valley Preparatory School has three science classrooms and one dedicated art room.

Physical Education: South Valley Preparatory School students participate in Physical Education (PE) a minimum of two times a week. The school playground is located in the west and north sides of the building. The north property from the building is also used for recreation. The school does not have a dedicated playfield or outdoor play areas at this time, but would like to build outdoor play areas behind and north of their existing facility.

Existing and Projected Conditions

SVPS outdoor seating

SVPS Playground

Potential Playfield Buildout Area

Extra Curricular Activities: South Valley Preparatory School participates in the Albuquerque Charter School League. The school has athletic clubs for the following sports: Boys Basketball, Girls Basketball, Coed Flag-Football, Cross Country Running, Girls Volleyball, Coed Soccer, and Boys & Girls Track and Field.

The school also offers After School Programs from 4:00 to 5:00 PM Monday through Thursday. All After School Programs are free. The school clubs offered include: Cooking club, Robotics / Coding Club, Art / Yearbook Club, Sports Clubs, Board Games, and Homework Club. After school programs are also available at the Jack Candelaria and Herman Sanchez Community Centers.

2.2 PROPOSED ENROLLMENT

2.2.1 Phased Enrollment

The overall student capacity for South Valley Preparatory School is 156, 6th to 8th grade students, as set forth in its original charter. The school submitted an application to expand the charter capacity to 210 students. The application was approved and starting in 2020-2021 the charter capacity of SVPS will be 210 students. The existing SVPS facility has a maximum facility capacity of approximately 237, which the school will be close to meeting with 210 students. The following chart shows the school's historical enrollment since it opened in 2010.

South Valley Preparatory School Historical Enrollment

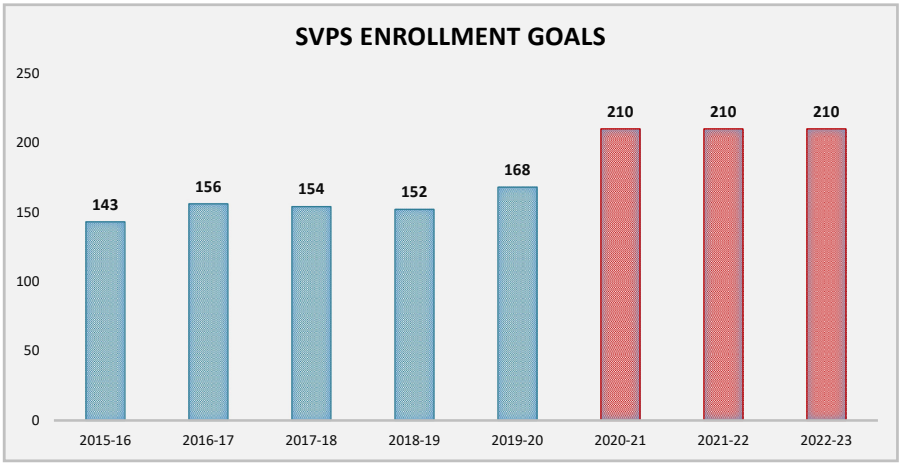
Grade Level	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
6th	47	46	48	52	52	46	53	50	52	64
7th	26	52	47	52	51	50	52	55	52	53
8th	15	26	52	50	51	47	51	49	48	51
TOTAL	**88**	**124**	**147**	**154**	**154**	**143**	**156**	**154**	**152**	**168**

Projected Enrollment

South Valley Preparatory School enrollment capacity is 156 students. The existing facility has a functional facility capacity of 237. The school has plans to expand its current facility to allow for an increased educational program. The school modified some of its spaces in 2020 which will

increase the functional facility capacity to 258 students and meet the needs of the projected 210 students in 2020-2021.

The graph below shows the enrollment goals for SVPS. The school is anticipating an enrollment of 210 students starting the 2020-2021 school year.



2.2.2 Classroom Loading Policy

South Valley Preparatory School meets all requirements from NMPED for classroom loading. The table below shows the Pupil to Teach Ratio for SVPS's current configuration in the facility. It compares the school PTR to the PED's allowable PTR for the 2019-2020 school year. The fifth column of the table shows the average PTRs of each grade in the school. These values are calculated based on the total current enrollment of each grade and divided by the total number of assigned classrooms and teachers. The fourth column shows the average allowable PED PTR based on the grade configuration of the school.

SVPS Pupil Teacher Ratios

Grade	2019-20 Enrollment	2019-20 # of SVPS Charter Grade Level Classrooms	PED PTR	2019-20 SVPS Charter PTR w/Existing Classrooms
6th Grade:	64	4	24	16
7th Grade:	53	4	27	13
8th Grade:	51	3	27	17
TOTAL:	**168**	**11**	**26**	**15**

The average PED's allowable pupil teacher ratio for middle schools is 26:1. South Valley Preparatory School has an actual average PTR of 15:1. The school's preferred class size is lower than NMPED requirements at all grade levels.

Existing and Projected Conditions

South Valley Preparatory School will continue to meet the NMPED requirements for classroom loading once they expand their current charter capacity to 210 students. This is shown in the second table on the next page.

SVPS Pupil Teacher Ratios - Projected

Grade	2020-21 Projected Enrollment	Projected # of SVPS Charter Grade Level Classrooms	PED PTR	SVPS Charter PTR w/ Projected Classrooms
6th Grade:	70	4	24	18
7th Grade:	70	4	27	18
8th Grade:	70	3	27	23
TOTAL:	**210**	**11**	**26**	**19**

2.2.3 Classroom Needs

Currently SVPS facilities are well utilized for their enrollment of 168. The school is on track to increase its enrollment to 210 by the 2020-2021 school year, which will not match the functional capacity for the current grade configuration. South Valley Preparatory School re-configured some of the spaces in the existing facilities in 2020 due to the proposed increase in student enrollment.

The existing SVPS facility has 11 instructional spaces serving the needs of its 6th through 8th grade students. The re-configuration resulted in the same number of classrooms but it increased the square footage of two of the existing classrooms by reducing adjacent support spaces.

South Valley Preparatory School would like to expand their facilities by purchasing the adjacent 20,005 sf building with which shares a partition wall. The expansion will further allow an increase in enrollment and educational program by adding a Pre-K program in the future.

Refer to the following Program of Spaces for Educational Specifications and Program Statement spreadsheets on page seven for an itemized list of instructional and support spaces identified for South Valley Preparatory School.

Existing and Projected Conditions

Proposed South Valley Preparatory School

PROGRAM OF SPACES FOR EDUCATIONAL SPECIFICATIONS AND PROGRAM STATEMENT

	2019-20	2020-21
School, School District: South Valley Preparatory Charter School		
Insert Award Language:	64 6th Grade	70 6th Grade
Approved Design Capacity:	53 7th Grade	70 7th Grade
Allowed Gross Square Footage per Appendix A of the PSFA A	51 8th Grade	70 8th Grade
	168 6th - 8th Grades	210 6th - 8th Grades

Existing Space to Remain/To Be Renov
New Space
Space to Be Demolished
Please refer to the notes below for a description of each column

PROGRAM OF SPACES BASED ON EDUCATIONAL SPECIFICATIONS

RM #	Room Description	# of Existing Spaces Provided	Maximum # of Students Served per Existing Space	# of Existing Students Served per Space	Project Total Existing NSF per Space	NSF per Student per Space	NM A.S. Min. NSF per Space / Area	NSF Above / below Min. NM A.S. per Space / Area	100% School Funded NSF	Total NSF per Space / Area	Subtotal of Area	Comments
1	A&C	1	23	23	642	28	810	-168	642	642		
2	Math	1	23	23	642	28	810	-168	642	642		
3	Humanities	1	24	24	663	28	810	-147	663	663		
23	Humanities	1	25	25	702	28	810	-108	702	702		
24	Science	1	23	23	642	28	810	-168	642	642		
27	Humanities	1	22	22	625	28	810	-185	625	625		
45	Science	1	28	27	858	31	810	48	858	858		
36	Math	1	24	24	675	28	810	-135	675	675		
GENERAL USE CLRMS:		**8**	**192**	**191**	**5,449**		**6,480**	**-1,031**	**5,449**	**5,449**	**5,449**	
20	Special Education	1	13	13	368	0	450	-82	368	368		
42	Special Education	1	0	0	144	0	0	144	144	144		
SPECIAL ED CLRMS:		**2**	**13**	**13**	**512**		**450**	**62**	**512**	**512**	**512**	
30	Art	1	28	27	1,314	0	810	504	1,314	1,314		
	Art Storage	0	0	0	0	0	60	-60	0	0		
	Art	0	0	0	0	0	96	-96	0	0		
25	Science Lab	1	28	27	1,014	0	810	204	1,014	1,014		
SPECIAL USE CLRMS:		**2**	**56**	**54**	**2,328**		**1,776**	**552**	**2,328**	**2,328**	**2,328**	
	Gym	0			0	0	5,200	-5,200	0	0		
	Lockers	0			0	0	600	-600	0	0		
	Lockers	0			0	0	600	-600	0	0		
31	PE Office	1			169		300	-131	169	169		
PHYSICAL EDUCATION:		**1**	**0**	**0**	**169**		**6,700**	**-6,531**	**169**	**169**	**169**	

Existing and Projected Conditions

PROGRAM OF SPACES BASED ON EDUCATIONAL SPECIFICATIONS												
RM #	Room Description	# of Existing Spaces Provided	Maximum # of Students Served per Existing Space	# of Existing Students Served per Space	Project Total Existing NSF per Space	NSF per Student per Space	NM A.S. Min. NSF per Space / Area	NSF Above / below Min. NM A.S. per Space / Area	100% School Funded NSF	Total NSF per Space / Area	Subtotal of Area	Comments
46	Library	1			460		1,000	-540	460	460		
46	Library office/storage	0			0		200	-200	0	0		
LIBRARY/MEDIA CENTER:		**1**			**460**		**1,200**	**-740**	**460**	**460**	**460**	
26	Cafeteria	1			1,857		1,050	807	1,857	1,857		
28	Cafeteria Kitchen	1			796		1,600	-804	796	796		
FOOD SERVICE:		**2**	**0**	**0**	**2,653**		**2,650**	**3**	**2,653**	**2,653**	**2,653**	
	Parent Work Room	1			0		150	-150	0	0		
PARENT WORK ROOM:		**1**	**0**	**0**	**0**		**150**	**-150**	**0**	**0**	**0**	
19	Principal	1			273		315	-42	273	273		
14	Reception	1			162		150	12	162	162		
17	Office	1			117		0	117	117	117		
18	Office	1			193		0	193	193	193		
32	SW Office	1			179		0	179	179	179		
40	SW Office	1			150		0	150	150	150		
43	AD Office	1			144		0	144	144	144		
12	Conference	1			191	0	0	191	191	191		
7	Board Room	1			348	0	0	348	348	348		
125	Office	1			104		0	104	104	104		
10	Office	1			141		0	141	141	141		
ADMIN:		**11**	**0**	**0**	**2,002**		**465**	**1,537**	**2,002**	**2,002**	**2,002**	
9	Counselor	1	0	0	134		210	-76	134	134		
HEALTH:		**1**	**0**	**0**	**134**		**210**	**-76**	**134**	**134**	**134**	
35	Lounge	1			206	0	210	-4	206	206		
11	Workroom	1			111	0	0	111	111	111		
TEACHER WORKROOM/LOUNGE:		**2**	**0**	**0**	**317**		**210**	**107**	**317**	**317**	**317**	
34	IT Space	1			69		300	-231	69	69		
4	Server	1			74		120	-46	74	74		
IT DISTRIBUTION SPACE:		**2**	**0**	**0**	**143**		**420**	**-277**	**143**	**143**	**143**	

Existing and Projected Conditions

PROGRAM OF SPACES BASED ON EDUCATIONAL SPECIFICATIONS

RM #	Room Description	# of Existing Spaces Provided	Maximum # of Students Served per Existing Space	# of Existing Students Served per Space	Project Total Existing NSF per Space	NSF per Student per Space	NM A.S. Min. NSF per Space / Area	NSF Above / below Min. NM A.S. per Space / Area	100% School Funded NSF	Total NSF per Space / Area	Subtotal of Area	Comments
6	Storage	1			144		210	-66	144	144		
13	Storage	1			100		0	100	100	100		
16	Storage	1			117		0	117	117	117		
8	Storage	1			124		0	124	124	124		
41	Book Storage	1	0	0	143		0	143	143	143		
GENERAL STORAGE:		**5**	**0**	**0**	**628**		**210**	**418**	**628**	**628**	**628**	
	Corridors: 17%	1			3,571		5,081			3,571		
	Toilets: 3%	1			630		897			630		
	Mech, Electrical, Janitors Closets:2%	1			420		598			420		
	Walls: 8%	1			1,680		2,391			1,680		
TARE:		**4**			**6,302**		**8,966**			**6,302**	**6,302**	
TOTALS		38	261	258	14,795		20,921	-6,126	14,795	14,795	14,795	
TARE @ 30%		0			6,210		8,966	-2,625	6,210	6,210		
TOTAL GSF		**38**	**261**	**258**	**21,005**	**81**	**29,887**	**-8,751**	**21,005**	21,005		
NM A.S. Recommended SF: 168 x 199					33,500							
NM A.S. Recommended SF: 210 x 161					33,781							

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2.3 SITE AND FACILITIES

2.3.1 Location / Site

South Valley Preparatory School (SVPS) is located at 2551 Karsten Court SE, Albuquerque, New Mexico, 87102. The School is located in the south part of Albuquerque in the San Jose neighborhood. The site is about 1.2 acres and is bounded by Karsten Court SE to the east and commercial properties to its north and west, and by San Jose Ave SE to the south.

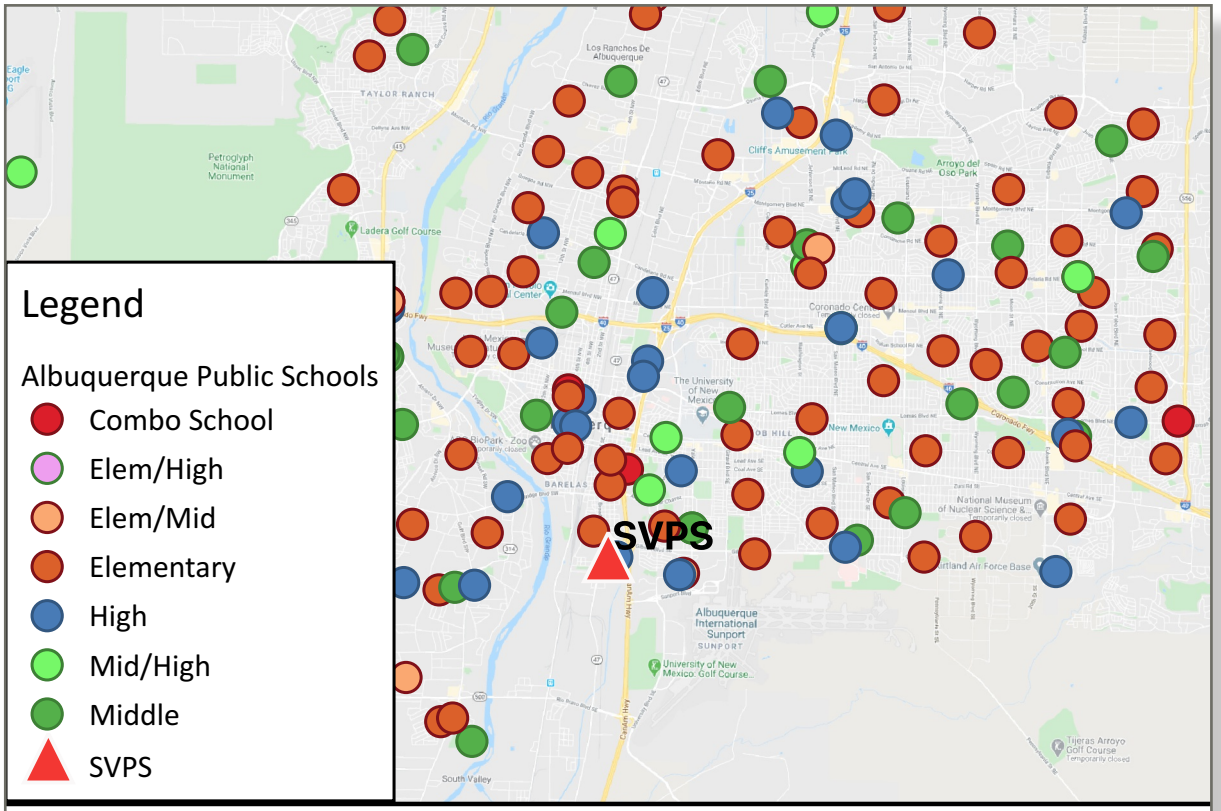


Image sources: Basemap: 2020 Google Satellite, Esri City of Albuquerque Parcels

Image Source: QGIS ,base layer: 2020 Google maps

The 1.2-acre site includes about 14,600 square feet of student, staff, and visitor parking; about 9,000 square feet of fleet parking, maneuvering and construction program staging; about 9,800 square feet of outdoor areas for student use; and a building footprint of about 21,000 square feet. The site contains a 40'-wide easement, which is a vacated public right-of-way. This area contains underground utilities which first would require rerouting outside the site before building construction could take place. Refer to page 12 for an aerial view of the site.

The school currently occupies one of two buildings on the site and anticipates entering a lease/purchase agreement for the adjacent building in the near future. South Valley Preparatory School is a State Charter school located within the Albuquerque Public School District. The previous

map indicates the location of SVPS within the Albuquerque Public School District. South Valley Preparatory School has occupied the location on Karsten Court SE since July of 2018. The building was previously occupied by Academy of Trades and Technology a state-chartered school. The school has owned the building since July 2018. Initially, in 2010, the school was located at 2813 Gun Club Road SW, but quickly outgrew its campus. The school later moved to 2551 Karsten Court SE, a 21,005 square feet facility. The school plans to lease/purchase the adjacent building which will add approximately 20,027 square feet to the facility for a total of 41,032 square feet.

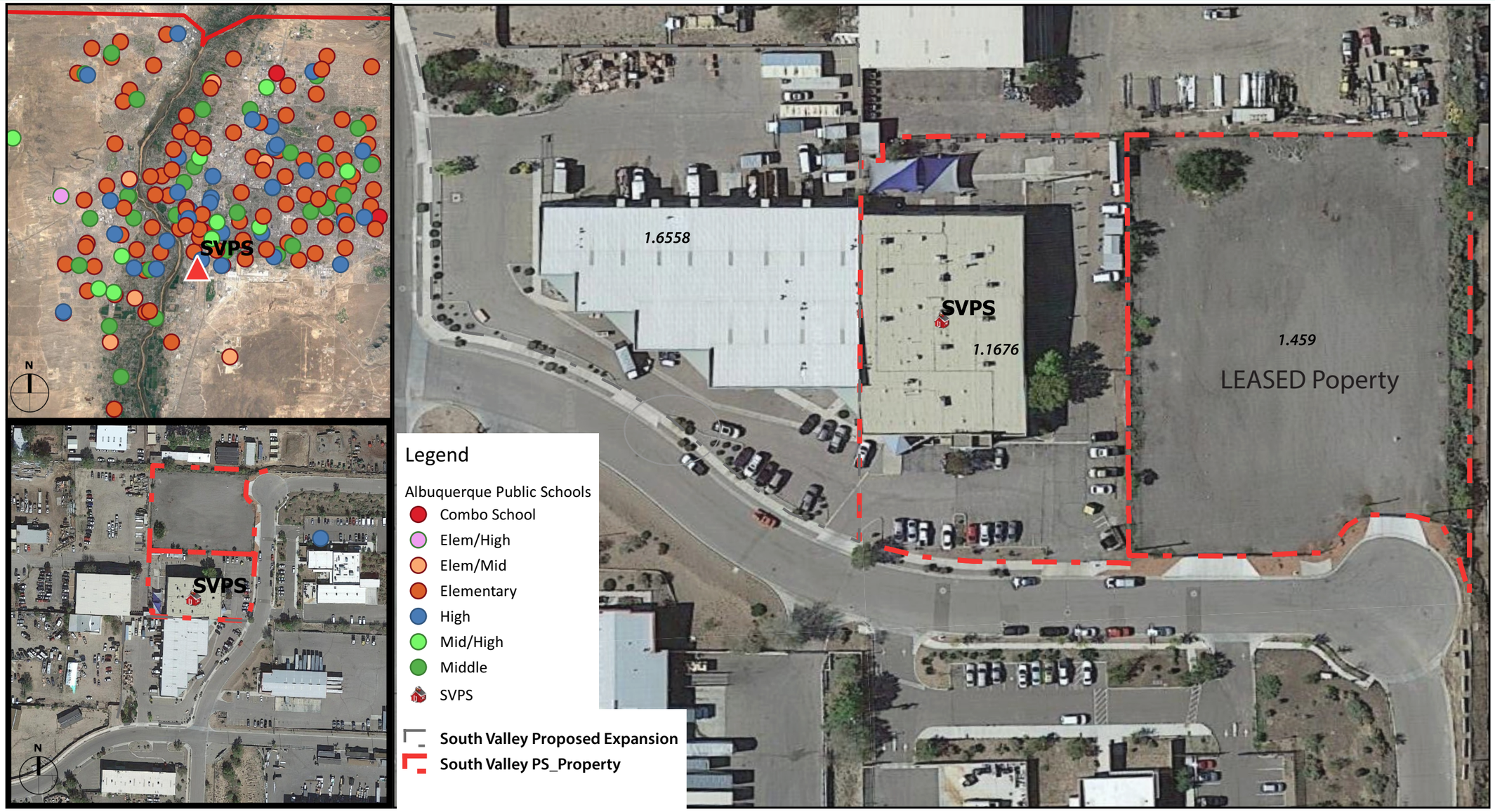


Image sources: Basemap: 2020 Google Satellite, Esri City of Albuquerque Parcels

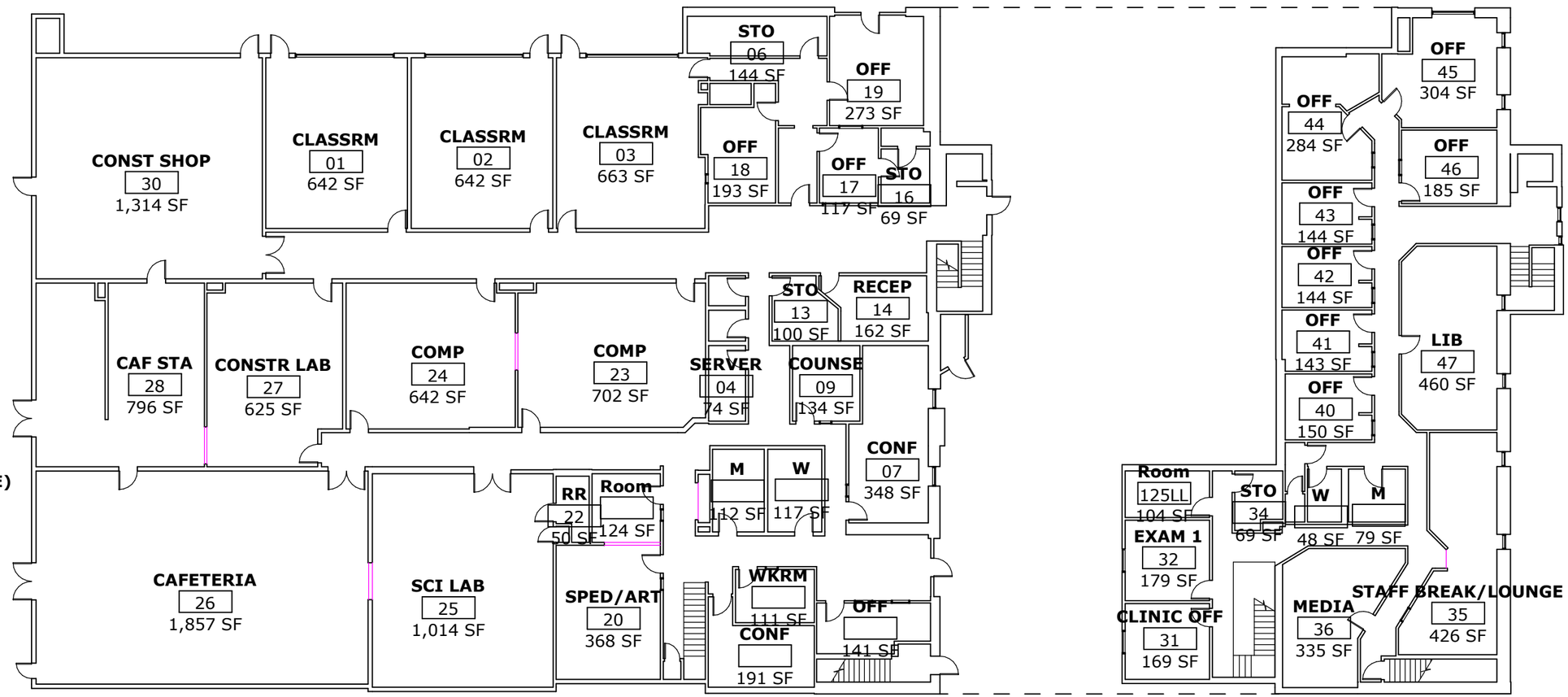
South Valley Preparatory School

2551 Karsten Court SE,
Albuquerque, New Mexico, 87105

AERIAL PLAN

0 50 100 150 200 ft

Existing facility conditions



OVERALL LEGEND (BY NMAS TYPE)

☐ No colors defined

South Valley Preparatory (2019)

N

0 40' 80' 160'

OVERALL FLOOR PLAN

GROSS SQ. FT.	
BUILDING TYPE	**Area**
PERMANENT	21,005 SF
	21,005 SF

Proposed facility renovations

OVERALL LEGEND (BY NMAS TYPE)

- Administration
- Food Services
- General Storage
- General Use Classroom
- Library/Media Center
- Special Education Classroom
- Special Use Classroom
- Student Health/Counseling
- Teaching Support

N

0 10' 20' 40'

South Valley Preparatory (2020)

OVERALL FLOOR PLAN

GROSS SQ. FT.	
BUILDING TYPE	**Area**
PERMANENT	21,005 SF
	21,005 SF

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2.3.2 Facility Evaluation

FAD Executive Summary Report

Below is the SVPS FAD executive summary report. The entire SVPS FAD and the FAD with updates by Greer-Stafford SJCF Architecture is located in the Appendix of this document.

Facility Description

The South Valley Preparatory School (SVPS) is located at 2551 Karsten Court SE. Albuquerque, NM 87102. The school is chartered through the State of New Mexico; it is not an Albuquerque Public Schools charter school. The school is one high volume building on the school campus that houses all school activities and functions. There is a one story building attached to the south side of the school building that is not owned or used by the school. There are no portable buildings on the campus. The school is classified as a middle school and houses 6th thru 8th grade students. The original building is an 11,276 gross square foot one story metal building thought to be originally constructed in 1990 as a warehouse /storage building, with a 9,729 gross square foot two story office addition constructed in 2000. The building was previously used as a an airplane hanger and other industrial uses until it was sold to The Academy of Trades & Technology Charter School Foundation in 2010 and renovated for education purposes in 2011. In 2018 South Valley Preparatory School Foundation purchased the school. The building shares a fire rated partition wall with the neighboring building to the south, which SVPS does not currently own or occupy, but anticipates being able to lease/purchase in the near future.

Site:

Vehicular access to the site is by paved roads. The school name, in large letters mounted on the facade of the main building at 2551 Karsten Ct., identifies the school location. The leased lot to the north has no school signage. There are no school signs on the road nor is the school zone posted, but there is no through traffic on San Jose Avenue and Karsten Court. Sidewalks are available, and city bus service is provided on Broadway Boulevard. The 2551 Karsten Ct. site includes one building, 21,005 GSF, built on the south property line and shares a fire-wall with an adjoining structure to the south. There is no portable on this site. Most of the site is paved; however, there is some landscaping at the east side of the property and near the building. The site slopes for a fall of 8 feet from southeast to northwest corner, creating a need to direct stormwater and roof runoff to drainage grates and channels. There is a 40 foot easement across the north end of the site for a former continuation of Wheeler Road. The road is no longer used or needed, but utilities still occupy the easement.

The parking lot at 2551 Karsten Court is accessed by two entrances and exits, and includes 16 striped parking spaces and two spaces for the handicapped. Unpaved parking is also available along the north side of the property, adding about 12 additional spaces. Two building entrances are available from the parking lot. Lighting at the building entrance is provided by a single exterior wall fixture at each door opening. There is no lighting at the parking lot, and no street lighting was observed. One dumpster enclosure is located at the north east corner of the lot. There are two fire hydrants at the curb at each street corner of the site. The two handicap parking spaces are

well marked, with painted asphalt and signs attached to the building wall. The access aisle for the handicapped spaces does not have a curb cut to the sidewalk, requiring access to the front door by way of the vehicular lane behind the parking spaces.

The 2551 Karsten Court site provides xeric landscaping, including some mature shrubs and trees with gravel ground cover at the front of the building and parking area. The custodian reports that the irrigation system to the landscaping does not work properly. There are no exterior hose faucets at the east front of the building to irrigate. One tree has died, and the trunk requires removal. Fencing is provided at the property boundary along the north and west, securing the exterior areas for outdoor recreation for the students. The fencing is a 4 foot chain link fence, typically with razor wire at the top, and includes a locked pedestrian gate and large vehicular/portable gate at the north parking lot. The fencing provides security for the property and directs access onto the property through the building entrances. The west side of the property is a recreational area, and includes two shade structures and fixed tables and seating. The sloped ground is covered by asphalt, which is in poor repair. A tree provides shade at the northwest corner of the building for additional table and seating. Site lighting is provided by two wall mounted fixtures to the west side of the building, and one wall mounted fixture on the north side of the building. The gas meter is located at the northwest corner of the building. The water meter and sewer cap are at the north side of the property. A telephone pole is also at the northwest corner, and all utilities go underground at this location. A cable box is located near the telephone pole. The site has security cameras at the exterior on all sides. The off-site leased space is accessed directly off San Jose Avenue into a parking area with 4 parking spaces, including 2 handicapped spaces. The south wall of the school building is attached to warehouse space and offices, comprising about 20,027 GSF. The corner site includes a fenced yard at the rear which is dirt and unimproved.

School Plant:

2551 Karsten Court SE: The main facility for South Valley Preparatory School is located at 2551 Karsten Court in a partial two story building, a reuse of an old airplane hanger. The entire 21,005 GSF building is a slab on grade structure. The original 1990 building is a pre-engineered metal building. The east 2000 addtion is a two story metal frame structure with CMU and frame construction for the front area and the infill walls. The school shares a common wall with the neighbor to the south, although the buildings were not constructed at the same time. The front of the building has two stories and a small addition at the front for an elevator and stair. Classroom spaces in the former airplane hanger area enjoy high ceilings. Exterior wall surfaces include stucco and metal siding, all in good condition. This facility is owned by the charter school foundation. The building is generally fully accessible and compliant with ADA requirements. The front door provides an automatic opener and low threshold. Doors throughout are adequate width and include lever type hardware. Restrooms are ADA compliant. However, Braille room identification signage is lacking throughout, and drinking fountains protrude into the circulation paths / corridors and require sidewall protectors. The elevator is ADA compliant. The primary entrance to the facility is located at the elevator and stair tower, but is not apparent due to the two entrances facing east to the parking area. Both entrances are protected by a metal awning with decorative structure. Offices near each entrance have windows to monitor the doors, including a mirror at the north entrance to assist visibility.

Corridors at the ground level are vinyl tile flooring with gypsum walls and hung acoustical tile ceilings. At the second floor level corridor floors are carpeted. Corridors are the path of egress travel and require a one-hour rating in this non-sprinklered facility. There are three stairs and an elevator providing access to the second floor. The two main stairways are carpeted, open and well lit. The third stair is not used for general circulation and provides direct egress to the outside. The single interior doors are typically wooden and hung in a metal frame. Ganged interior doors are typically metal. Most first floor doors are rated 20 minutes and include closers and latching lever hardware. Second floor doors have no rating and include a thin wood panel in the lower door, possibly replacing a louvered vent. No smoke seals are provided. Doors typically swing into the rooms, not in the direction of egress. Exterior doors are metal with visibility lites and closers. Large aluminum storefront windows and doors at the cafeteria and the kitchen bring light into these spaces and provide direct access to the recreational area. An overhead security door drops to secure these openings. Corridor exit doors include panic hardware. Weather sealing and thresholds at all exterior doors are in good condition. Windows throughout are double glazed and in good condition with good caulking. Some operable windows at the second floor have torn or missing screens. Blinds are provided at all windows throughout. Restrooms are located mostly in the east section of the building. All restrooms are ADA compliant, and the number of fixtures does not meet the needs of the school. Student restrooms were not separately assigned from faculty restrooms. The science classroom has an adjacent unisex restroom and shower. An existing upstairs science classroom was expanded in 2020 by removing a wall from and adjacent space and creating one large science classroom. The washing sink located in the construction classroom does not have ADA compliant faucets. Drinking fountains are well distributed and provided in each of the corridors, but protrude into circulation paths. The school facility provides a large cafeteria for eating and recreation, and a newly install kitchen in the adjoining space. The cafeteria currently provides an indoor serving and dining area for the school. The large room includes collapsable tables and benches, stainless steel serving counters on wheels, and assorted recreational equipment along the walls. An adjacent outdoor dining area is provided with fixed tables under shade canopies. Both the cafeteria and kitchen have large overhead coiling doors to allow easy access to the outside. The library/media center is located at the second floor level. It was downsized in 2020 allowing a portion of the library/media space to be combined with the lounge to create a new classroom. The library/media includes shelving for books and two computer stations. The furniture is old and needs to be updated. There is no seating area, and daylight from the two small windows is limited.

Interior floor finishes include vinyl tile or carpeting, except at the construction shop, kitchen and cafeteria spaces which have a painted concrete floor. Wall surfaces are typically gypsum wall board with a textured finish and are painted. Walls at the exterior and along the science and cafeteria hallway are of CMU up to about 8 feet and GWB above. The ceilings are of varying heights, ranging from about 7 feet at the south east side of the building to above 20 feet at the high open space in the construction lab. Some ceilings are acoustical ceiling tile, with integrated fluorescent lighting, and other ceilings are gypsum board with surface mounted fluorescent lighting. All finishes are generally in good condition, with some staining and wear showing in the carpeting. The roof is in poor condition, yet no leaks are reported. The roof is a corrugated metal roof with sprayed

polyurethane foam coating and sealant. The roof is a pitched roof with a gentle pitch, draining to gutters on the east and west ends of the building. The roofing surface is in very poor condition, with cracks, holes and bubbles. Water is getting below the sealant, and areas of the roof are spongy and holding water. The two small flat roofs over the elevator and stair addition are a built up roof with a gravel aggregate and are in good condition. They both drain through a canale to the main roof. HVAC is a forced air system. The classrooms are heated and cooled by new gas fired heating and cooling roof top units (RTUs) located on the roof. The construction lab has a gas fired heater hung from the ceiling, and a swamp cooler for cooling. The kitchen area uses an evaporative cooling system. The ground and second level of the two story building section are heated and cooled by three older gas fired furnaces with compressor coils. Two compressors for the refrigerated air are located on the roof, and the third is located at ground level on the east sidewalk between the front entrances. One of the furnaces is located under a stair and should be relocated. All mechanical closets require improvements to the wall board enclosure to meet the required fire rating. Ventilation is adequate throughout. Bathroom fans turn on with the light switch. Air supply vents are distributed away from return vents to ensure good air circulation. There were no complaints by staff when asked about the HVAC system.

Plumbing:

Plumbing systems and fixtures appear in good condition. Hot water is provided from two electric water tanks and from an on demand heater.

Electrical:

Electrical panels are typically locked and could not be inspected. Outlets in classrooms are typically inadequate for the room needs, providing typically only one outlet per wall. Classrooms set up with multiple computer stations were running off multiple extension cords. The science classroom does not provide any outlets on three walls, and none at the work counter. GFI protected circuits were not provided near the sinks, including at the teacher lounge and in the construction lab, and outlets should be checked for all wet areas. Lighting levels are generally good throughout. The restrooms at the second floor level are dimly lit.

Daylight:

Daylight is available at about half the classroom spaces, but interior classrooms have no natural lighting. Several of the surface mounted fluorescent fixtures are near the end of their useful life and buzzing.

Fire Protection

The fire protection systems for the building are adequate, and include lit exit directional signs, emergency lighting, strobes and annunciators, smoke detectors and fire extinguishers. The building does not have a sprinkler system. There is an eye wash station in the construction lab, but no wash station in the science lab (although the adjacent restroom has a sink and a shower). No hoods are provided in the science or construction spaces. A partial clock and PA system is provided at the ground floor, including call buttons, and PA speakers in the second floor corridors. Telephones are not provided throughout, but are included at the front offices and the counselor,

the construction lab, and some other offices. A phone was not observed in the nurse's office. There is a security system on site with cameras and motion sensors to activate the cameras.

Facilities Assessment Data Base Executive Summary Report

The Public School Facilities Authority has conducted an evaluation of the facilities at SVPS. The executive summary report has the facilities listed as one 21,045 gross square foot building constructed in 1990. It appears that the original building was constructed in 1990 that is one story with 11,276 gross square feet. There is a two story addition which appears to have been constructed in 2000 and is 9,729 gross square feet. The executive summary report needs to be revised to show these two buildings. In 2011, the Academy of Trades & Technology Foundation purchased the buildings and renovated them for educational use. In 2018 SVPS Foundation purchased the school and a kitchen was installed in existing square footage adjacent to the cafeteria. In 2020 two instructional spaces were created upstairs by combining a small instructional space and a support space to create a large science classroom, and by reducing the size of the library/media space and lounge to create the second instructional space.

2.4 UTILIZATION ANALYSIS

School utilization and capacity are not stationary numbers; they can change from year to year depending on the educational programs available at the school, the pupil/teacher ratio (PTR) or class size, scheduling, and special needs of the students. For these reasons, it is recommended that the utilization and capacity of the facilities be reviewed annually and updated as necessary to realize the most effective use of the buildings and to enable the school to effectively plan for the future.

2.4.1 Special Factors that Influence Facility Use

To get an overall picture of the utilization of a school it is important to take a look at how the instructional spaces are being utilized and the different factors that can influence their use. These factors include the Pupil Teacher Ratios (PTRs) and special programs. The analysis and identification of these factors will help determine their impact on the facility use of spaces.

Pupil to Teacher Ratio (PTR)

The Pupil Teacher Ratios (PTRs), determined by the New Mexico Public Education Department (PED), indicates the maximum number of students that should be assigned to each teacher in a classroom. A school's average PTR is based on PED's Pupil to Teacher Ratio by grade level. It is important to consider this factor since it can influence the number of teachers and classrooms required for a given facility. The following table shows the allowable PTR by grade level from PED:

Pre - K	8 - 12 with aides
Kindergarten	15 without an aide; 20 with an aide
1st - 3rd	22
4th - 6th	24
7th - 8th	Max English class size; 27 or 150 / teacher / day
9th - 12th	Max English class size: 30 or 150 / teacher / day

The table on the right compares the school's PTR to the PED's allowable PTR by each grade. The fifth column of the table shows the PTRs of each grade in the school based on the total current enrollment divided by the total number of assigned classrooms/teachers. The fourth column shows the allowable PED PTR based on the grade as shown in the previous table. South Valley Preparatory School has an average PTR of 15 based on its current enrollment and the number of assigned classrooms/teachers. By taking a look at each grade, none of the grades have PTRs that are close to the PED PTR. The grade that has the highest PTR is 8th grade with a PTR of 17.

SVPS Pupil Teacher Ratios

Grade	2019-20 Enrollment	2019-20 # of SVPS Charter Grade Level Classrooms	PED PTR	2019-20 SVPS Charter PTR w/Existing Classrooms
6th Grade:	64	4	24	16
7th Grade:	53	4	27	13
8th Grade:	51	3	27	17
TOTAL:	**168**	**11**	**26**	**15**

One major factor contributing to the low PTR at SVPS is the size of the existing classrooms. Most SVPS classrooms are well below NMAS required square footage. This means fewer students are able to be assigned per classroom, thus resulting in a low PTR.

Special Education Spaces

The Special Education (SPED) program must be reviewed whenever determining the capacity and utilization of facilities. It is important to understand the impact that special education has on each school. The following table identifies the number of students at SVPS that are eligible to receive C and D levels of special education instruction. It also includes the total students in the other SPED levels scuh as A, B, and gifted levels. Approximately nine percent of SVPS students have been identified to receive C and D levels of special education instruction. The other SPED levels constitute about 18 percent of the total enrollment. As a whole, about 27 percent of SVPS students receive special education instruction.

SVPS SPED Enrollment

Grade	2019-20 Enrollment	C Level Enrollment	D Level Enrollment	Total C & D Levels Enrollment	C & D Levels as % of Total Enrollment	Other SPED Levels Enrollment	Other SPED Levels as % of Total Enrollment
6th Grade	64	8	2	10	16%	10	16%
7th Grade	53	2	0	2	4%	9	17%
8th Grade	51	3	0	3	6%	12	24%
TOTAL	**168**	**13**	**2**	**15**	**9%**	**31**	**18%**

Facility Capacity

It is important to identify the capacity of a school facility to be able to determine if the size of the facility is in alignment with the student enrollment. Once a capacity for a school has been identified it is easy to determine if a school is being utilized to its optimum potential or if there is room for improvement.

The methodology used to determine facility capacity can be slightly different for each school type due to their educational programs and use of facilities. For this FMP/Ed Spec, capacities were analyzed using three different capacity calculation methods to provide a comprehensive look at school capacities; the first is Maximum Facility Capacity which is based in the number of instructional spaces without considering educational programs; the second method is Functional Facility Capacity which is based on the number of instructional spaces and educational programming of the school; and the third method is Instructional Space Capacity which is based on the number of instructional spaces at the school and is used as a benchmark. All three capacity analyses are based on existing facilities.

Maximum Facility Capacity

This capacity is the sum of the maximum number of students that can be assigned to each classroom/ instructional space of a school facility. The maximum number of students that can be assigned to each instructional space including classrooms, gymnasiums, and computer labs

is based upon the PED standard for PTR or the New Mexico State Adequacy Standards (NMAS) for minimum square feet required per student, whichever is more restrictive. When calculating Maximum Facility Capacity, consideration is not given to the educational program delivered at the school and how the classrooms are used. It is understood that this is not a realistic capacity for a school, but serves to identify a facility **maximum capacity**, not to be exceeded.

Functional Facility Capacity

This is the potential best use of classrooms/instructional spaces based on the school's educational program and facility design. It is the sum of the maximum number of students that can be assigned to each general use classroom of a school facility taking into consideration the instructional assigned classrooms and the educational program. Unlike Maximum Facility Capacity, this calculation includes only spaces that have assigned classes functioning within; however, they exclude the instructional spaces that provide support to assigned classroom/instructional spaces such as science labs, art, music, computer labs, specialty labs, and certain special education spaces that are not assigned classrooms. Similar to Maximum Facility Capacity, the number of students that can be assigned to each classroom is based upon the PED standard for PTR or the NMAS for square feet per student, whichever is more restrictive. This calculation of capacity allows for the distinct **functional** uses of the facility based on the number of classrooms and educational programming. When analyzing Functional Facility Capacity of a school it is important to remember that schools with excess classrooms may convert these classrooms into 'other' use rooms such as storage, meeting rooms or may leave them as vacant classrooms. In that case, those classrooms will not show up in the final Functional Facility Capacity number. This will reduce the school's overall capacity numbers and may not be a realistic representation of the school's capacity, but rather a better reflection of the current use of the instructional spaces at each school.

Instructional Space Capacity

The 67% Instructional Space Capacity is based strictly on the number of classrooms/instructional spaces of the school. This analysis is a BENCHMARK based on Instructional Space Capacity calculations to provide insight to SVPS. It is based on the premises that an overall school capacity of 67% of its maximum capacity serves as a benchmark for the overall capacity of school facilities. An overall instructional capacity of 67% should be a very attainable efficiency rate for schools. The majority of elementary, middle and high schools in the State of New Mexico are able to achieve this rate. If a school is below an overall capacity of 67%, it is necessary to review the educational program of the school and develop a plan to increase the utilization and efficiency of the school.

Capacity Results

The table on the following page shows a summary of the three capacity methods used for SVPS, the Maximum Facility Capacity, the Functional Facility Capacity and the 67% Instructional Space Capacity. The results show that the school's Maximum Facility Capacity is 237 students and its Functional Facility Capacity is approximately 237 students with its current grade configuration. The 67 Percent Instructional Space Capacity or Benchmark Capacity for SVPS is 159 students.

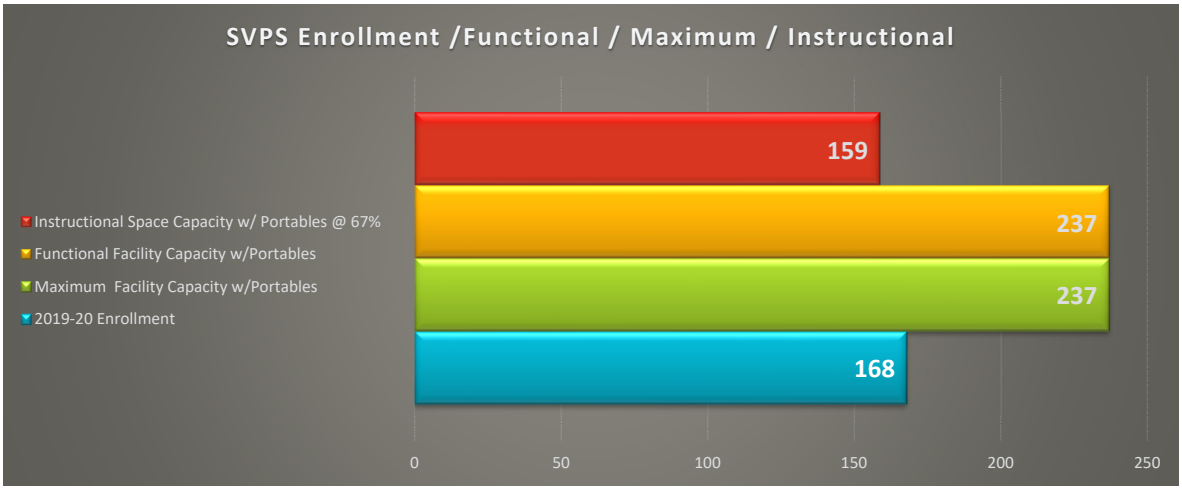
Existing and Projected Conditions

Instructional Space Capacity

School	2019-20 Enrollment	Maximum Facility Capacity w/Portables	Functional Facility Capacity w/Portables	Instructional Space Capacity w/ Portables @ 67%
South Valley Preparatory School	168	237	237	159
SCHOOL TOTALS:	**168**	**237**	**237**	**159**

These capacities are based upon the number of classrooms in the school

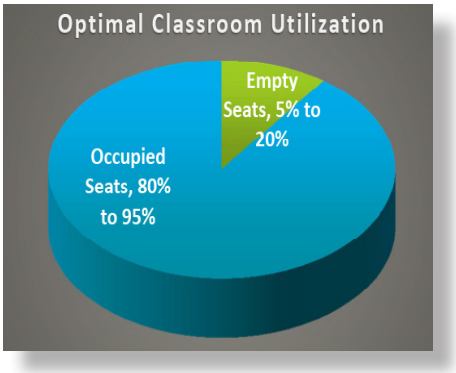
The Maximum Facility Capacity and the Functional Facility Capacity for SVPS are the same since the school utilizes all the available instructional spaces in its facility. According to these results, the school is close to its functional capacity. While the benchmark capacity indicates that the school is over its capacity. South Valley Preparatory School's 2019-2020 enrollment was 168 students. The 2020-2021 functional capacity after SVPS reconfigured some of its spaces is 258. The school is expecting to increase its enrollment to 210 students in 2020-2021.



Facility Utilization

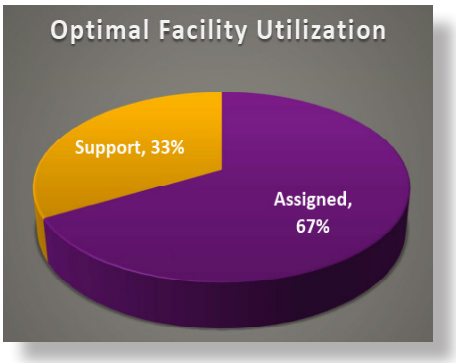
There are two indicators of space utilization, **Classroom Utilization Rate** and **Facility Utilization Rate.**

The first indicator, Classroom Utilization Rate, is based on the percentage rate of assigned classroom occupancy and does not include instructional support spaces. The State of New Mexico strives for an optimal Instructional Space Utilization of 95% - 100% of general use classrooms for elementary schools and an optimal rate of 80% - 95% for middle and high schools.



Existing and Projected Conditions

The second indicator, Facility Utilization Rate, is the percentage that indicates the number of assigned and unassigned classroom spaces during a typical school day. The Facility Utilization Rate separates classrooms that are assigned on a given school day and the number of classrooms that are used for support spaces or are unassigned. An optimal benchmark for facility utilization for schools is 67% of its maximum capacity, which is defined by determining 67% of the total number of Instructional Spaces.



Utilization Results

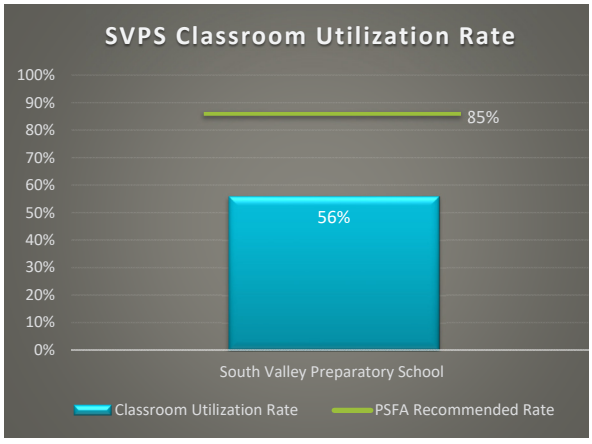
The following table shows SVPS Classroom Utilization Rate and Facility Utilization Rate. According to the results, SVPS has a classroom utilization rate of 56 percent with 168 students. This indicates that there are empty seats in classrooms. The classroom utilization rate of 56 percent is below the recommended rate of 80 percent. Regarding the facility utilization rate, SVPS has a rate of 70 percent. This rate is above the optimal benchmark of 67 percent.

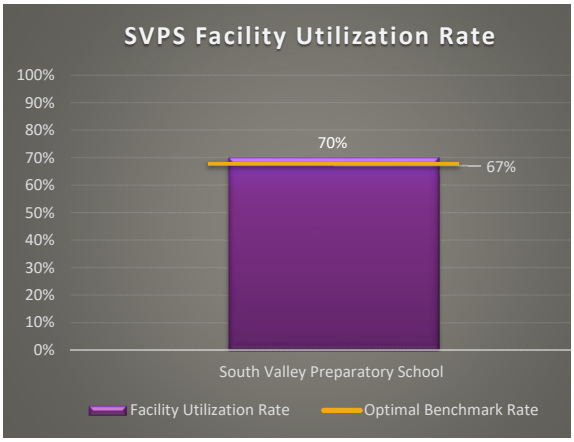
Utilization of Spaces

School	Grades	2019-20 Enrollment	Existing # of Classrooms w/Portables	Classroom Utilization Rate	Facility Utilization Rate
South Valley Preparatory School	6-8	168	11	56%	70%
SCHOOL TOTALS:		**168**	**11**	**56%**	**70%**

The school increased its charter capacity in 2020 and reconfigured four of its spaces. The projected enrollment for the 2020-2021 school year is 210 students. Based on this projection, the school will have a classroom utilization rate of approximately 67 percent which is closer to the recommended state value. The facility utilization is expected to increase to 82 percent. This indicates that the school could require additional support spaces.

The following graphs present a comparison of the current school utilization rates in relation to the recommended classroom utilization and to facility utilization optimal rate.





The results show, that in general, SVPS has a classroom utilization rate of 56 percent which is below the recommended PSFA rate of 80 percent. The school has an overall facility utilization rate of 70 percent, which surpasses the optimal benchmark rate of 67 percent. This reflects a robust educational program; however, this also represents a lower number of classrooms that could serve as support spaces in the school.

This analysis reflects that SVPS accomplishes its educational program in a very efficient footprint, putting money in the classroom and not into the built environment. Every square foot of a built environment has to be maintained and has utility costs associated with it. The majority of middle schools in New Mexico exceed the State's recommended square footage for their student population but SVPS is well below NMAS recommended square footage.

Utilization and Capacity Summary

South Valley Preparatory School enrollment has rapidly increased from 88 students to 168 students from 2010-2011 to 2019-2020. As a result, the school is close to its functional capacity even after the school moved locations and increased the square footage of its facilities from 10,000 sf to 21,005 sf in 2018. This is reflected in the previous analyses since they all indicate that the overall school is close to its capacity and has a high Facility Utilization Rate.

The capacity analysis shows that SVPS has a functional facility capacity of approximately 237 while its benchmark capacity is approximately 159. South Valley Preparatory School 2019-2020 enrollment is 168. This reflects that the school is very close to its functional capacity and will be even closer when the enrollment increases to 210 students. Currently, the school's maximum capacity and the functional capacity values are equal which means that SVPS utilizes all of its available instructional spaces and there are no support instructional spaces.

The utilization analysis shows that overall the school has a classroom utilization of 56 percent and a facility utilization of 70 percent. The school's classroom utilization rate of 56 percent does not comply with the state's recommended rates of 80 percent. On the other hand, the school has a facility utilization rate that surpasses the 67 percent optimal benchmark. This indicates that is no excess of instructional spaces and an below average number of instructional spaces that are used as support spaces in the school.

Overall, SVPS is a very efficient school, accomplishing its educational mission and program within a minimal footprint. Currently, the school square footage is 63 percent of the state's recommendation. South Valley Preparatory School is going to increase its charter capacity in 2020-2021 to 210 students. This will increase the classroom utilization of the school and will also increase the facility utilization rate.

Strategies to Meet Spaces Needs

South Valley Preparatory School has identified the need for additional space in order to meet space needs. The current SVPS facility has a functional capacity of 237 while the charter capacity is 168; however, SVPS is increasing its charter capacity to 210 during the 2020-2021 school year.

Once the school's enrollment increases, SVPS will be almost at its maximum capacity. Therefore, SVPS has identified the need for additional space to adequately support its educational program.

During the FMP/Ed Spec process, SVPS discussed the option of expanding into the adjacent building by entering a lease/purchasing agreement. In the meantime, South Valley Preparatory School identified the strategy to expand some of its classroom space within the facility to accommodate its future enrollment as a short-term option.

Under-Utilized Spaces

There are no identified under-utilized spaces in the school. South Valley Preparatory School SVPS is a very well utilized school that currently is close to its functional facility capacity and in need to expand its footprint to be able to accommodate its new charter capacity. The school has a classroom utilization rate of 56 percent which is below the state's recommended rates; however, its maximum capacity and functional capacity values are the same. This indicates that the school utilizes all its available instructional spaces. The school has a facility utilization rate of 70 percent which indicates that the school has a good balance between the assigned classrooms and unassigned or support spaces.

It is expected that when the enrollment increases, the classroom utilization and the facility utilization rates of SVPS will also increase. This will make SVPS utilization even more efficient and the need for expansion critical.

Facility Phasing and Timeline to Accommodate Full Enrollment Capacity

During the FMP/Ed Spec process, the SVPS Core Committee determined the priorities that the school needs to address in the following 5 years in order to maintain its facility safe and secure, and to support its educational program, mission, and vision.

Currently, SVPS is close to its building capacity and once the enrollment increases to 210 students, the school will be at capacity. South Valley Preparatory School identified as top priority to lease/purchase the attached property to create additional classrooms space to fully accommodate its charter capacity.

The replacement/repair of the roof, upgrade of all the HVAC units, and upgrade of the perimeter fencing are also high priorities that the school needs to address as soon as funding is available.

SOUTH VALLEY PREPARATORY SCHOOL UTILIZATION EXISTING CONDITIONS

South Valley Preparatory Charter School

Rm #	Clrm Use	Teacher	Clrm NSF	Max # of St./ Sq Ft	Max Capacity or PED MAX PTR/Clrm	Functional Capacity	A. S. Y/N	PERIOD 1 7:45-7:52 AM				PERIOD 2 7:55-9:05 AM			
								# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject
1	Math	Montez	642	23	23	23	N	25	109%		Homeroom	23	100%	8th	Math
2	Math	Martinez	642	23	23	23	N	26	113%		Homeroom	23	100%	8th	Math
3	Humanities	Greenley	663	24	24	24	N	26	108%		Homeroom	22	92%	6th	Humanities
23	Humanities	Bittner	702	25	25	25	N	26	104%		Homeroom	21	84%	6th	Humanities
24	Science	Blea, Edward	642	23	23	23	N	21	91%		Homeroom	26	113%	7th	Science
27	Humanities	Gonzalez	625	22	22	22	N	22	100%		Homeroom	0	0%		
45	Science	Munsey	496	18	18	18	N	0	0%			0	0%		
25	Science Lab	cia/ (5th Blea, Gino)	1,014	36	27	27	Y	22	81%		Homeroom	27	100%	7th	Science
30	ART	Mares	1,314	47	27	27	Y	0	0%			0	0%		
36	SpEd	Romero	335	12	12	12	N	0	0%			0	0%		
20	SpEd	Coty	368	13	13	13	N	0	0%			5	38%	8th	Math SPED
26	Cafeteria/PE/RTI	Blea, Gino	1,857	66	27	27	Y	0	0%			21	78%	6th	PE
	SUBTotals w/ Portables		**7,443**	**266**	**237**	**237**		168	101%			168	88%		
	SUBTotals w/o Portables		**7,443**	**266**	**237**	**237**									

LEGEND	
	General Instruction
	Special Education
	Special Programs
	Non-Instructional

Number of Lunch Turns Per Day	2

Current Grade Configuration:	6-8
2019-20 40 day Student Enrollment:	168

South Valley Preparatory Charter School

GRADE LEVEL	CURRENT STUDENT 40TH DAY COUNT	NUMBER OF / SPEC NEEDS STUDENTS PER GRADE	CURRENT NUMBER OF TEACHERS	NUMBER OF TEACHING SPACES
6th Grade	64	9	4	4
7th Grade	53	7	4	4
8th Grade	51	5	4	4
TOTALS	**168**	**21**	**12**	**11**

SOUTH VALLEY PREPARATORY SCHOOL UTILIZATION EXISTING CONDITIONS

South Valley Preparatory Charter School

PERIOD 3				PERIOD 4				PERIOD 5				PERIOD 6			
9:08-10:18 AM				10:21-11:41 AM				11:41-12:31 AM / Lunch 6th - 7th				12:33-1:23 PM / Lunch 8th			
# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject
29	126%	6th	Math	20	87%		Reading	0	0%		Prep	26	113%	7th	Alab
15	65%	6th	Math	20	87%		Reading	0	0%		Prep	27	117%	7th	Alab
0	0%		Prep	0	0%			0	0%			21	88%	6th	JA
0	0%		Prep	21	84%		Reading	0	0%			22	88%	6th	JS
25	109%	8th	Science	21	91%		Reading	0	0%			0	0%		Prep
10	45%	6th	Math	20	91%		Reading	0	0%			21	95%	6th	JS
0	0%			0	0%			0	0%			0	0%		Prep
26	96%	8th	Science	21	78%		Reading	25	93%	8th	Health	0	0%		
27	100%	7th	Art	20	74%		Reading	26	96%	8th	Art	0	0%		
0	0%			10	83%		Reading	0	0%			0	0%		
9	69%	6th	Math	15	115%		Reading	0	0%			0	0%		
27	100%	7th	PE	0	0%			117	433%	6,7	Lunch/Recess	51	189%	8th	Lunch/Recess
168	89%			168	88%			168	207%			168	115%		

1) Max # of St./Sq. Ft.= The maximum number of students allowed per the Statewide Adequacy Standards square feet.
2) PED Max PTR/Clrm = PED's maximum pupil / teacher ratio per class period.
3) Tot. St. = The total number of students in the specific instructional space throughout the day.
4) PED Max. PTR/Day = The maximum pupil teacher ratio allowed by PED for specific teacher per day allowed.
5) Tot. % Rm Occ. / Day = Total average percentage room is occupied throughout the day. (count all periods in average)
6) Occ. # of Pd.'s / Day = Occupied number of periods occupied per day. (Prep period may be counted as utilized if teacher does not have a separate office from classroom)
7) % Pd. / Day = The average percent of occupied periods (occupied number of periods divided by the number of periods available per day).

SOUTH VALLEY PREPARATORY SCHOOL UTILIZATION EXISTING CONDITIONS

South Valley Preparatory Charter School

PERIOD 7				PERIOD 8				PERIOD 9				Tot. St.	PED Max. PTR /Day	Tot. % Rm Occ. / Day	Occ # of Pd.'s / Day	% Period / Day
1:26-2:36 PM				2:39-3:29 PM				3:32-3:38 PM								
# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject					
23	100%	7th	Math	20	87%		Bilingual	25	109%		Homeroom	**191**	**160**	**92%**	**9**	**100%**
23	100%	7th	Math	14	61%		RTI	26	113%		Homeroom	**174**	**160**	**84%**	**9**	**100%**
25	104%	8th	Humanities	15	63%		RTI	26	108%		Homeroom	**135**	**160**	**63%**	**7**	**78%**
26	104%	8th	Humanities	15	60%		RTI	26	104%		Homeroom	**157**	**160**	**70%**	**8**	**89%**
0	0%			14	61%		RTI	21	91%		Homeroom	**128**	**160**	**62%**	**7**	**78%**
0	0%		Prep	15	68%		RTI	22	100%		Homeroom	**110**	**160**	**56%**	**7**	**78%**
21	117%	6th	Science	17	94%		RTI	0	0%			**38**	**160**	**23%**	**3**	**33%**
0	0%		Prep	15	56%		RTI	22	81%		Homeroom	**158**	**160**	**65%**	**8**	**89%**
21	78%	6th	Art	15	56%		RTI	0	0%			**109**	**160**	**45%**	**5**	**56%**
0	0%			0	0%		RTI	0	0%			**10**	**112**	**9%**	**1**	**11%**
7	54%	7th	Math/SPED	14	108%		RTI	0	0%			**50**	**112**	**43%**	**5**	**56%**
22	81%	6th	PE	14	52%		RTI	0	0%			**252**	**160**	**104%**	**6**	**67%**
168	92%			168	69%			168	101%			**1,260**	**1,664**	**56%**	**69**	**70%**

FACILITY CAPACITY (with and without Portables)	
Maximum Facility Capacity w/ Portables	237
Maximum Facility Capacity w/o Portables	237
Functional Facility Capacity w/ Portables	237
Functional Facility Capacity w/o Portables	237
Instructional Space Capacity w/ Portables @ 67%	159
Instructional Space Capacity w/o Portables @ 67%	159

Based On Number of Instructional Spaces:		
Number of and % Of General Use Classrooms	7	64%
Number of and % Of Special Education Classrooms	2	18%
Number of and % Of Special Use Classrooms	2	18%
	11	**100%**

Number of Portable Classrooms	0	0%
Number of Assigned Classrooms	11	100%

SOUTH VALLEY PREPARATORY SCHOOL UTILIZATION PROJECTED CONDITIONS

South Valley Preparatory Charter School: 210 Charter Capacity

Rm #	Clrm Use	Teacher	Clrm NSF	Max # of St./ Sq Ft	Max Capacity or PED MAX PTR/Clrm	Functional Capacity	A. S. Y/N	PERIOD 1 7:45-7:52 AM				PERIOD 2 7:55-9:05 AM			
								# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject
1	A&C	Montez	642	23	23	23	N	25	109%		Homeroom	23	100%	8th	Math
2	Math	Martinez	642	23	23	23	N	26	113%		Homeroom	23	100%	8th	Math
3	Humanities	Greenley	663	24	24	24	N	26	108%		Homeroom	22	92%	6th	Humanities
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27	Humanities	Gonzalez	625	22	22	22	N	22	100%		Homeroom	0	0%		
45	Science	Munsey	858	31	27	27	Y	21	78%		Homeroom	21	78%		
36	Math		675	24	24	24	N	21	88%		Homeroom	21	88%		
25	Science Lab	cia/ (5th Blea, Gino)	1,014	36	27	27	Y	22	81%		Homeroom	27	100%	7th	Science
30	ART	Mares	1,314	47	27	27	Y	0	0%			0	0%		
20	SPED	Coty	368	13	13	13	N	0	0%			5	38%	8th	Math SPED
26	Cafeteria/PE/RTI	Blea, Gino	1,857	66	27	27	Y	0	0%			21	78%	6th	PE
	SUBTotals w/ Portables		**8,145**	**291**	**258**	**258**		210	97%			210	87%		
	SUBTotals w/o Portables		**8,145**	**291**	**258**	**258**									

LEGEND	
	General Instruction
	Special Education
	Special Programs
	Non-Instructional

Number of Lunch Turns Per Day	2

Current Grade Configuration:	6-8
2020-21 Student Enrollment:	210

South Valley Preparatory Charter School

GRADE LEVEL	EXPECTED ENROLLMENT	NUMBER OF / SPEC NEEDS STUDENTS PER GRADE	CURRENT NUMBER OF TEACHERS	NUMBER OF TEACHING SPACES
6th Grade	70		5	
7th Grade	70		5	
8th Grade	70		4	
TOTALS	**210**	**0**	**14**	**11**

SOUTH VALLEY PREPARATORY SCHOOL UTILIZATION PROJECTED CONDITIONS

South Valley Preparatory Charter School: 210 Charter Capacity

PERIOD 3				PERIOD 4				PERIOD 5				PERIOD 6			
9:08-10:18 AM				10:21-11:41 AM				11:41-12:31 AM / Lunch 6th - 7th				12:33-1:23 PM / Lunch 8th			
# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject
29	126%	6th	Math	20	87%		Reading	0	0%		Prep	26	113%	7th	Alab
15	65%	6th	Math	20	87%		Reading	0	0%		Prep	27	117%	7th	Alab
0	0%		Prep	0	0%			0	0%			21	88%	6th	JA
0	0%		Prep	21	84%		Reading	0	0%			22	88%	6th	JS
25	109%	8th	Science	21	91%		Reading	0	0%			0	0%		Prep
10	45%	6th	Math	20	91%		Reading	0	0%			22	100%	6th	JS
21	78%			21	78%		Reading	21	78%			22	81%		
21	88%			21	88%		Reading	0	0%			0	0%		
26	96%	8th	Science	21	78%		Reading	23	85%	8th	Health	0	0%		
27	100%	7th	Art	20	74%		Reading	26	96%	8th	Art	0	0%		
9	69%	6th	Math	15	115%		Reading	0	0%			0	0%		
27	100%	7th	PE	0	0%			140	519%	6,7	Lunch/Recess	70	259%	8th	Lunch/Recess
210	88%			200	87%			210	194%			210	121%		

1) Max # of St./Sq. Ft.= The maximum number of students allowed per the Statewide Adequacy Standards square feet.
2) PED Max PTR/Clrm = PED's maximum pupil / teacher ratio per class period.
3) Tot. St. = The total number of students in the specific instructional space throughout the day.
4) PED Max. PTR/Day = The maximum pupil teacher ratio allowed by PED for specific teacher per day allowed.
5) Tot. % Rm Occ. / Day = Total average percentage room is occupied throughout the day. (count all periods in average)
6) Occ. # of Pd.'s / Day = Occupied number of periods occupied per day. (Prep period may be counted as utilized if teacher does not have a separate office from classroom)
7) % Pd. / Day = The average percent of occupied periods (occupied number of periods divided by the number of periods available per day).

SOUTH VALLEY PREPARATORY SCHOOL UTILIZATION PROJECTED CONDITIONS

South Valley Preparatory Charter School: 210 Charter Capacity

PERIOD 7				PERIOD 8				PERIOD 9				Tot. St.	PED Max. PTR /Day	Tot. % Rm Occ. / Day	Occ # of Pd.'s / Day	% Period / Day
1:26-2:36 PM				2:39-3:29 PM				3:32-3:38 PM								
# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject	# of St.	% Rm Occ.	Grade	Subject					
23	100%	7th	Math	20	87%		Bilingual	25	109%		Homeroom	**191**	**160**	**92%**	**9**	**100%**
23	100%	7th	Math	14	61%		RTI	26	113%		Homeroom	**174**	**160**	**84%**	**9**	**100%**
25	104%	8th	Humanities	20	83%		RTI	26	108%		Homeroom	**140**	**160**	**65%**	**7**	**78%**
26	104%	8th	Humanities	20	80%		RTI	26	104%		Homeroom	**162**	**160**	**72%**	**8**	**89%**
21	91%			19	83%		RTI	21	91%		Homeroom	**154**	**160**	**74%**	**8**	**89%**
0	0%		Prep	20	91%		RTI	22	100%		Homeroom	**116**	**160**	**59%**	**7**	**78%**
21	78%	6th	Science	17	63%		RTI	21	78%		Homeroom	**186**	**160**	**77%**	**9**	**100%**
0	0%			17	71%		RTI	21	88%		Homeroom	**122**	**160**	**56%**	**6**	**67%**
21	78%			20	74%		RTI	22	81%		Homeroom	**182**	**160**	**75%**	**8**	**89%**
21	78%	6th	Art	15	56%		RTI	0	0%			**109**	**160**	**45%**	**5**	**56%**
7	54%	7th	Math/SPED	14	108%		RTI	0	0%			**50**	**112**	**43%**	**5**	**56%**
22	81%	6th	PE	14	52%		RTI	0	0%			**294**	**160**	**121%**	**6**	**67%**
210	87%			210	76%			210	97%			**1,586**	**1,712**	**67%**	**81**	**82%**

FACILITY CAPACITY (with and without Portables)	
Maximum Facility Capacity w/ Portables	258
Maximum Facility Capacity w/o Portables	258
Functional Facility Capacity w/ Portables	258
Functional Facility Capacity w/o Portables	258
Instructional Space Capacity w/ Portables @ 67%	173
Instructional Space Capacity w/o Portables @ 67%	173

Based On Number of Instructional Spaces:		
Number of and % Of General Use Classrooms	8	73%
Number of and % Of Special Education Classrooms	1	9%
Number of and % Of Special Use Classrooms	2	18%
	11	**100%**

Number of Portable Classrooms	0	0%
Number of Assigned Classrooms	11	100%

2.5 Facility Maintenance

At the beginning of this FMP/Educational Specification process SVPS did not have a Preventative Maintenance Plan in place, but is working with PSFA to develop a plan in the 2020-2021 school year.

South Valley Preparatory School contracts custodial services. The SVPS staff maintain the facility in very good condition and no substantial maintenance issues were discovered during assessments.

South Valley Preparatory School has prioritized a list of projects that will be completed throughout the duration of this facilities master plan. The school has identified maintenance projects that fall under Life/Health/Safety/Security/Code and systems renewal projects that could be addressed as capital plan projects, such as: upgrade of perimeter fencing, upgrade HVAC units, replace or repair roof, and upgrade parking lots and asphalt areas.

South Valley Preparatory School has a plan to address these issues, for further details, refer to Section 4: Capital Plan.

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SECTION 3: PROPOSED FACILITY REQUIREMENTS

GS ARCHITECTURE

SECTION 3

Proposed Facility Requirements

3.1 FACILITY GOALS AND CONCEPTS

3.1.1 School Facility Goals

Development of the facilities master plan/educational specification (FMP/Ed Spec) process for South Valley Preparatory School (SVPS) started with a strategic planning meeting. The strategic planning meeting participants were selected by the SVPS administration and became participants of the SVPS FMP core committee. During this meeting the FMP/Ed Spec goals, expectations, and objectives were discussed:

The core committee established the following goals and concepts to guide future improvements to SVPS facilities:

- Develop educational program spaces for 210 students including:
  •Health & Wellness
  •Outdoor Learning Spaces.
- Expand Community School Services Program for:
  •Parents
  •Students
  •Community
  •Neighbors - San Jose
  •Pre-K
- Increase School Partnerships

Issues, concerns, and needs that were identified during the FMP/Ed Spec process include the following:

- Security: Address parent drop-off/pick up area and fencing
- Technology: School has funding available to update technology and infrastructure; technology is constantly changing and needs to be updated
- Enrollment: Increasing from 168 to 210 students
- Facility Size and Condition: A/C units; roof, limited restrooms; sprinkler system
- Community: More students are from local area

South Valley Preparatory School (SVPS) is in compliance with Section 22-8B-4 NMSA 1978. The school is not leasing the building since it was purchased by its charter foundation in 2018.

3.1.2 Concepts

Safety and Security:

South Valley Preparatory School has installed exterior and interior cameras on the facility. The cameras are primarily precautionary as the school has not experienced serious security issues.

Proposed Facility Requirements

During the parents' meeting, some suggested that the school should upgrade their security system to include audio. South Valley Preparatory School also has controlled access to the building at its main entrance. The school identified some areas related to safety and security that need to be addressed as soon as funding is available. These include the parent drop-off/pick-up area and the upgrade of the perimeter fencing. The school needs to install ADA compliant signage throughout the facility. There is no current signage present and the facility does not comply with ADA signage requirements.

Sustainability:

South Valley Preparatory School has not had the opportunity to implement any sustainable features in its facilities but it is interested in solar energy and natural day lighting. The school will pursue these areas as funding becomes available.

Flexibility:

South Valley Preparatory School would like the flexibility of having outdoor learning spaces. This would help the school to support its educational program and its curriculum which is based on the principle of small learning communities. Currently, SVPS occasionally utilizes its recreation space located in the north as a learning space; however, the school feels they need spaces that are more adequate for outdoor learning experiences. South Valley Preparatory School identified the need to upgrade and install additional outdoor learning spaces in the next five years. The interior of SVPS is non-load beam which would allow a complete reconfiguration of the interior should a change in the educational program require a different classroom set up.

Community Use

South Valley Preparatory School is a community focused school and is dedicated to providing a place for community to come together. The school facilities may be used by the community for a variety of activities including parent meetings, student presentations and events, after-school clubs, adult education, and summer activities. The multi-purpose area provides space for student presentations and parent meetings. This area also allows community groups to utilize the space for after-school, Saturday practices, and summer activities. South Valley Preparatory School has identified the need for Pre-K services in the community and is working together with its community to find a way to fill that need.

Proposed Facility Requirements

Utilities

South Valley Preparatory School is working to replace its HVAC with a more efficient system. The school is also upgrading to LED lighting as funding is available to reduce utility costs.

Outdoor Physical Education / Playfield Space:

The South Valley Preparatory School site has limited outdoor play areas for their student population. Currently, SVPS has a small recreation space located on the north and west side of the building. The area is enclosed by a four-foot chain-link fence, typically with razor wire at the top.

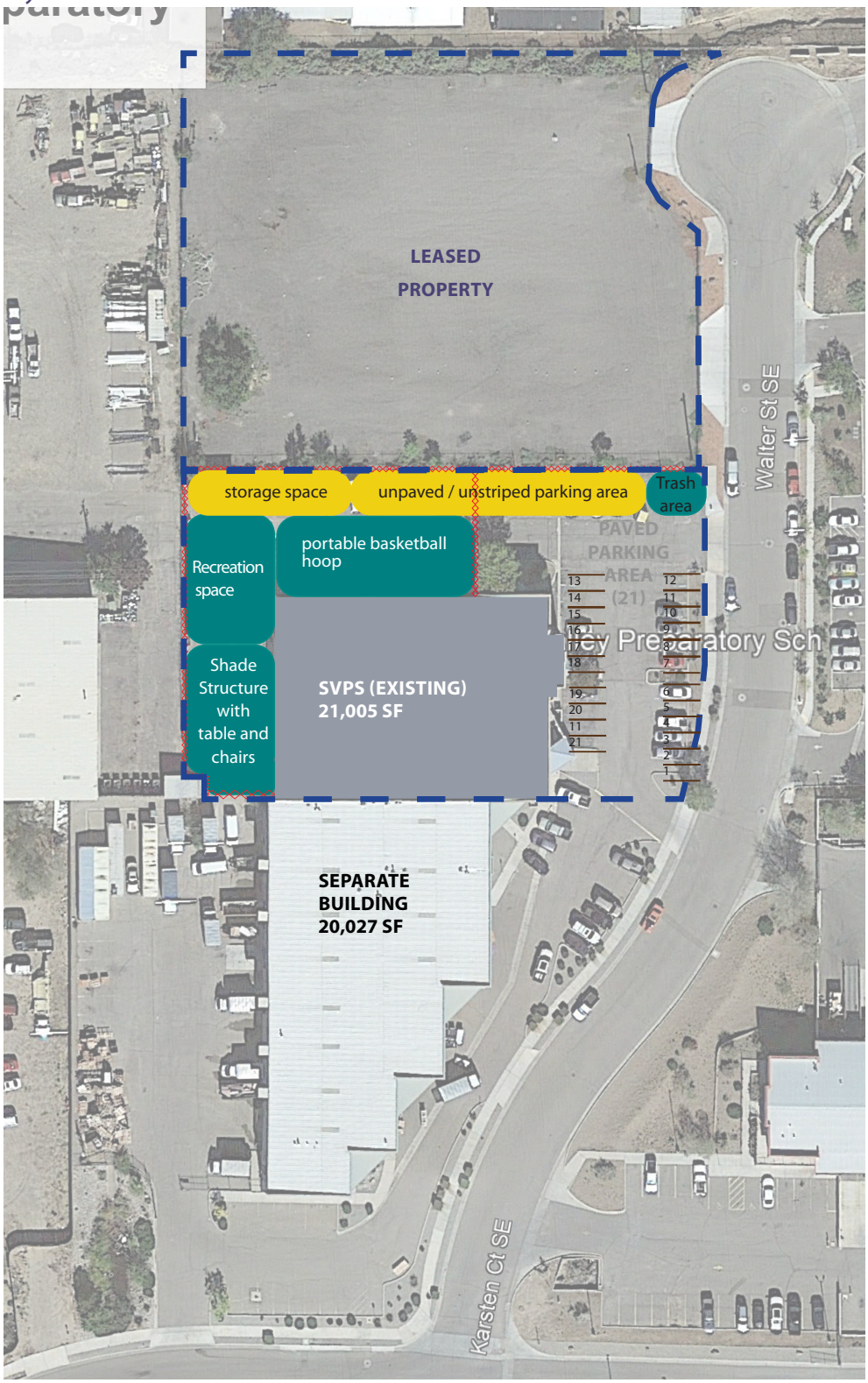
South Valley Preparatory School would like to develop an outdoor PE/ Recess area with grass field and basketball courts.

Currently, along the west side of the building, there is a sloped pavement area as shown in the photos below. The photos also show some of the outdoor recreational spaces that the school has currently available.

The following pages show the existing layout of the playground in relation to the school building and the proposed playground and outside recreational spaces.

Proposed Facility Requirements

Existing Playfield Layout



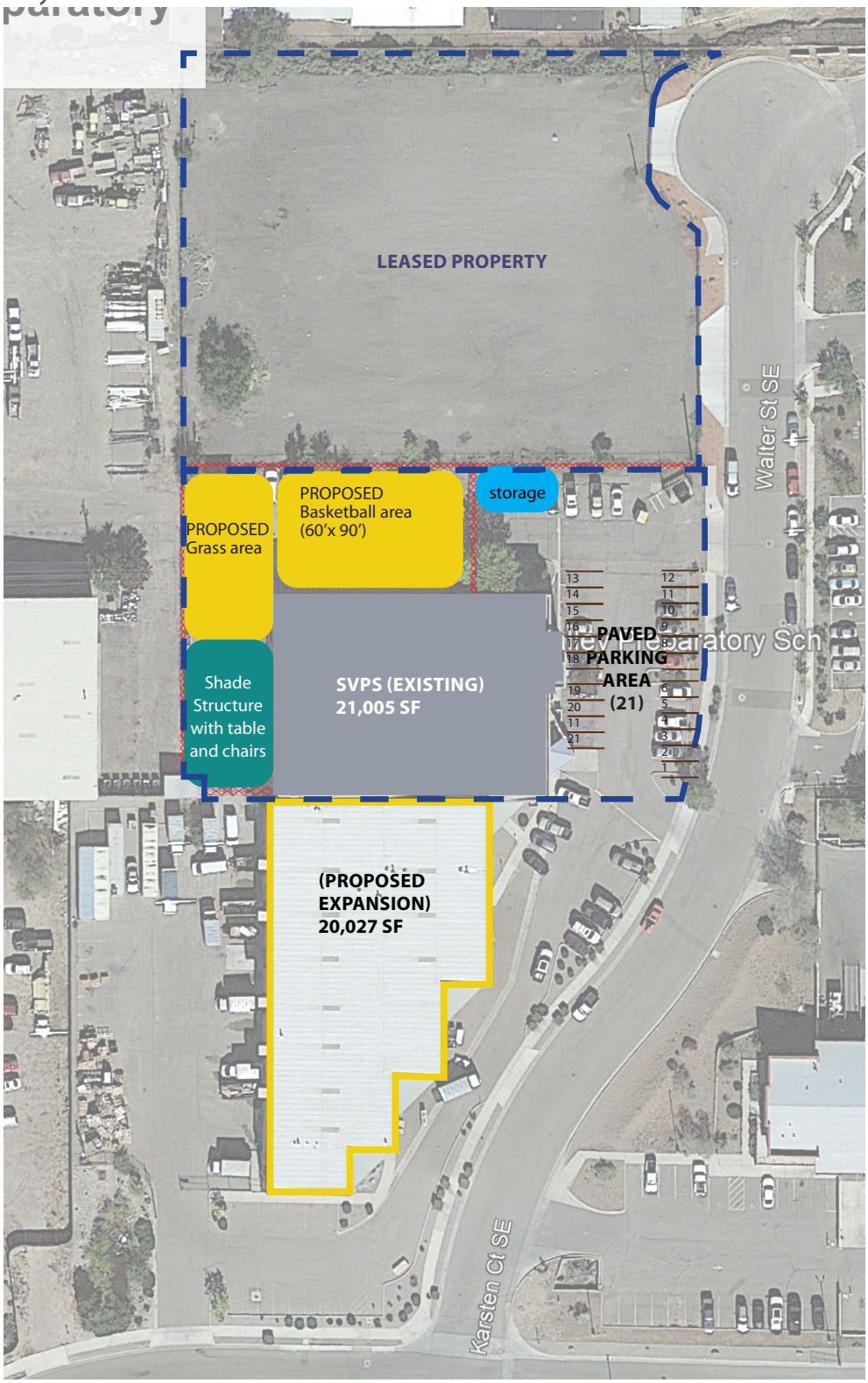
2551 Karsten CT SE

Symbology

- Fence
- Property line

Proposed Facility Requirements

Proposed Playfield Layout



2551 Karsten CT SE

Symbology

- Fence
- Property line
- Proposed

Proposed Facility Requirements

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SECTION 4: CAPITAL PLAN

GS ARCHITECTURE

SECTION 4

Capital Plan

4.1 TOTAL CAPITAL NEEDS

SOUTH VALLEY PREPARATORY SCHOOL (SVPS) CHARTER SCHOOL CAPITAL PLAN

South Valley Preparatory School undertook the development of this 2020-2024 Facilities Master Plan/Educational Specification (FMP/Ed Spec) to provide direction for the school's facilities for the next five years and beyond. The capital needs for SVPS were derived from the identified facility needs of the school and its campus which are based on the age and condition of its permanent facilities, the educational program, and the school's mission. The facility needs were identified by visual inspection of the school, meetings with school staff and parents, and the SVPS FMP/Ed Spec Core Committee. The school staff, SVPS FMP/Ed Spec Core Committee, and the Governing Council reviewed the facility information to assure all facility needs had been identified for their impact on the facilities and to anticipate the impact they may have on the existing facilities within the life of this FMP/Ed Spec.

FACILITIES MASTER PLAN / EDUCATIONAL SPECIFICATION GOAL

A Facilities Master Plan/Educational Specification goal of South Valley Preparatory School is to provide quality education to all its students in a comfortable and stimulating learning environment that is housed in safe, efficient and effective facilities. To accomplish this goal, the school must provide adequate facilities that will support the school's mission, educational program, and student enrollment. South Valley Preparatory School has embraced the 'size right' philosophy for its facilities since its inception and continued to embrace this philosophy throughout the development of its capital improvement plan. South Valley Preparatory School is 37 percent below the state's recommended facility square footage for its 2019-2020 student enrollment of 168.

OBJECTIVES IN DETERMINATION OF CAPITAL PLAN

South Valley Preparatory School has a unique student enrollment, educational program, and philosophy when compared to the other schools located within its service areas. It is a state-chartered school located within the Albuquerque Public School District, in the southern portion of town. The school undertook the development of this Facilities Master Plan/Educational Specification in partnership with PSCOC/PSFA and its community to identify basic facility requirements and develop a realistic and relevant capital plan that will assist the school in reaching its facility goal and objectives. The Facilities Master Plan/Educational Specification process aided SVPS in identifying and addressing the unique facility needs of the school.

To adequately address the goals and objectives of this Facilities Master Plan/Educational Specification and determine space requirements, there were several objectives that were established, reviewed, analyzed, and discussed throughout the FMP/Ed Spec process. School staff, parents and community members provided input on the following facility objectives:

Safe and secure facilities

Technology
Efficient and effective facilities sized for student enrollment
Condition of existing facilities
Best use of existing facilities
Utilization of existing facilities
Facilities required to meet student needs and the school's mission
Facilities that comply with State requirements and standards

Safe and Secure Facilities

Safety and security of students, staff, and visitors is a facility objective for SVPS. The current school facilities and their layout make school security relatively easy to manage. However, there are some improvements that the school would like to implement to increase the security of the building and the site including addressing the issues at the parent drop-off/pick-up area and to upgrade the perimeter fencing.

The front entry of the school is very clear and inviting for first time visitors. The number of building that exists is minimal and easily managed. The school has installed a security camera system to aid in the process; however, it is time to upgrade the system for improved security. South Valley Preparatory School addresses school safety issues as they arise in a timely manner with SB-9 and HB-33 funds.

Technology

South Valley Preparatory School is committed to integrating the latest technology available into classrooms. The school has funding available to update technology and infrastructure; however, the fast-paced evolution of educational technology has made it a challenge to provide all students with the latest technology. Technology has been identified as a top priority for SVPS. The school is looking to update its technology including hardware, software, training, and broadband during the life of this FMP/Ed Spec.

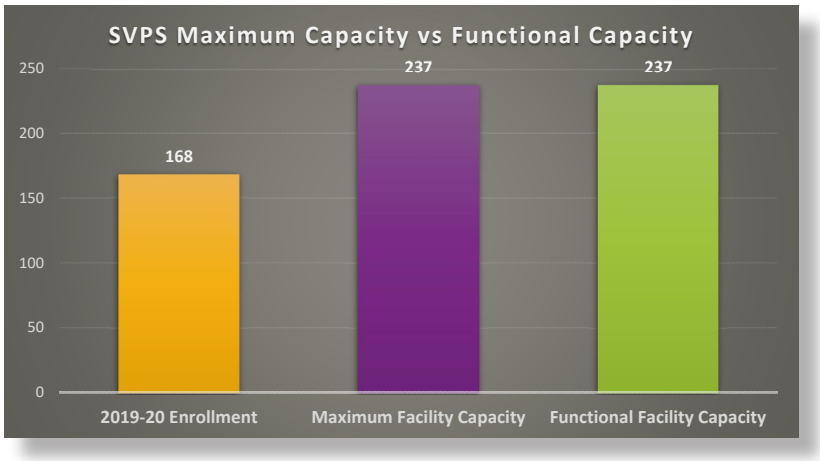
The school continues to upgrade its technology infrastructure to keep up with the advancements. Technology is a tool that SVPS uses extensively in the classroom and for support services which requires a steady funding source for equipment, software and training. The school applies for e-rate funding and utilizes SB-9 and HB-33 funds to address its technology needs. South Valley Preparatory School is aware of the broadband initiative that PSCOC/PSFA has undertaken to provide all New Mexico Public School Districts with affordable and high-speed broadband access and will apply for this funding when appropriate.

Efficient and Effective Facilities Sized for Student Enrollment

For many schools in New Mexico, student enrollment has been declining in recent years; however, South Valley Preparatory School has experienced growth in its 6th – 8th grade student enrollment since its inception in 2010. The student population has increased from 88 students in 2010-2011 to 168 students in 2019-2020. Currently, the school's maximum charter capacity is 156 students. South Valley Preparatory School applied for and was granted an increase in its capacity from 156 to 210 students in 2020-21. This increase in enrollment will bring the school close to its functional facility

Capital Plan

capacity of approximately 237 students. The school has expanded one classroom and created an addition classroom from support spaces to increase the functional capacity of the school to 258 students for the 2020-2021 school year.



The existing SVPS facilities are near functional capacity, but creative space use by the staff will enable the school to accommodate the increase in student enrollment. The school would like to expand its educational program and facilities in the next five years by purchasing the adjacent, attached property. The school is working with its Governing Council and exploring funding options to increase the size of its facilities to meet its needs.

Condition of Existing Facilities: Permanent and Portable

The facilities at South Valley Preparatory School were assessed for the age of their building systems and ability to meet NM Adequacy Standards. The building was built in 1990 with an addition in 2000. The Academy of Trades and Technology Charter School purchased and occupied the building from 2010 until it closed in 2018. Then during the summer of that same year, SVPS moved into the facility. South Valley Preparatory School Foundation purchased the building which is approximately 21,005 square feet. The school also leases the land located on the north side of the building which is used as additional playground and parent drop-off and pick-up. In 2020 SVPS renovated some of the spaces upstairs to expand the instructional space and be able to accommodate the anticipated growth in enrollment. South Valley Preparatory School has no portable classrooms.

The majority of building systems in the school are in good condition and still operational. There are some building systems that are or will be in need of repair or replacement within the next five years. The roof, HVAC, parking lot and asphalt areas, and library furniture are some of the building systems that could need repair and/or replacement during the lifespan of this document. The roof and the HVAC units are the only building systems that are currently over their life span and need to be replaced as soon as funding allows to avoid collateral damage and increased expense.

Regular and preventive maintenance is the major need of the existing facilities. South Valley Preparatory School has its own maintenance personnel for daily maintenance and work orders that arise. The school is currently working with PSFA to develop a Preventive Maintenance Plan which will help to extend the life span of its building systems.

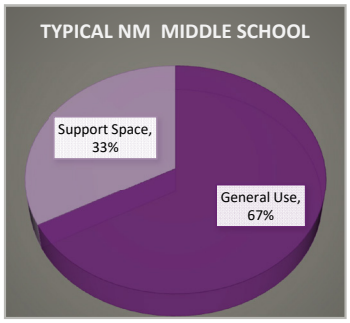
Best Use of Existing Facilities

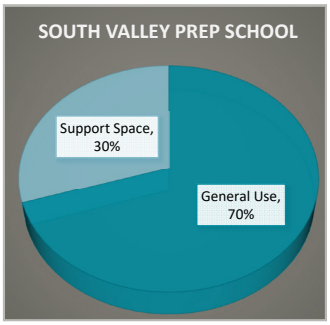
South Valley Preparatory School has a very efficient overall footprint of 125 square feet per student

and wants to maintain efficiency while meeting student and staff needs. Part of the FMP/Educational Specification process was to look at the functions being housed in existing spaces and determine their relevance to the school's mission and vision. All spaces at SVPS are functioning at their maximum capacity. The school has a good balance of assigned instruction spaces to support instructional spaces for its educational program. A typical middle school should have a ratio of 67 percent assigned classrooms to 33 percent support instructional space. South Valley Preparatory School has a ratio of 70 percent assigned classrooms to 30 percent support instructional space; however, once the school increases its charter capacity and reaches its maximum enrollment of 210 students, this ratio is expected to change to 82 percent assigned classrooms to 18 percent support instructional space. This indicates that the school is reaching maximum capacity and could require additional space to adequately support its educational program. Any additional increase in student population or educational program would require an increase in square footage.

Utilization of Existing Facilities

A capacity and utilization study of SVPS was a requirement of PSCOC/PSFA for this FMP/Educational Specification. Refer to Section 2 for a detailed analysis of the utilization study. The utilization study analyzed the current school configuration and student enrollment and also the projected school configuration and student enrollment. This study was an essential part of identifying and understanding the overall space needs of the school and the impact additional students and space will have on the overall utilization of the school. The study revealed that the school has a pupil to teacher ratio (PTR) of 15:1 with 26:1 being the maximum identified by PED. Due to the size of the classrooms at SVPS the majority can accommodate approximately 22 students, not 26 students, based on NMAS recommended square footage per student. The overall school at a student population of 168 has a 56 percent classroom utilization rate and a 70 percent facility utilization rate. The 56 percent classroom utilization rate indicates that 56 percent of seats in the classrooms on average are full and 44 percent of seats are empty. The 70 percent facility utilization rate indicates that 70 percent of its classrooms are assigned classrooms with only 30 percent unassigned support instructional classrooms. When the student enrollment increases to 210 the classroom utilization rate will increase to 67 percent and the facility utilization rate will increase to 82 percent. As stated above, this is a very high efficiency rate for schools and any increase in the percentage of assigned classrooms would dramatically impact the educational program of the school.





Facilities Required to Meet Student Needs and School's Mission

A major concern of school staff, students, parents and its community has been providing facilities that support the mission of the school and meet the students' needs. Prior to 2018, the school was housed in a facility of 9,584 square feet. In 2018 SVPS addressed the needs of the school by relocating to its current facilities of 21,005 square feet. The need to relocate to a larger facility was identified in the 2012-2017 SVPS FMP/Ed Spec.

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Capital Plan

The current 21,005 square foot building of South Valley Preparatory School meets the needs of the 156 students which was the charter capacity of SVPS. The school made modifications in 2020 to its existing facilities which will allow it to accommodate the increased charter capacity of 210 in 2020-21; however, these modifications have pushed the facilities to the limit of their capacity and has the potential to limit the educational program. South Valley Preparatory School has identified changes in its educational program that it would like to implement, but the existing facilities cannot accommodate the changes.

A major change to the school's educational program is the creation of a Pre-K program which has been identified as need in the SVPS community. To accomplish this, South Valley Preparatory School would have to acquire the attached property to the south to create additional classroom space to house the Pre-K program. The current physical education program at SVPS is limited because the school does not have a gymnasium or an adequate outdoor physical education space. The school has identified the creation of a gymnasium and outdoor physical education spaces as high priorities to meet the physical education needs of its students, increase student participation in extracurricular activities and provide much needed community resources. The creation of outdoor physical education and recess spaces include a grass field, basketball courts and the upgrade/expansion of existing outdoor learning spaces. There is also the need to install additional restrooms since the current available restrooms are not sufficient for the projected number of students at SVPS.

Facilities that Meet State Requirements and Standards

Part of this FMP/Ed Spec. process was to assess the SVPS facilities for compliance with all State requirements and standards. South Valley Preparatory School is a State charter school which means that when it was granted a charter it had the option to waive certain minimum New Mexico Adequacy Standards that public schools are required to provide for their students. At the time of its original charter, the major facility requirement that SVPS waived was a gymnasium. Currently, the school is looking for the opportunity to expand its facilities and would like to build a standalone a gymnasium and acquire the attached property to create additional classroom space.

The New Mexico State requirements and standards that were utilized in the assessment of SVPS are:

- NM Adequacy Standards Recommended Square Foot per Student
- Public Education Department's (PED) Pupil to Teacher Ratio (PTR)
- New Mexico Adequacy Standards
- New Mexico Adequacy Planning Guide
- School District Facilities Master Plan Components and Guidelines
- Common Core Standards

The existing permanent facilities of the school meets the needs of the students, but there are spaces that do not meet the minimum New Mexico Adequacy Standards (NMAS). Refer to the table on the next page for the spaces do not meet the minimum New Mexico Adequacy Standards.

Name of Space	Existing Square Footage	NMAS Minimum
Student health	No dedicated space	210 sf
Kitchen	769 sf	1,600 sf
Library	460 sf	1,200 sf
Gymnasium	No dedicated space	5,200+ sf
Network Distribution	69 sf	120 sf
Technology Support	0 sf	300 sf
Playfield	No dedicated space	

The above listed items do not meet the minimum New Mexico Adequacy Standards; however, charter schools do not have to meet the minimum NMAS if they meet the needs of the students.

SOUTH VALLEY PREPARATORY SCHOOL CHARTER SCHOOL EXISTING AND PROPOSED FOOTPRINT

For a charter school that partners with PSCOC/PSFA, the NM Adequacy Standards recommended square foot per student formula is utilized to determine the overall footprint of the school. The formula is dependent upon the grades served by the schools, the student population, and the overall square footage of the individual school to assure that a school is sized right. PSCOC/PSFA works closely with NM public school districts and charter schools to size right facilities that meet student and staff needs and does not create a maintenance burden for the district or school. As a school project comes on-line, the actual overall school footprint will be calculated based on the PSCOC awarded capacity of the school and the NM Adequacy Standards square foot per student formula.

The following information is based on the existing SVPS facility, the proposed SVPS facilities and how they compare to New Mexico Adequacy Standards:

Existing SVPS with 168 Students:

Existing Square Foot Per Student:	125 sf/student
Existing South Valley Preparatory School Footprint:	21,005 sf

NM Adequacy Standards Recommended Schools:

Recommended Square Foot Per Student:	199 sf/student
Recommended Overall School Square Footage:	33,500 sf

The existing facilities of SVPS are 37 percent below State recommendations.

Existing SVPS with new charter capacity of 210 students:

Proposed Square Foot Per Student:	100 sf/student
Proposed SVPS ES Charter School Footprint:	21,005 sf

Capital Plan

NM Adequacy Standards Recommended Schools:

Recommended Square Foot Per Student:	161 sf/student
Recommended Overall School Square Footage:	33,781 sf

The existing facilities of SVPS will be approximately 38 percent below State recommendations once it reaches its new charter capacity of 210.

QUANTITY AND SIZE OF SPACES

During the Facilities Master Plan/Educational Specification process, the quantity and size of spaces required to support the SVPS educational program was discussed at length. It was determined that the existing facility, even though it is below NM Adequacy Standards square foot per student, meets the current student enrollment and educational program needs of SVPS; however, the existing quantity and size of instructional spaces is not fully adequate to support the projected increase in student population to its charter of 210, its projected and desired educational program and the mission of SVPS. The current SVPS facility has 11 instructional spaces of various sizes and support spaces housed in 21,005 sf for 156 students. Refer to section 2.2.3 for the Space Summary table for a list of required spaces and their size to meet the needs of the SVPS students.

SOUTH VALLEY PREPARATORY SCHOOL CHARTER SCHOOL CAPITAL FUNDING SOURCES

SB-9 FUNDS:

South Valley Preparatory School receives approximately $50,720 in SB-9 funds through Albuquerque Public Schools per year. The APS SB-9 election was held in 2019 and will be up for renewal in 2025. South Valley Preparatory School is responsible to provide the preventive and regular maintenance for its facilities as the school is the owner of the building. Their SB-9 funds have been and will continue to be used for preventive and regular maintenance of the school. Due to the age of its permanent facilities, there have been minimal maintenance expenses to date; however, the facilities are reaching an age where some of its building and site systems are going to require updating or replacement.

The technology program at SVPS is funded through their SB-9 funds and e-rate when available.

HB-33 FUNDS:

In 2016 Albuquerque Public Schools passed a HB-33 bond which will result in approximately $102,743 capital funding on a yearly basis for SVPS for the next five years. The 2016-2017 school year was the first school year that these funds were available to SVPS. The school has identified these funds for implementation of its capital plan and to address major facility needs.

GENERAL OBLIGATION BOND FUNDS:

As a State charter school, SVPS does not qualify to receive any of the general obligation bond (GOB) funding through the APS GOB elections. At this point in time, there are no GOB funds available for State chartered schools.

Capital Plan

PSCOC / PSFA FUNDS:

The current Facilities Assessment Database (FAD) ranking of SVPS is 154 with a weighted NMCI of 33.08 percent. With the current FAD ranking, it appears that there could be opportunity to partner with PSCOC/PSFA during the life span of this document to obtain funding assistance. To obtain funding from PSCOC/PSFA the school needs to have its funding match for the project which is the same as the state/local match for APS. Currently, the state participation of approved projects for SVPS is 45 percent while the school participation is 55 percent; however, by 2024 the state participation will be reduced to 12 percent and the school participation will be increased to 88 percent. South Valley Preparatory School will continue to work with PSCOC/PSFA and apply for funding when and if appropriate.

SVPS PSFA Facilities Assessment Database (FAD)

School	2019-20 Rank	2020-21 Rank	Weighted NMCI
South Valley Preparatory School	174	154	33.08%

State Share 45%, School Share 55% of a PSCOC/PSFA approved project

DIRECT LEGISLATIVE APPROPRIATIONS:

South Valley Preparatory School has received direct legislative appropriations for its facilities. The school is currently waiting for a pending legislative appropriation of $235,000 for a fire sprinkler system. The money from this source will help SVPS to address some of its 2020-2024 needs/priorities. It is not possible to determine the amount of funds that SVPS could receive from direct legislative appropriations. The amount of money from legislative appropriations accepted by the school will be deducted from any capital outlay funds. Due to state regulations regarding legislative appropriations, PSCOC/PSFA has been deducting funds from project awards leaving the school with a current offset balance of $37,986.

STATE SVPS ASSISTANCE FUNDS:

South Valley Preparatory School has received State land lease assistance funding since the 2019-2020 school year. The school receives approximately $17,100 per year which is applied toward its annual lease of $34,200. This is a land only lease for the land located north of the school building. This land is used for various purposes such as additional playground, outdoor facility, and parent drop-off/pick-up.

GRANTS AND OTHER FUNDING SOURCES:

South Valley Preparatory School actively pursues any other funding sources that are available. Currently, there are no other funding sources that will support capital projects for which the school has applied.

The table on the following page lists the sources of funding that the school utilizes to address its facility needs:

Capital Plan

SVPS Funding Sources

Sources of Funding for:	SB-9	HB-33	E-rate
Life/Health/Safety/Security/Code Issues	✓		
Maintenance / Preventive Maintenance	✓	✓	
Technology / Broadband	✓		✓
Building Systems Upgrades	✓	✓	
Capital Projects		✓	

Note: Preventive Maintenance is sole responsibility of SVPS.

The following table shows the potential budget that the school anticipates by funding source to meet its 2020-2024 facility needs.

SVPS Anticipated Capital Funding

Funding Source	Project Type	Year	Amount
SB-9 Funds	Life-Health-Safety-Security-Code, Building System renewal, Preventive Maintenance, and Technology needs	2020-2024	$253,600
HB-33	Major Building System upgrades, Preventive Maintenance, Technology needs, and Capital Projects	2020-2024	$513,715
PSCOC/PSFA Lease Assistance	Land Lease Assistance	2020-2024	$85,500
TOTAL SVPS Facility Needs Anticipated Budget 2020-2024			**$852,815**

As shown above, SVPS has access to very limited capital funds to address its priorities and implement its capital plan.

SOUTH VALLEY PREPARATORY SCHOOL CHARTER SCHOOL 2020-2024 PRIORITIES

The South Valley Preparatory School (SVPS) prioritized list of facility needs for the next 5 years was developed by the SVPS FMP/Ed Spec Core committee and adopted by the SVPS Governing Council. The FMP/Ed. Spec Core Committee identified the facility needs throughout the school, discussed the facility needs and their impact on students and the school during the first committee meeting, and prioritized the facility needs during the second committee meeting.

The table on the next page is the prioritized list of SVPS 2020-2024 facility needs. The SVPS priorities listed in the table reflect the facility mission and goals of the school to provide a safe, comfortable, stimulating learning environment to all SVPS students in efficient and effective facilities.

Capital Plan

SOUTH VALLEY PREPARATORY FINAL FMP/ED SPEC 2020-24 PRIORITIES

FINAL Priority RANK	Priority Description	Funding Source	PSCOC / PSFA Funding	Schedule	Total Project
1	Lease / Purchase attached property to create additional classroom space	HB-33	1	2022	$4,556,143
2	Perform Preventive and Regular Maintenance	SB-9	2	202-24	$162,500
3	Upgrade Technology: Hardware, Software, Training, Broadband	SB-9	3	2020-24	$162,500
4	Create outdoor PE/recess area: grass field and basketball court(s)	SB-9	4	2021	$325,000
5	Upgrade all HVAC units	HB-33	5	2021	$764,582
5	Create a standalone gym	HB-33	5	2024	$3,087,500
6	Address parent drop-off / pick-up area	SB-9	6	2024	$78,000
7	Install additional restrooms	HB-33		2024	$182,000
8	Repair / Replace roof	HB-33	7	2022	$600,743
9	Install fire sprinkler system	HB-33		2024	$240,500
10	Install/upgrade outdoor learning space(s)	SB-9		2023	$97,500
11	Upgrade perimeter fencing	SB-9		2021	$65,000
12	Upgrade/repair parking lot/asphalt area	SB-9		2024	$104,000
13	Install ADA Signage	SB-9		2024	$3,250
14	Upgrade / replace library furniture	SB-9		2024	$32,500
15	Create Pre-K program in lease / purchase property	HB-33		2025	$3,254,388
	SVPS 2020-24 FMP/Ed Spec Facilities Priorities TOTAL:				**$13,716,105**

Priority 1 is to lease/purchase attached property to create additional classroom space. The attached property is currently occupied by Office Systems Installation, Inc. The South Valley Preparatory School Foundation and owners of the attached property are in discussion as to the possibility and terms of a lease/purchase of the property. This property occupies a square footage of approximately 20,027 sf. If SVPS is able to lease/purchase the building, the school will be able to create additional classrooms that will support its current educational program and be able to expand its programs by creating a Pre-K program which is an important need for the community. This priority could be addressed with HB-33 funds and/or funds from the school's foundation.

Priority 2 is preventive and regular maintenance. These are recurring items, such as immediate Life-Health-Safety-Security-Code-ADA Compliance and Preventive Maintenance needs, that the school must address to avoid impact to its educational program. South Valley Preparatory School is working with PSFA on development of a Preventive Maintenance plan that will help extend the life of existing building and site systems. This priority could be addressed with SB-9 funds as the needs arise and funding is available from 2020-2024, and is a high priority for PSCOC/PSFA funding.

Priority 3 covers all aspects of the school's technology such as hardware, software, training, and broadband. South Valley Preparatory School does not have a documented technology plan; nevertheless, the school works to update its technology infrastructure, equipment, and broadband width as needed and as funds are available to assure that its students are receiving a relevant educational program and are prepared for life after high school. South Valley Preparatory School uses SB-9 and E-rate to fund technology needs. This priority could be addressed with SB-9 and e-rate funds as funds become available and is a high priority for PSCOC/PSFA participation.

Priorities 4 and 5 identifies the need to create an outdoor PE/recess area and a standalone gymnasium, which includes a grass field and outdoor basketball courts. These two priorities will allow SVPS to increase its physical education program, expand student involvement in extracurricular activities and meet a community need. These priorities could be addressed with a combination of SB-9 and HB-33 funds as funds become available and are high priorities for PSCOC/PSFA participation.

Priorities 5, 8, 12 and 14 are related to building site and systems needs at the school. The building and site systems projects have been identified because SVPS has some areas where these building and site systems are past their useful life and have the potential to impact the school's mission. South Valley Preparatory School understands the importance of addressing the identified needs before they cause collateral damage. Priority 5 involves updating/replacing the HVAC system to keep students and staff comfortable. The existing HVAC system is approaching the end of its useful life. Priority 8 addresses the repair / replacement of the roof. The original building is a corrugated metal roof with a foam coating, both of which are near the end of their useful life. Priority 12 addresses the condition of the parking lot and the need to maintain it. Priority 14 addresses replacement of the existing library furniture which has reached the end of its useful life. These projects are the reflection of the school's dedication to maintaining its existing facilities and reduce deferred maintenance. These priorities could be addressed with a combination of SB-9 and HB-33 funds as funds become available and are high priorities for PSCOC/PSFA participation.

Priorities 6, 7, 9, 11 and 13 are related to life-health-safety-security-code-ADA needs at the school. Some of these needs are directly related to student safety and others are grandfathered in due to the age of construction of the building but have been identified by SVPS as needs that should be addressed. Priority 6 identifies the need to upgrade the safety of the parent pick-up/drop-off area which is located on leased property. Priority 7 addresses the need for additional restrooms. The anticipated increase in student enrollment to 210 will make the need for additional restrooms even more critical. Priority 9 identifies the potential need to install a fire sprinkler system. The school has received a direct legislative appropriation to address this issue, but the funds have not been released and the future of this project is unknown. Priority 11 identifies the need to upgrade the perimeter fence which is directly related to student and staff safety. Priority 13 addresses the need to install appropriate ADA signage at all doors of SVPS. These priorities could be addressed with a combination of SB-9 and HB-33 funds as funds become available and are high priorities for PSCOC/PSFA participation.

Priorities 10 and 15 are capital improvement projects related to the expansion of the SVPS educational program. Priority 10 identifies the need for outdoor learning spaces for student instruction. Priority 15 is the creation of a Pre-K program at SVPS to meet community needs. To implement this program the school must first purchase the attached building to have the room to house the Pre-K program. These priorities could be addressed with a combination of SB-9 and HB-33 funds as funds become available.

South Valley Preparatory School will continue to work with PSCOC/PSFA and apply for PSCOC/PSFA funds for building and site system renewal as they qualify. South Valley Preparatory School also pursues direct legislative appropriations to support its capital projects.

SECTION 4

Capital Plan

SOUTH VALLEY PREPARATORY SCHOOL CHARTER SCHOOL PROPOSED CAPITAL PLAN AND PROBABLE COST

The majority of the building and site systems at the SVPS facility are in good working condition. The actual facility needs based on the age and conditions of the permanent facilities are minimal. The condition of the SVPS building and site systems do require general and preventive maintenance; however, the greatest facility need of the school is upgrading/increasing school security, the repair or replacement of its roof, and the upgrade of all HVAC units. In addition, the long-range plan of SVPS is to lease or purchase the attached property to create additional instructional space and to create a standalone gym. This will allow SVPS to reach its educational goals and to effectively accommodate its new charter capacity of 210 students.

The following pages contain the capital plan and the associated, detailed spreadsheet providing funding information on the projects listed in the capital plan developed to meet the needs of SVPS. The associated spreadsheet identifies all needs sorted by funding source. The following legend will aid in understanding the funding source categories.

Funding Source Legend:

The total 2020-2024 facilities needs have been broken down into eight project types and corresponding funding sources. The eight project types and corresponding funding sources are:

BS-HB33: Building Systems anticipating HB-33 funding
BS-SB9: Building Systems anticipating SB-9 funding
LHSS-HB33: Life-Health-Safety-Security-Code projects anticipating HB-33 funding
LHSS-SB9: Life-Health-Safety-Security-Code projects anticipating SB-9 funding
MISC-HB33: Miscellaneous projects anticipating HB-33 funding
MISC-SB9: Miscellaneous projects anticipating SB-9 funding
PreMaint: Preventive Maintenance projects anticipating SB-9 funding
Tech: Technology projects anticipating e-rate, SB-9, and HB-33 funding.

The following tables summarize South Valley Preparatory School's total anticipated capital needs.

SVPS Project Cost by Funding Source

Project Type	Funding Source	Total Projects Cost	Percentage of Total
Building Systems Upgrades	BS-SB-9	$65,000	0%
Building Systems Upgrades	BS-HB-33	$1,397,825	10%
Life/Health/Safety/Security/Code Issues	LHSS-SB-9	$81,250	1%
Life/Health/Safety/Security/Code Issues	LHSS-HB-33	$344,500	3%
Miscellaneous Projects	MP-SB-9	$0	0%
Miscellaneous Projects	MP-HB-33	$11,502,530	84%
Preventive Maintenance	PreMaint-SB-9	$162,500	1%
Technology	Tech-HB-33	$162,500	1%
	SCHOOL TOTALS	**$13,716,105**	**100%**

Refer to the following pages for the South Valley Preparatory School Capital Plan.

South Valley Preparatory School Capital Plan and Detailed Facility Needs by Funding Source

SCHOOL PRIORITY	FACILITY NAME	AREA-Year	AREA	Identified By	SYSTEM	CATEGORY	Funding Source	FACILITY NEEDS	QTY	UNIT	COST/UNIT	MACC	TOTAL PROJECT COST
Life-Health-Safety-Security / Maintenance / Technology:													
2	SVPS			School	Maintenance	PrevMaint	BS-SB9	Perform Preventive and Regular Maintenance	5	year	$25,000.00	$125,000	$162,500
11	SVPS			School	Z-Fencing	LHSS	BS-SB9	Upgrade perimeter fencing	500	lf	$100.00	$50,000	$65,000
6	SVPS			School	Z-Parking Lots	LHSS	L-SB9	Address parent drop-off / pick-up area	20,000	sf	$3.00	$60,000	$78,000
13	SVPS			School	Institutional Equipment	LHSS	L-SB9	Install ADA Signage	50	ea	$50.00	$2,500	$3,250
3	SVPS			School	Technology	Tech	T-HB33	Upgrade Technology: Hardware, Software, Training, Broadband	5	year	$25,000.00	$125,000	$162,500
	LHSS & Facility / Site System Renewal:											**$362,500**	**$471,250**
Facility / Site System Renewal:													
5	SVPS		ES	School	HVAC	AdqStd	BS-HB33	Upgrade all HVAC units	21,005	sf	$28.00	$588,140	$764,582
8	SVPS		ES	School	Roof	FacRen	BS-HB33	Repair / Replace roof	21,005	sf	$22.00	$462,110	$600,743
14	SVPS		ES	School	Institutional Equipment	FacRen	BS-HB33	Upgrade / replace library furniture	1	ea	$25,000.00	$25,000	$32,500
12	SVPS			School	Z-Parking Lots	LHSS	L-HB33	Upgrade/repair parking lot/asphalt area	20,000	sf	$4.00	$80,000	$104,000
	LHSS & Facility / Site System Renewal:											**$1,155,250**	**$1,501,825**
Potential Capital Projects:													
9	SVPS			School	New Construction	LHSS	L-HB33	Install fire sprinkler system	1	ea	$185,000.00	$185,000	$240,500
1	SVPS			School	New Construction	EdPro	MP-HB33	Lease / Purchase attached property to create additional classroom space	20,027	sf	$175.00	$3,504,725	$4,556,143
4	SVPS			School	New Construction	AdqStd	MP-HB33	Create outdoor PE/recess area: grass field and basketball court(s)	1	ea	$250,000.00	$250,000	$325,000
5	SVPS			School	New Construction	EdPro	MP-HB33	Create a standalone gym	9,500	sf	$250.00	$2,375,000	$3,087,500
7	SVPS			School	New Construction	AdqStd	MP-HB33	Install additional restrooms	400	sf	$350.00	$140,000	$182,000
10	SVPS			School	New Construction	EdPro	MP-HB33	Install/upgrade outdoor learning space(s)	1	ea	$75,000.00	$75,000	$97,500
15	SVPS			School	New Construction	EdPro	MP-HB33	Create Pre-K program in lease / purchase property	20,027	sf	$125.00	$2,503,375	$3,254,388
	Potential Capital Projects:											**$9,033,100**	**$11,743,030**
	South Valley Preparatory School Facility Needs:							**TOTAL 2020-24 FMP/ED SPEC NEEDS:**				**$10,550,850**	**$13,716,105**

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SECTION 5: MASTER PLAN SUPPORT MATERIAL

GS ARCHITECTURE

SECTION 5

Master Plan Support Material

SOUTH VALLEY PREPARATORY SCHOOL / FACILITY EVALUATION SUMMARY

South Valley Preparatory School (SVPS) is a state charter school in Albuquerque, New Mexico within the Albuquerque Public School District boundaries. South Valley Preparatory School enrolls 6th through 8th grades. All classes are held at the SVPS facility. There are 11 instructional spaces in the facility, eight are general classrooms, two are special use classrooms, and one is used for special education. In addition to the instructional spaces, SVPS has rooms dedicated to administration, a shared cafeteria/gymnasium, and a library.

This section will offer support material for the SVPS Facility Master Plan (FMP)/Educational Specification including:

Sites and Facility Data
SVPS Existing Aerial
SVPS Existing Floor Plans
SVPS Roof and Construction Dates Plan
SVPS Capacity/Utilization Plans
Appendix

SECTION 5

Master Plan Support Material

5.1 SITES AND FACILITIES DATA TABLE

Facility Inventory	
Facility Name:	South Valley Preparatory School
District ID:	State Charter Schools
State ID:	515001
Current Address:	2551 Karsten Ct SE
Phone:	505-222-5642
Fax:	-
Email:	office@southvalleyprep.org
Principal / Site Manager:	Charlotte Trujillo
Open Date:	August 2010
Age of Charter School:	10 years
Original Construction of Charter Facilities:	1990 & 2000
Date of Major Renovations	2010
Date of School Acquisition:	2018
2019-20 40 Day Enrollment:	168
Charter Capacity:	156
Grades:	6-8
State FCI:	59.87
Site Acreage:	1.2 AC
Owned / Leased:	Owned/Lease additional land
Total Building GSF:	21,005 s.f.
Total Leased Land Acreage:	1.45 AC
General Use Classrooms:	8
Special Use Classrooms:	2
Gym / Multipurpose:	1
Number of Permanent Classrooms:	11
Number of Portable Classrooms:	0
Portable Classrooms % of Total:	0%
GSF / Student:	125

5.2 SOUTH VALLEY PREPARATORY SCHOOL AERIAL PLAN

Image sources: Basemap: 2020 Google Satellite, Esri City of Albuquerque Parcels

South Valley Preparatory School

2551 Karsten Court SE, Albuquerque, New Mexico, 87105

AERIAL PLAN

0 20 40 60 80 100 ft

5.3 SOUTH VALLEY PREPARATORY SCHOOL CONSTRUCTION PLAN

South Valley Preparatory

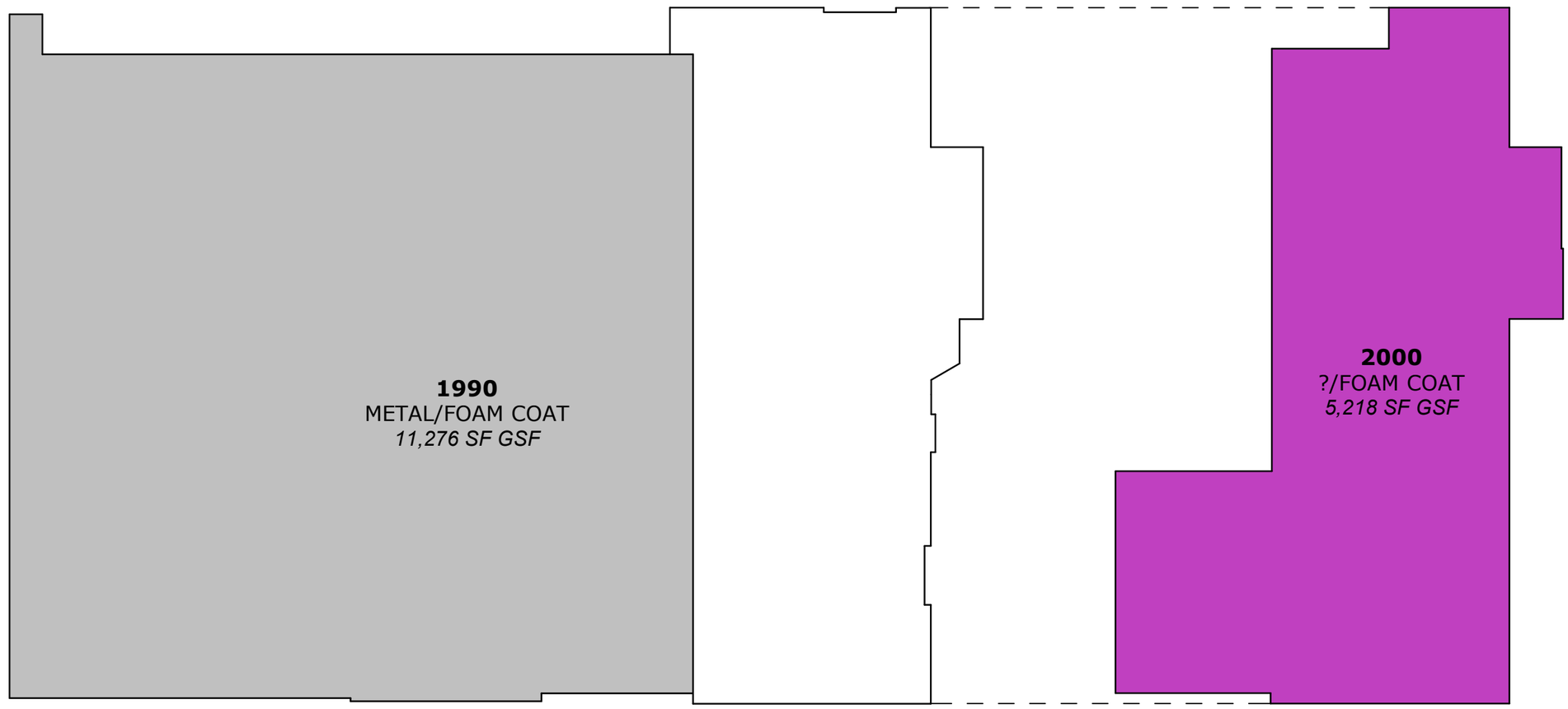
CONSTRUCTION DATES PLAN

N

0 10' 20' 40'

21,005 SF

5.3 SOUTH VALLEY PREPARATORY SCHOOL ROOF PLAN



Roof Dates

- 1990
- 2000

South Valley Preparatory

N

0 10' 20' 40'

ROOF PLAN

21,005 SF

5.3 SOUTH VALLEY PREPARATORY SCHOOL FLOOR PLAN

OVERALL LEGEND (BY NMAS TYPE)

- Administration
- Food Services
- General Storage
- General Use Classroom
- Library/Media Center
- Special Education Classroom
- Special Use Classroom
- Student Health/Counseling
- Teaching Support

N

0 10' 20' 40'

South Valley Preparatory

OVERALL FLOOR PLAN

GROSS SQ. FT.	
BUILDING TYPE	**Area**
PERMANENT	21,005 SF
	21,005 SF

Floor plan provided by: SVPS, via Lee Gamelsky Architects P.C.

5.3 SOUTH VALLEY PREPARATORY SCHOOL CAPACITY PLAN

CAPACITY LEGEND (BY PERCENT OCCUPANCY RANGE)

- Less than 25
- 25 - 50
- 50 - 75
- 75 - 100
- 100 or more

South Valley Preparatory

CAPACITY PLAN

N

0 10' 20' 40'

Instructional Spaces = 12

5.3 SOUTH VALLEY PREPARATORY SCHOOL UTILIZATION PLAN

UTILIZATION LEGEND (BY PERIODS PER DAY)

- 5
- 6
- 7
- 8
- 9

South Valley Preparatory

UTILIZATION PLAN

N

0 10' 20' 40'

Master Plan Support Material

5.4 FMAR - MAJOR AND MINOR FINDINGS

South Valley Preparatory School is familiar with the PSFA Facilities Maintenance Assessment Report (FMAR) and the importance of the information it contains. Currently, the school does not have a Facilities Maintenance Assessment Report.

During the process of this Facility Master Plan/Educational Specification, the SVPS administration and its maintenance supervisor were informed on how the Public School Facilities Authority (PSFA) can help the school to create a Preventive Maintenance Plan. South Valley Preparatory School will work with PSFA to create a Preventative Maintenance Plan and the FMAR.

5.5 DETAILED SPACE AND ROOM REQUIREMENTS

Not Applicable

APPENDIX

- SVPS FAD Executive Summary Mark-up
- Student / Parent Handbooks
- Presentations:
  - 10/09/2019 SVPS Strategic Planning Meeting
  - 11/21/2019 SVPS Governing Council Meeting
  - 12/04/2019 SVPS Parents Meeting
  - 4/07/2020 SVPS 1st FMP/Ed Spec Core Committee Meeting
  - 5/18/2020 SVPS 2nd FMP/Ed Spec Core Committee Meeting
  - 6/15/2020 SVPS Governing Council Review Meeting

Master Plan Support Material

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New Mexico Public School Facilities Authority

Partnering with New Mexico's communities to provide quality, sustainable school facilities for our students and educators.

PSFA.fad

(ver. 1.0)

Search Assessor Comments

Print this page

Add a Comment

Executive Summary (EDIT)

South Valley Preparatory Charter School CH | 515001

View Comments this School

no image

School Report List Target: wNMCI (Default)

SCHOOL ADDRESS

2551 Karsten Court SE

Albuquerque, NM 87105 87102

9/6/2011 Plan Review by Richard Romero.
Update 11/26/12 Per FMP Vendor AM: Entered data submitted from FMP Vendor ARC.
11/16/2017 Site assessment by Troy Levesque.
1/4/19 AM: Per John Valdez this school (Academy of Trades and Technology) has been closed. South Valley Prep has moved into this facility.

DISTRICT DATA

District ID: 515
District Name: State Chartered Schools

SCHOOL INFO

School ID: 515001
School Name: South Valley Preparatory Charter School CH
Current Rank Position: [user:field-w-nmci-rank]

NMCI INFO

Educational Adequacy (515001)

District ID	District Name	School ID	School Name	uw/Repair Index	w/Repair Index	EA Profile
515	State Chartered Schools	515001	South Valley Preparatory Charter School CH	181540	544619	Click to view

Print this report

Educational Adequacy

Deficiency Report for South Valley Preparatory Charter School CH | 515001

Assessment ID: Go Back to EA_515001

Adequacy Measure	Assessed	Deficiency	Category	Multiplier	Weight	Weighted Index (inc. infl. adj.)

General Classroom SF	2553 8,145	1703 0	X (space)		80.00	3.00	544619

Weighted Repair Index: 544619

NMCI Factors

District Name	School Name	Gross Area (Sq. Ft.)	uw/EA Repair	EA w/Repair	w/Repair Index	Replace. Index
CAMPUS TOTALS	2 1	21046 21,005			851555	4220786
State Chartered Schools	South Valley Preparatory Charter School	21046 21,005	181540	544619	851555	4220786

FCI Report

(excludes Sites & Portables)

District	School Name	Property Name	Gross Area (Sq. Ft.)	Repair Index	Building FCI
State Chartered Schools	South Valley Preparatory Charter School	Main Building (1990)	21045 21,005	2296387	59.87

Description

The text for the Facility Description of the school is the responsibility of the person at the school who manages the physical facility (the actual buildings.) Alternatively, the school's FMP vendor typically updates this a part of the requirements of the FMP process. Please call our office for more information.

Property Report (Record ID #: 42503)

This report itemizes the Systems of a permanent or portable structure, or site.

INDICES

w/Repair: 734471
Replacement: 3835662
Repair: 2296387
FCI: 59.87
View Comments by Property

Main Building (1990)

There is a story addition that appears to have been constructed in 2000. It is 9,729gsf
All systems in the 2000 are original .

School ID: 515001 | South Valley Preparatory Charter School (State Chartered Schools)
Total Area: 21045 11,276gsf

NMCI Contrib? YES

Roof is a corrugated metal roof with foam coating. There is a small part of the roof that is a built-up system. In 2011 the school added: interior walls, interior doors, lighting, carpeting. All other systems are original.

*Index values denoted as "per square foot". ½ symbol denotes system is "split"

System (Uniformat)	w/Rep. Idx.	Install / Ren.	Age (YOY)	Replac. Idx.	Degrad. (YOY)	Age-based Wgt.	Cond.-based Wgt.	Applied Wgt.	Rep. Idx.	Life
A-Foundation / Slab / Structure	1.87848	1990	29	25.91	0.29	0.25	0.250	0.250	7.5139	100
B2010-Ext. Walls	1.05125	1990	29	14.5	0.29	0.25	0.250	0.250	4.205	100
B2020-Ext. Windows	0.79511	1990	29	3.29	0.9667	0.25	0.250	0.250	3.1804	30
B2030-Ext. Doors	0.79511	1990 **2011**	29	3.29	0.9667	0.25	0.250	0.250	3.1804	30
B30-Roof **Foam Coat**	8.8125	1990 **2000**	29	11.75	1	0.625	0.625	0.625	14.1	20
C10-Int. Door, Part, Stair, Elev.	1.49814	1990 **2000**	29	11.48	0.58	0.25	0.250	0.250	5.9926	50
C1030-Int. Walls	0.91126	1990 **2011**	29	8.38	0.4833	0.25	0.250	0.250	3.645	60
C3010-Wall Finishes	0.72	2010 **2011**	9	3.84	0.75	0.25	0.250	0.250	2.88	12
C3020-Floor Finishes	1.27875	2010 **2011**	9	6.2	0.75	0.25	0.250	0.250	5.115	12
C3030-Ceiling Finishes	0.40868	2012 **2011**	7	6.37	0.2333	0.25	0.250	0.250	1.6347	30
D2010-Plumbing Fixt.	1.37513	1990	29	5.69	0.9667	0.25	0.250	0.250	5.5005	30
D2020-Water Dist.	1.37513	1990	29	5.69	0.9667	0.25	0.250	0.250	5.5005	30
D2030-Drain, Waste, Vent	1.37513	1990	29	5.69	0.9667	0.25	0.250	0.250	5.5005	30
D3020-Heat Gen. Sys.	0	0	0	0	0	0	0	0	0	0
D3030-Cool Gen. Sys.	0	0	0	0	0	0	0	0	0	0
D3041-Air Dist. Sys.	0	0	0	0	0	0	0	0	0	0
D3042-Exh. Vent. Sys.	0.24525	2010	9	3.27	0.3	0.25	0.250	0.250	0.981	30
D3050-Roof Unitary AC	2.41219	2010 **1990**	9	25.73	0.3	0.25	0.250	0.250	9.6488	30
D3060-HVAC Control	2.24813	1997 **1990**	22	3.27	1	0.625	0.625	0.625	3.597	20
D4010-Fire Sprinkler	1.55324	1990 **None**	29	4.12	0.58	0.25	0.500	0.500	3.1065	50
D5010-Main Pwr, Emgy.	0.10193	2010 **1990**	9	1.51	0.3	0.25	0.250	0.250	0.4077	30
D5020-Ltg, Br. Circuits	2.73624	1990	29	12.58	0.9667	0.25	0.250	0.250	10.945	30
D5037-Fire Det., Alarm	0.3051	2010 **2011**	9	2.26	0.6	0.25	0.250	0.250	1.3207	15
D5038-Comm., Sec.	0.3051	2010 **2011**	9	2.26	0.6	0.25	0.250	0.250	1.2204	15
D5039-Technology	0.06683	2010 **2011**	9	0.33	0.9	0.25	0.250	0.250	0.2673	10
D5090-Other Electrical	0.2835	1990	29	0.5	1	0.625	0.63	0.63	0.45	20

Systems										
D5092-Emerg. Ltg.	0	0 1990	0	0	0	0	0	0	0	0
E1020-Inst. Equip.	0.94253	1990	29	3.9	0.9667	0.25	0.250	0.250	3.7701	30
E1090-Other Equip.	1.38888	1990	29	10.45	0.4833	0.25	0.250	0.250	5.5555	60

Site

School ID: 515001 | South Valley Preparatory Charter School (State Chartered Schools)

Total Area: 21045 There is no playfield.

NMCI Contrib?

YES

*Index values denoted as "per square foot". ½ symbol denotes system is "split"

System (Uniformat)	w/Rep. Idx.	Install / Ren.	Age (YOY)	Replac. Idx.	Degrad. (YOY)	Age-based Wgt.	Cond.-based Wgt.	Applied Wgt.	Rep. Idx.	Life
G2020-Parking Lots	2.65104	1990	29	5.26	1	0.625	0.63	0.63	4.208	20
G2030-Pedestrian Paving	0.72043	1990	29	2.71	0.9667	0.25	0.25	0.25	2.9563	30
G2041-Fences and Gates	0.04945	1990	29	0.62	0.29	0.25	0.25	0.25	0.2029	100
G2047-Playing Fields	0.15661	1990	29	0.72	0.9667	0.25	0.25	0.25	0.6426	30
G2050-Landscaping	0.58751	1990	29	2.21	0.9667	0.25	0.25	0.25	2.4108	30
G2052-Basketball Courts	0	0	0	0	0	0	0	0	0	0
G2053-Running Track	0	0	0	0	0	0	0	0	0	0
G2054-Tennis Courts	0	0	0	0	0	0	0	0	0	0
G2055-Playground Equipment	0.8946	1990	29	1.42	1	0.625	0.63	0.63	1.42	15
G3010-Water Supply	0.3915	1990	29	2.25	0.58	0.25	0.25	0.25	1.6065	50
G3020-Sanitary Sewer	0	0	0	0	0	0	0	0	0	0
G3030-Storm Sewer	0	0	0	0	0	0	0	0	0	0
G3052-Wells for Cooling/Heating	0	0	0	0	0	0	0	0	0	0
G3060-Fuel Distribution	0	0	0	0	0	0	0	0	0	0
G4010-Electrical Distribution	0	0	0	0	0	0	0	0	0	0

G4020-Site Lighting	0.07175	2015	4	2.87	0.1	0.25	0.25	0.25	0.3395	40
G4090-Other Site Electrical Utilities	0	0	0	0	0	0	0	0	0	0
G90-Site Specialties	0.0435	1990	29	0.24	0.725	0.25	0.250	0.250	0.1785	40

Support Documents

Help
Assessor Training Video (24min)

Using Assessor Property & EA Worksheets
User Guide - General
General Service Level Agreement

Change Log & Known Issues

Program Version: 1.0.0.001 Change Log

Who's online

There is currently 1 user online.

- gstafford

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Add a Comment

South Valley Preparatory Charter School CH | 515001 | State Chartered Schools

Deficiency Report

CH (Charter School) cost model applied | Edit EA Profile

School Name: South Valley Preparatory Charter School CH

GENERAL INFORMATION

ADEQUACY STANDARDS (✗=Deficient)

CONSTRUCTION INFO

Permanent GSF: 51045 21,005gsf
Portable GSF: 0

PARKING

Total Parking:	30	of 0 required	0
Number of Handicap Parking:	3	of 0 required	0

POPULATION

Population(s) must be >0 to make EA requirements active.

Growth Factor: 1
Number of Students: 152 168
Expected Population: 152 158, in 2020 it will be 210
Number of K Students: 0
Number of 1-5 Students: 0
Number of 6-8 Students: 152 168
Number of 9-12 Students: 0
Number of SE Students: 0
Number of Lunch Turns: 3 2
Number of Staff: 0

CLASSROOMS & FACILITIES

Number of Classrooms: 8 10
Number of SE Classrooms: 1
Playground Equipment: NA / Not Selected
Required Kitchen NSF: 0
Evaluated Science Lab Storage: 0

PARKING

Number of Paved Parking: 17
Number of Gravel Parking: 13

Number of Student Drop-Off:	0 1	of 0 required	0
Number of Bus Drop-Off:	0	of 0 required	0

SQUARE FOOTAGE

Arts and Music NSF:	0 1,314	of 0 required	0
Administrative NSF:	1556	of 0 required	0
Career Ed. NSF:	2017 642	of 0 required	0
Computer Lab NSF:	648 0	of 0 required	0
Faculty Work Area NSF:	230 205	of 0 required	0
Food Service NSF:	2670 2,653	of 0 required	0
General Classroom NSF:	2553 ✗ (space) 3,949	of 4256 required	1703
General Storage NSF:	582	of 0 required	0
Maintenance or Janitorial Space NSF:	235	of 0 required	0
Media Center NSF:	462 460	of 0 required	0
Parent Work Space NSF:	121	of 0 required	0
Physical Ed NSF:	1858	of 0 required	0
Science Classroom NSF:	1014 1,872	of 0 required	0
Science Lab Storage NSF:	0	of 0 required	0
Spec. Ed. Classroom NSF:	368	of 0 required	0
Student Health NSF:	519 210	of 0 required	0

MISCELLANEOUS

Number of Chemical Storage Units:	0	of 0 required	0
Number of Multi-Use Playgrounds:	0	of 0 required	0

Deficiency Report (brief)

Created by Admin

Tue, 09/03/2019 - 07:51
Last Updated: Tue, 09/03/2019 - 07:53 by amartinez

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South Valley Preparatory School

2551 Karsten Ct. SE
Albuquerque, NM 87102
(505) 222-5642
Website: www.southvalleyprep.org

PARENT-STUDENT HANDBOOK

2019 - 2020

The mission of South Valley Preparatory School is to provide a small, safe and unique family learning community where students are prepared for high school and beyond.

GOVERNING COUNCIL MEMBERS

Bernadette Frietze, Chair
Monica Aguilar, Member
Jess Wiltamuth, Member
Michaela Trujillo, Member
Brian Ver Ploegh, Member

ADMINISTRATION

Charlotte Alderete-Trujillo	Executive Director
Jamie Munsey	Assistant Principal
Ramona Blea	Office Manager, Registrar
Al Martinez	Facility Manager, Business Manager

STAFF MEMBERS

Gina Mares	Art Teacher, Reading Teacher
Carmela Montez	8A Homeroom, Math A strand
Edward Blea	6A Homeroom, Science A Strand
Mary Jean Garcia	6B Homeroom, Science B Strand
Michelle Gonzalez	6C Homeroom, Humanities C strand
Robyn Greenley	7A Homeroom, Humanities A Strand
William Bittner	7B Homeroom, Humanities B Strand
Elsa Martinez	8B Homeroom, Math B-strand
Jamie Munsey	Assistant Principal, Gifted Teacher
Jerri Chavez-Romero	Special Education Teacher
Casey Coty	Special Education Teacher
Nora Montano	Parent Liaison & Nurse Assistant
Gino Blea	P.E. & Health Teacher
Dana Flores	Counselor / Social Worker
Laura Legarda	Educational Assistant
Jordan Martinez	Educational Assistant
Isabel Roman	Cafeteria Assistant

Staff Emails:

Charlotte Trujillo -	charlotte.trujillo@southvalleyprep.org
Ramona Blea -	ramona.blea@southvalleyprep.org
Al Martinez-	al.martinez@southvalleyprep.org
Jamie Munsey -	jamie.munsey@southvalleyprep.org
Edward Blea-	Edward.blea@southvalleyprep.org
Robyn Greenley –	robyn.greenley@southvalleyprep.org
Carmel Montez –	carmela.montez@southvalleyprep.org
Elsa Martinez-	elsa.martinez@southvalleyprep.org

The mission of South Valley Preparatory School is to provide a small, safe and unique family learning community where students are prepared for high school and beyond.

Mary Jean Garcia-	mary.j.garcia@southvalleyprep.org
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Gino Blea -	gino.blea@southvalleyprep.org
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Jordan Martinez-	jordan.martinez@southvalleyprep.org
Nora Montano-	nora.montano@southvalleyprep.org
Laura Legarda -	laura.legarda@southvalleyprep.org
Isabel Roman-	isabel.roman@southvalleyprep.org

WELCOME!!!!

The administration and staff of are pleased to welcome you and your child to South Valley Preparatory School! We are looking forward to having your child(ren) in our school this year. We have a bright and exciting school year ahead of us. We want you to know that we care very much about your child's education and will strive each and every day to give them a safe learning environment. We are completely committed to your child's well-being. Your child contributes to our school and their class in many special ways!

Along with teachers and administration, parents are the driving force in their child's lives. Please show your concern by asking your child(ren) about the school day and making sure assigned homework is completed and returned to school. Watch for monthly newsletters and other forms of communications in your child's backpack nightly.

We hope that together, parent/guardian and student(s), will read this handbook tougher, discuss it with your child and consult it as a reference. Not every contingency has been covered; policies and procedures may need to be changed from time to time to fit new circumstances. Nonetheless, it provides guidelines meant to produce a community in which we can grow and learn together. If you have any questions about school policies, first contact the teachers. If your concerns remain unresolved, please contact the administrator.

Again, we look forward to having your child in our classrooms this year. If you have any questions or concerns, please don't hesitate to call us at school 222-5642. You can also email each teacher if you'd like. We check our email every evening and will reply as soon as possible. Each teacher's email address will be listed at the bottom of this letter. The teachers all have their own website that is updated on a weekly basis for you and your child to keep abreast of what is happening in the classroom. Please try to check the website on a weekly basis with your child. Instructions on how to get to the appropriate teacher will be at the bottom of this page. Again, welcome back to a brand new school year!

THIS IS YOUR SCHOOL and we are proud that you choose our school for your child!

Sincerely,

MISSION STATEMENT

The mission of South Valley Preparatory School is to provide a small, safe and unique family learning community where students are prepared for high school and beyond.

The South Valley Preparatory School staff works diligently to support a family learning environment. We believe that all students can learn and that all students have the right to a quality education. At South Valley Prep, we support the academic, social and emotional growth of each child. In addition, we support the learning, growth and cultural identification and self-determination in a variety of ways. Our goal is to ensure your child will be successful beyond middle school in all aspects of life.

CORE BELIEFS OF SOUTH VALLEY PREPARATORY SCHOOL

1. We will provide a small and safe learning community that sustains and maintains a sense of belonging for each student to ensure that all children have the equally opportunity to learn.

2. The curriculum will be rigorous, relevant and aligned with the current *NM state adopted standards* and will include a fine arts component.

3. Students will loop within the same strand and with the same core team of teachers from 6th through 8th grade for certain content subjects. This will allow the core teachers to build upon and integrate content instruction for the same students each year while establishing and maintaining authentic relationships.

4. The school counselor and homeroom teacher will work together to facilitate Advisory where students are able to address any academic, social and/or emotional needs as a group as well as individually.

5. Both teachers and students will have multiple opportunities to integrate technology through teacher instruction and student projects.

6. Students will receive explicit reading instruction based upon homogeneous grouping in 6th, 7th and 8th grades.

7. Through a collaborative effort between South Valley Prep, SVP's food service provider, Food Corp and community organizations such as Cottonwood Gulch La Plazita Institute, the City of Albuquerque, Bernalillo County and Los Jardines, ***ALL*** students will participate in Service Learning through our Health and Wellness initiative and is implemented through weekly fieldtrips that includes working at our local community farms

8. Develop and maintain authentic personal relationships between the teacher and student as a means of validating the importance of culture, identity, self-advocacy, and self-determination in a cooperative learning setting.

STUDENT EXPECTATIONS

WORK HABITS

Students are expected to be prepared for and participate in each class, meet performance standards, have the necessary class materials, complete classwork and homework accurately and on time, and be prepared to participate in state and school assessment tests. Students are expected to be at school on time and attend school on a full time basis.

RESPECT FOR SELF AND OTHERS

The behavior of an individual should not interfere with the rights of others. This includes the use of appropriate language, actions and attire. In addition, students are expected to:

- Be honest
- Behave with dignity
- Treat others with respect and courtesy
- Refrain from harassing/bullying others as both of those behaviors will not be tolerated at South Valley Prep
- Come to school free from the influence of tobacco products, alcohol or drugs: and without the use or possession of such substances
- Exhibit appropriate behaviors that do not offend or distract others.

RESPECT FOR AUTHORITY AND PROPERTY

Students are responsible for compliance with all school policies and all state and federal laws. Students are expected to respond in a respectful manner to all adults while under the jurisdiction of the school; while on all school-sponsored activities, both on campus and off campus, while participating in all athletic events; and while traveling on school busses and participating in school-sponsored field trips. This includes the conduct of students who are en route to and from school. Students need to treat all property belonging to the school and to others with care and respect.

SAFETY

Students are expected to contribute to a safe school environment free from fear. Acts of violence and possession of weapons and contraband are never acceptable. To report safety concerns please contact school administration at 222-5642.

SCHOOL SCHEDULE

South Valley Preparatory School follows the same school calendar as APS. Our daily schedule is as follows:

- Monday through Thursday: 7:45 to 3:38
- Fridays: 7:45 to 1:10

ACADEMIC POLICIES

Every Student Succeeds Act

The State of New Mexico complies with the Federal Government's Every Student Succeeds Act (ESSA). ESSA includes the implementation of School Grades based on growth and progress as represented through state testing as well as parent involvement. School grades are based on overall school growth on state test scores, individual student growth, parent involvement and attendance.

COMPULSORY ATTENDANCE, TRUANCY AND TARDINESS

All SVP students, except those exempted by law, regulations or rules, must enroll in school and are required to attend school full time. Schools will identify students who have attendance problems. Any parent of a student subject to the provisions of the Compulsory School Attendance Law is responsible for the school attendance of that student. In order for an absence to be considered excused, students must provide written documentation from a parent/guardian within three (3) school days after their return to school. Please see the Compulsory School Attendance, Absences, and Excuses Policy for specific details.

PROCEDURES FOR EXCUSED ABSENCES

A parent must notify the school each day the student is absent and provide a reason(s) for the absence or if the parent anticipates the absence will extend beyond one school day, the parent may provide a written explanation of the reasons, signed by the parent, to be presented on the first day of the student's return to school. If a parent has not contacted the school on the first day of the student's absence, the school will make a reasonable attempt to contact the parent before the end of the day and shall document the contact and reasons for the absence. Not all reasons may be considered as EXCUSED

Prolonged/Chronic Health Conditions

If the student's health condition is chronic or reasonably expected to last ten (10) days or more and the student's condition does not prevent him/her from completing school work, the parent shall provide a written statement from the student's licensed health care provider, including a prognosis as to the length of the student's absence and the student's ability to complete school work. On receipt of the healthcare provider's written statement the student's parent or guardian will be required to contact both the administration and homeroom teacher to set up a plan until the student is able to return to school.

The following are considered excused absences:

- Parent or licensed health provider authorized absences for medical reasons.
- Religious Instruction/Observation –
    - A student may, with the written consent of her/her parents and subject to the approval of the principal, be excused from school to participate in religious instruction for not more than one class period each school day at a time period not in conflict with the academic program of the school.
    - A student also may be excused for observance of a religious holiday, which does not coincide with a school holiday.
- School-sponsored interscholastic extracurricular activities
- Cannot exceed ten (10) days per semester
- No class may be missed in excess of ten (10) times per semester
- Family Emergency/Death in the Family
- Diagnostic Testing

- Other circumstances that have been approved by the school principal

Missed Work during Excused Absences
It will be the student or parent's responsibility to obtain make-up work. Students will be given a reasonable amount of time to complete work. Make-up work not finished may result in a referral to Working Lunch. Completely missed work will result in a "zero."

PROCEDURES FOR NOTICE OF EXCUSED /UNEXCUSED ABSENCES

Parent(s)/guardian(s) will be notified when the school has concerns regarding students' unexcused absences with regard to the Compulsory School Attendance Law. Excessive absences, truancies (defined as unexcused absences) and/or tardiness may result in disciplinary action, possibly including contact with the proper Parole Services Office and/or the District Attorney's Office. The following is the process that will be followed:

THREE UNEXCUSED ABSENCES: The first day following the three (3) day period, the parent will be contacted by telephone, electronically or in person to given notice of the student's absence and to determine and document the reason for the absence.

FIVE UNEXCUSED ABSENCES: The parent will be contacted in writing, by mail or personal service of a date, time and place to meet and discuss the student's continued truancy. At the meeting, the parent, student, and principal or his/her designee will create or review an existing Attendance Contract. Existing Attendance Contracts may be modified to prevent any more absences. Student, parent, and principal will sign all Attendance Contracts.

SEVEN ABSENCES: Parent will receive a letter of habitual truancy by mail or personal service. The notice will include a date, time and place for the parent to meet with the principal to again review the existing attendance contract and to discuss next steps in the event of additional absences.

TEN ABSENCES: Parent will receive a letter of habitual truancy by mail or personal service. The notice will include a date, time and place for the parent to meet with the principal to again review the existing attendance contract and to discuss potential educational neglect and referral to the Juvenile Probation Services and or The Children, Youth and Family Department (CYFD).

ABSENCES AFTER RECEIVING 10 DAY ABSENT LETTER OF HABITUAL TRUANCY: The student will be reported to the proper Probation Service Office and a report to CYFD will be submitted by the school for educational neglect.

If a parent fails to arrange or attend a meeting within ten (10) days following written notice that the student is considered a habitual truant, the principal shall provide the Probation Services Office with written notification of such failure and shall cooperate with the Probation Services Office in any subsequent determination as to whether the parent has knowingly allowed the student to continue to violate the Law. The family will be contacted by the school's Counselor / Social Worker who will help with transition to a new school or any other support services.

STUDENT RECORDS

The school maintains confidential student records for each student enrolled in the school. The school complies with the U.S. Family Educational Rights and Privacy Act (FERPA) to keep student records confidential and to provide procedures and establish responsibility for collecting, maintaining, and releasing information about students that is contained in student records. Parents may request that the school or district restrict the release of student records.

ACCEPTABLE USE OF INTERNET AND TECHNOLOGY RESOURCES

All SVP students, employees, contractors, volunteers and other district officials who use or have access to school district technology must sign and abide by the school's Technology Acceptable Use Policy indicating their knowledge of and agreement to terms and conditions of use of district technology resources. Failure to follow the acceptable use procedure will result in the loss of the of these tools and may result in disciplinary action up to and including suspension, expulsion, termination and criminal charges. All technology resources must be used in a responsible, efficient, ethical and legal manner and in accordance with the SVP Mission Statement, Priorities, and Goals.

GRADING AND REPORTING

Grading

The students' academic grade is based on the following: unit tests, quizzes, projects, and presentations or other measurements as well as meeting other stipulated course expectations in order to demonstrate progress, understanding and level of mastery in a class, course or subject will be utilized.

A+ = (100-99)	B+ = (89)	C+ = (79)	D = (69-65)
A = (98-95)	B = (88 -85)	C = (78-75)	F = (64-0)
A- = (94-90)	B- = (84-80)	C- = (74-70)	

All students are expected to demonstrate progress, understanding and mastery at the designated checkpoints and earn a grade that gives an accurate description of that learning during the new grading period through interventions.

REPORTING

Student progress will be reported informally every two to three weeks through the school-wide Thursday Folders and formally once at the end of the nine weeks in conjunction with a Student-Led Conference.

THURSDAY FOLDERS provide you with an update on all work assigned, your child's grade on that assignment and whether or not he or she has turned it in! PLEASE be sure to review every progress report in the Thursday Folder!

Thursday Folder dates and end of grading period are indicated on the SVP calendar. Parents are encouraged to meet with their children's teachers during school-scheduled parent conference days and/or as soon as any concerns arise. Parents and teachers meeting as a team assist to reinforce student expectation and increases communication between the school and the home. An Academic Intervention Plan (AIP) may be developed for students achieving below grade level proficiency. Parents will be trained on how to access the school's grading system to check their child's grades via the internet.

ACADEMIC INTERVENTIONS

SVP provides a variety of interventions to support academic success and achievement. Parents are invited to contact the school for more information.

ADVISORY

Advisory is integral to the mission of our school and to the total educational program. Advisory assists in removing barriers to learning and promotes knowledge and skills necessary for the academic achievement and personal growth of all students through prevention and intervention services as well as environmental justice, food justice, cultural identification, self-advocacy, self-determination and community awareness. Social and emotional learning delivered through a comprehensive, developmentally appropriate school program with the goal of having a positive impact on student overall growth including academic performance. Advisory will be co-facilitated by SVP's Social Worker and the Homeroom Teacher.

STUDENT ASSISTANCE TEAM (SAT)

SAT is an integrated service delivery approach for all students and should be applied to decisions in general, remedial, and special education. SAT is the process that all schools in New Mexico must follow to ensure that all students' needs are met.

Student Assistance team (SAT) is a process that provides immediate intervention to struggling students at the first indication of failure to learn. Classroom teachers identify those who are not mastering critical skills and provide intervention to small groups of students. In addition, SAT allows teachers to identify students in need of additional targeted intervention(s).

SECTION 504

SVP acknowledges its responsibility under the American Disabilities Act, Section 504, to avoid discrimination in policies and practices regarding its students. No unlawful discrimination against any student with a disability shall knowingly be permitted in any school district program or practice. This policy extends to all aspects of the school's educational program, as well as to the use of all school facilities, and participation in all school-sponsored activities, including extracurricular activities and athletics. For further information on Section 504, please contact the school.

SPECIAL EDUCATION

All students are guaranteed a free appropriate education. Students from birth to age 21, if eligible, can be provided Special Education services. If one of our educational professionals believes that a student would benefit from Special Education services, parents will be notified. From there students will be placed in SAT (student assistance team) to try various interventions before moving on. If interventions are not successful, the student will be tested with parental consent. Results will be shared with parents and decisions regarding services will be made by SAT.

STUDENT RIGHTS AND RESPONSIBILITIES

A primary responsibility of SVP shall be to instill in students an appreciation of our representative form of government, the rights and responsibilities of the individual, and the legal processes whereby necessary changes are brought about.

The school is a community, and the rules and regulations of a school are the laws of that community. Each right carries with it a corresponding obligation. The right to attend public school is not absolute. It is conditional on each student's acceptance of the obligation to abide by the lawful rules of the school community until and unless the rules are changed through established processes.

SVP has both the authority and the responsibility to ensure that suitable rules of student conduct and appropriate disciplinary processes are established. It is the responsibility of the students and parents to inform themselves of current school policies and regulations.

DISCIPLINE POLICY

Our goal is to help students to recognize, understand the root cause of and develop strategies to not engage in inappropriate behaviors. In doing so, we know that each student can be a positive member of our school community. Each student, however, is expected to develop and possess self-discipline. SVP supports that development through our Qualities of Success Program. The Qualities of Success Program identifies and supports personal qualities that lead to a healthier and more positive life style. While these qualities may support a more successful life, SVP uses these qualities to develop self-advocacy and self-determination.

Students will comply with the Public Education Department statement on Student's Rights and Responsibilities, 6.11.2 NMAC, which, among other things, prohibits the commission of or participation in the activities designated below in any New Mexico public school and whenever students are subjects to school control.

- Criminal or delinquent acts
- Gang related activity
- Sexual harassment
- Disruptive conduct
- Refusal to identify self
- Refusal to cooperate with school personnel
- Bullying

SCHOOL-WIDE BEHAVIOR and DISCIPLINE PLAN (CLASSROOM/PLAYGROUND)

All teachers at SVP use a consistent classroom behavior plan.

The following are the steps a teacher will take before a Level 1 infraction is given to a student if or when they are disrupting the classroom and the learning environment:

1st classroom disruption or other inappropriate behavior/action

1. Verbal Warning and/or seat change
2. Name on board

2nd Incident - classroom disruption or other inappropriate behavior/action

1. Checkmark next to name
2. Lunch detention (1 day)

3rd Incident - classroom disruption or other inappropriate behavior/action

1. Teacher and Student contact parent via phone or email
2. Infraction / Unacceptable Behavior Report will be sent home to be signed and returned by parent/guardian

3. Notification to Administration regarding incident/behavior

Additional consequences possible:

- Loss of Field Trips or other privileges including upcoming events such as dress down day, dances,
- Campus clean-up
- Discipline reflective writing assignment
- Character Counts Presentation,
- Letter of Apology
- In School Suspension

Level I: Minor Infractions

A level I infraction consists of the following offenses: general disruptive conduct, defiance of school personnel, non-physical contact, inappropriate language, and verbal harassment. These offenses will be dealt with at the classroom level through teacher detention. Once a student receives three level I infractions, they are sent to the administrator. For each offense, the parent/guardian will be notified of the offense and the consequence. A copy of the infraction will be sent home for the parent and student to sign. The signed copy must be sent back to school.

After documenting "three offenses," students will be sent to the administration along with the ***Unacceptable Behavior Report for the Classroom.*** A student **does not** need to display the "exact same" behavior three times before they can be sent to the administration. For example, offense 1 may have concerned general disruptive behavior, while offenses 2 and 3 may have involved *Inappropriate or Offensive Language*.

A teacher may refer a student to the office for immediate administrative action for several reasons:

- If the offense is of such a nature as to merit immediate suspension (such as but not limited to violence, threats, possession or use of drugs or weapons)
- If the offense is of such a nature as to merit immediate expulsion (such as but limited to firearm possessions, arson, or vandalism that exceeded $1000 in damages)

Level II Infractions

If a student commits a level II offense, they are immediately sent to the principal for further discipline. The parent will be notified and may be asked to come to the school to discuss the situation. Some examples of level II infractions are the following: arson, bullying with physical contact, drug possession, gang-related activities, tobacco (possession or use), obscene materials, or weapons (possession or use).

CONSEQUENCES

Teacher Consequences

At SVP, any teacher may assign a teacher's detention to a student. This detention is served at lunch, by giving the student an assigned location for lunch other than in the cafeteria. The student will bring their lunch with them and may be asked to complete a variety of tasks that may include a writing assignment, sitting quietly or assisting with campus clean up. School events, activities, or athletics are not valid reasons for missing detention. As a general rule, teachers assign lunch detention for a minor classroom misconduct such as but not limited to the following: chewing gum, passing notes, making noises, missing homework assignments or minor

inappropriate conflicts with others. Repeated violations by individuals will be referred to the Dean of Students and or Director.
Additional consequences possible may include those listed above.

Administrative Consequences
Possible administrative responses include detention, campus clean-up, in-school suspension (ISS), short-term suspension (OSS), long-term suspension and expulsion. Detention means requiring a student to remain inside or otherwise restricting his/her liberty at times when other students are free for recess or to leave school. In-school suspension (ISS) means suspending a student from one or more regular classes while requiring the student to spend the time in a designated area. Short-term suspension (OSS) means the removal of a student from school for a specified period of less than ten school days. Expulsion means the removal of a student from school either permanently or for an indefinite time exceeding ten school days.

Suspension Policies
If suspended or expelled, a student is not to be on campus or at any school function for any reason. Students found on campus who should not be there may be reported to the Albuquerque Police Department or Bernalillo County Sherriff for trespassing.

At each teacher's discretion, make-up work may be worth only a portion of full credit or none at all. A teacher may allow a student the opportunity to receive anywhere from half to full credit for work missed due to suspension, but the quality of work will determine the credit actually earned. In cases of suspension as in other situation, the burden of requesting work and completing it is on the student. Since students are not allowed on campus while suspended, these requests should be made via phone calls or through parents. ***ALL SUSPENSION MAKE-UP WORK IS DUE THE DAY THE STUDENT RETURNS TO SCHOOL***.

Expulsion
A student may be suspended or expelled for any misconduct when an act that is related to school activity or school attendance occurring within a school under the jurisdiction of any SVP personnel or occurring within any other school district and that act occurs at any time, including, but not limited to:

- While on school grounds
- While going to or coming from school
- During the lunch period whether on or off the campus, or during
- While at, going to or coming from a school-sponsored activity

Any student who is determined to have knowingly brought a weapon to school will be expelled for a period of time of not less than one year; the Director has the discretion to modify the expulsion requirement on a case-by-case basis. In addition to the formal administrative disciplinary action, students may face consequences in respect to extra-curricular activities as per the rules governing each activity.

ADDITIONAL PROHIBITED BEHAVIORS AND CONSEQUENCES
Any behavior that is disruptive or violates the rights of others is unacceptable at SVP and will incur disciplinary correction. Any behavior that is disruptive or violates the rights of others is unacceptable at SVP and will incur disciplinary correction.

Cheating

Students involved in cheating, as determined by their classroom teacher, will receive a "0" grade for the activity or test, a notice of misbehavior will be completed and the teacher will call the parent. Multiple infractions regarding cheating may result in a Level II Behavior Report.

Damage to School Property or the Property of Others
Any student damaging school or other's property will be responsible to make restitution and/or restore the property to its original condition. Tampering with or unauthorized use of school property or the property of school personnel and/or others will be subject to disciplinary action at the discretion of the administration. Vandalism will be possibly assigned a 1-5 day suspension, until a parent conference can be arranged, and possible referral to authorities. Multiple incidents will result in possible expulsion.

This will be particularly enforced due to the acquisition of our new facility. Any student caught engaging in any kind of acts that damage any part of our school will receive consequences.

Gum/Food/Drink
Food and drink are permitted only at lunchtime and in the lunchroom, unless it is part of a teacher directed activity. **Gum is NEVER allowed at SVP at any time**. All students chewing gum will be asked to throw it out and multiple violations may result in campus clean up and or detention may be assigned at the discretion of the teacher.

Fighting
Fighting (slapping, punching, etc.) ***is not tolerated***. Any student who is fighting or provoking/encouraging/supporting a fight will immediately receive a Level II Unacceptable Behavior Report and will follow consequences on Unacceptable Behavior with Minimum Mandatory Consequences Matrix.

A parent conference must be scheduled prior to returning to school. Multiple incidents will lead to a possible recommendation for expulsion. Physical assault requiring medical attention must be reported to the criminal authorities for their determination of legal action.

Harassment/Abuse/Violence
Physical, emotional, or sexually abusive behavior including psychological intimidation and harassment will not be tolerated. Sexual, racial, and religious violence is a criminal activity and will be reported to the authorities. A written report of the incident should be given to the Administration within five days of the incident. All incidents will be investigated by the Administration or designated personnel. A parent conference will be required. Repeated offenses will lead to a recommendation for possible expulsion.

Public Display of Affection/PDA
PDA is not allowed nor tolerated at South Valley Prep including but not limited to hugging, kissing, hand holding, etc.
*Side hugs are allowed.

Appropriate Dress
South Valley Preparatory School follows a Student Dress Uniform Code. Please see the Student Dress Policy for specific details. On scheduled and announced dress down days students may wear clothing other than "uniform." However, the apparel worn on those particular days must support the students' ability to actively

engage in learning environment which includes physical education and service learning work at the farm. Dress on dress down days should be clean and in good condition and should not create an obstacle to participating fully in the students learning environment. Clothing that is not allowed includes pants or shorts worn in a sagging fashion, mid-riff top, shorts/skirts which are shorter than mid-thigh length or finger tips, or clothing with messages about drugs, alcohol, tobacco, or gangs. Students must wear tennis shoes EVERY DAY. If clothing does not allow your child to engage fully in their learning situation, they may have clothes brought to him/her or be sent home to change. Hats or hoodies must be removed once a student is inside the building. If a student has to be asked repeatedly to removed, they will be confiscated.

Inappropriate Use of Technology/Internet

Students are personally responsible for appropriate behavior using technology and on the network just as they are in a classroom or hallway. Access to network services is given to students who act in a considerate and responsible manner, and that access is a privilege, not a right. School staff may review network and computer storage systems to maintain system integrity and ensure responsible system use. Students may not:

- Send, display or print offensive messages or pictures
- Use obscene language
- Damage computers, systems, networks or other technology tools
- Violate copyright laws such as loading/copying copyrighted software for personal use
- Use or attempt to acquire another's password
- Trespass in another's folders, disks, work or files
- Intentionally waste limited resources (i.e. disk space, paper, etc…)
- Loading unauthorized software on school computers (such as games)
- Use the network of computer for commercial or illegal purposes

Violations may result in the loss of access as well as other disciplinary and/or legal action. Students and parents are required to sign a Student Technology and Internet Usage Agreement each year.

Insubordination or Defiance of School Personnel

Any student disregarding or refusing to obey direction given by school personnel (i.e. refusing to leave a class or report to the office when directed by a staff member; refusing to identify oneself or falsely identifying oneself to a staff member) will possible be assigned detention, dismissed early or assigned 1-5 days suspension, and the staff member shall call the parent.

Profanity and/or Obscene Language

A student using any form of profanity (written or verbal), obscene gestures, signs, pictures or publications will be assigned detention. A student using profanity, obscene and/or abusive language directed at a staff member will receive possible suspension and/or parent conference.

Theft

SV Prep takes theft very seriously. Theft of any kind is not allowed or tolerated. Restitution must be made. In addition, other consequences include but not limited to:

- 1-5 day suspension with
- Mandatory parent/teacher conference on day back to school and
- Possible referral to authorities if appropriate.

Multiple incidents will result in expulsion.

Weapons
It is a felony to possess, store or keep a weapon on school property. Students who become aware of a weapon being brought to school or on school property must immediately notify a staff member and should NOT pick up or transport the weapon. A student who becomes aware that they are in possession of a weapon and immediately notifies a staff member may avoid, depending on the circumstances, being considered as one in possession of a weapon.

The consequence for violation of the weapons policy is immediate suspension (including early dismissal) pending a hearing with the recommendation, dependent on the type of weapon and the seriousness of the situation, ranging from suspension (up to 15 days) to an automatic one-year expulsion.

Special Circumstances
In the case of special education students or a student receives 504 accommodations SVP will ensure it makes the appropriate adjustment necessary to comply with the mandates of IDEA and Special Education laws. Prior to recommending expulsion for a Section 504 student or special education student, SVP will convene a review committee to determine whether the student's misconduct was a manifestation of his or her disability; whether the student was appropriately placed and was receiving the appropriate services at the time of the misconduct; and/or whether behavior intervention strategies were in effect and consistent with the student's IEP and placement. If it is determined that the student's misconduct was not a manifestation of his or her disability and that the students was appropriately placed, and that the IEP set forth the necessary behavior goals or interventions, the student may be expelled.

Off Campus Events
Students participating in school sponsored off-campus events will be governed by all the guidelines of the SVP discipline policy and are subject to the authority of the school staff. Failure to obey the lawful instruction of school staff will result in a loss of eligibility to attend school sponsored off campus events and may result in additional disciplinary measures in accordance with the disciplinary policy.

For further information refer to the dress code policy located in the school office.

STUDENT DRESS

The student dress policy is an essential aspect of creating a school environment that is safe, conducive to learning and free from unnecessary disruption. During the school day and while participating in school related activities/functions, students shall adhere to a standard dress and appearance that is appropriate. Student dress and personal appearance shall meet reasonable standards of cleanliness and safety and must show respect for others. Personal appearance and dress that violates reasonable standards, compromise safety, demean, slur or harass others through symbols, words or images, and/or disrupt the educational process shall not be tolerated.

SVP's uniform consists of the following:

PANTS/ SHORTS
Regular-fitting jean pants or shorts: Jean, Blue, Black, Gray, or Khaki – SOLID COLOR
OR
Regular-fitting uniform pants or shorts: Blue or Khaki– SOLID COLOR (No basketball shorts)

POLO SHIRTS – NO WRITING OR PICTURES
Solid colored polo shirt: ANY COLOR
OR
Stripped polo shirt: ANY COLOR

Polo shirts **MAY NOT** have ANY writing or emblems larger than the size of a fist.

SHOES
Tennis shoes ONLY

NO MAKE –UP

PIERCINGS other than EARS must be REMOVED during the day

If students are not in uniform, they will be required to call home to have appropriate clothes brought to them. Students at South Valley Prep have Physical Education a minimum of 2 times a week. We understand that it is difficult to fully engage in physical education while wearing jeans however, our facility and schedule does not facilitate dressing out. Students are encouraged to wear uniform shorts on PE days.

STUDENT PERSONAL ITEMS

Students are encouraged to leave items of value at home. Personal items that are lost, damaged, or stolen are not the responsibility of the school. Any personal items that interfere with classroom instruction, school activities or operations, and/or student testing will be confiscated by the school staff. This includes electronic devices, such as cellular phones, IPods and electronic games. Parents/guardians will be required to pick up confiscated items from the administrator.

Cellular phones brought to school MUST be turned off and then TURNED IN to their homeroom teacher as soon as they arrive into class. Phones will be placed in a secure an off-limits location in the room.

Personal Cell PHONES ARE NOT TO BE USED AT ANY TIME FOR ANY REASON, INCLUDING CALLS, PHOTOS, VIDEOS, MUSIC, ETC. WHILE ON SCHOOL GROUNDS. Inappropriate usage of cell phones will/can result in suspension and/or expulsion.

If students are found with their cell phone on them the following procedure is followed:

1st Offense: phone is taken by teacher and held till the end of the day.
2nd Offense: phone is turned into the office and the parent must come in and get it at the end of the day.
3rd Offense: Parent meeting is called and student will not be allowed to bring phone on campus.

If found again write up and suspension...

NOTICE OF PROHIBITION AGAINST BULLYING AND ANTI-BULLYING INTERVENTIONS

Bullying behavior by any SV Prep student is strictly prohibited, and such conduct will result in disciplinary actions, including suspension and/or expulsion from school. “Bullying” means any repeated and pervasive written, verbal, or electronic expression, physical act or gesture, or a pattern thereof, that is intended to cause

distress upon one or more students in the school, on school grounds, in school vehicles, at designated bus stops, or at school activities or sanctioned events. Bullying includes, but is not limited to, hazing, harassment, intimidation or menacing acts against a student which may, but need not be based on the student's race, color, sex, ethnicity, national origin, religion, disability, age or sexual orientation that a reasonable person under the circumstances should know will have the effect of:

- Placing a student in reasonable fear of physical harm or damage to the student's property; or
- Physically harming a student or damaging a student's property; or
- Insulting or demeaning any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

Students and parents must notify school personnel and/or administrators of any suspected bullying behavior. Any report of suspected bullying behavior will be promptly investigated. If acts of bullying are verified, prompt disciplinary actions may be taken against the perpetrator, up to and including suspension and/or expulsion.

A safe and civil environment is necessary for students to learn and achieve high academic standards. Harassment, intimidation, bullying, hazing, and/or other disruptive or violent behaviors is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment.

SV Prep believes that providing an educational environment for all students, volunteers, and families that is free from harassment (because of disability, racial, religious, or sexual orientation), intimidation or bullying supports a total learning experience that promotes personal growth, healthy interpersonal relationships, wellness, and freedom from discrimination and abuse. Therefore, harassment, intimidation, bullying and hazing are forms of dangerous and disrespectful behavior that will not be tolerated. Students participating in one or more of these activities are subject to school discipline and/or legal ramifications.

Parents and students will be provided a copy of the school's the Anti-Bullying Policy at the beginning of the school year and any other time deemed appropriate.

In addition, bullying and intimidation through texting, Facebook, Instagram, Twitter, Kik, Snapchat or any other electronic media is not tolerated.

SEXUAL HARRASSMENT

Sexual harassment toward any student will not be tolerated. Sexual harassment is defined as unwelcomed and unwanted sexual behavior or conduct whether verbal, physical or visual, which create an intimidating, hostile, or offensive environment.

Sexual harassment may include but is not limited to:

- Physical contact, such as hugging, kissing, grabbing, pinching, patting, brushing against, touching or blocking one's path or egress;
- Implicit or explicit sexual propositions, requests, demands or other forms of pressure for sexual favors or dates; especially when accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status;
- Sexually suggestive or degrading remarks, including jokes, kidding or teasing;

- Unwelcomed verbal or physical flirtation, sexual gestures or comments, or comments about another person's body or appearance; including touching oneself sexually or talking about ones sexual activities in front of others;
- Vulgar or obscene language;
- Display of sexually explicit or offensive printed or visual material, including but not limited to photographs, calendars, graffiti, cartoons, emails, drawings or notes including making and playing sexually explicit audio/video tapes;
- Demanding sexual favors accompanied by implied or overt threats concerning an individual's employment or educational status;
- Spreading rumors about or rating other individuals as to sexual activity or performance

Sexual harassment may take many forms. It may be subtle and indirect or blatant and overt. It may be conduct affecting an individual of the opposite sex or conduct affecting an individual of the same sex. It may occur between peers or between individuals in a hierarchical relationship. The fact that someone did not intend to sexually harass an individual is no defense to a complaint of sexual harassment. Regardless of intent, it is the effect and characteristics of the behavior that determine whether the behavior constitutes sexual harassment.

If a student feels as if he/she is being sexually harassed, they need to immediately inform a teacher or the administrator. Any cases involving sexual harassment will undergo investigation. Students found to be in violation will be subject to disciplinary action such as suspension and/or expulsion.

STUDENT SEARCH AND SEIZURES

School property assigned to a student and a student's person or property while on campus or under the authority of the school is subject to search, and items found are subject to seizure. The principal, student advocate, or any other person authorized to act in a matter involving school discipline or the maintenance of order, certified school personnel are authorized to conduct a search when (s)he has a reasonable suspicion that a crime or other breach of disciplinary rule is occurring or has occurred. A reasonable suspicion is one based upon objective, observable facts. The scope or extent of the search must also be reasonably related to the reason for the search. School property, computers, lockers, school buses, and student personal effects whether or not, within his/her immediate physical possession may be searched with or without the student present.

SUSPENSION/EXPULSION OF STUDENTS

The right to a public education for students is not absolute; it may be taken away, temporarily or permanently through suspension or expulsion for violation(s) of a school regulation. However, it is a property right afforded to students which may only be denied when school authorities have adhered to procedural safeguards required affording the student due process of law.

A student may not be suspended or expelled for any misconduct unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the principal or occurring within any other school district and that act occurs at any time, including, but not limited to 1) while on school grounds, 2) while going to or coming from school, 3) during the lunch period whether on or off the campus, or during or while going to or coming from a school-sponsored activity.

According to NMSA 6.11.2.11, SV Prep is not obligated to accept any student who has been long-term suspended from another school. A student who has been validly expelled or suspended is not entitled to receive

any educational services from the local district during the period of the exclusion from school. A local school board may provide alternative arrangements, including correspondence courses at the student's or parent's expense pursuant to public education department requirements, if the board deems such arrangements appropriate.

For further information refer to the Positive Behavior Support policy located in the school's office.

WHAT TO DO IF YOU FEEL YOUR RIGHTS HAVE BEEN VIOLATED

South Valley Preparatory School does not discriminate on the basis of ethnic, identify, religion, race, color, national origin, sex, sexual orientation, mental or physical disability, marital status or pregnancy in any program or activity of, or sponsored by, SVP.

The grievance and hearing procedures set forth in this section shall be available to anyone who believes he/she has been discriminated against on the basis of race, color, national origin, sex, disability, or age.

Internal Complaint Procedures

A student or parent/legal guardian is encouraged to resolve concerns first with the student's teacher. This will enable the teacher to take appropriate action to resolve any concerns promptly. If the teacher is unable to address the concern, the student or parent/legal guardian are encouraged to seek assistance at the next highest level, the principal. SVP strongly encourages the complainant to immediately address concerns and seek resolution at the lowest level prior to seeking resolution with the Board. The principal is the person responsible for receiving oral and written reports of harassment and discrimination on the basis of gender. If a student has knowledge of inappropriate behaviors and fails to contact a SVP personnel, the student will be subject to disciplinary action(s). A student's responsibility for reporting incidents of inappropriate behavior is the contact the principal, teacher, personnel staff, etc. A student may also talk with his/her parent(s) or legal guardians so that they can inform the school of the inappropriate behavior. Any school personnel who receive a report of harassment or discrimination shall immediately inform the principal. If the complaint is in regard to the principal, the SVP Governing Council must be contacted. Any school personnel who fail to report incidents of harassment and discrimination will be subject to appropriate disciplinary actions.

Who May File a Complaint

Any student, parent, or legal guardian on behalf of his or her student who believes he/she has been discriminated against. These procedures do not deny any student, parent, or legal guardian the right to pursue other avenues of recourse.

How to File

Contact the SV Prep Principal or Governing Council in any manner to report prohibited conduct. An internal Complaint must be filed within 30 calendar days from the last day of alleged discrimination, unless the time for filing is extended by the principal or Governing Council for good cause. All inquiries and internal complaints filed are CONFIDENTIAL. Confidentiality also applies to the inquiry and investigative process of all investigations conducted by the SV Prep administration.

STUDENT SUPPORT POLICIES

SCHOOL HEALTH SERVICES

HEALTH OFFICE

SV Prep has a contracted nurse who works with our students. She is on our school campus generally one day every other week. Her main focus is vision and hearing screenings as well as making sure each student's immunizations are up to date. Student immunizations, by state law, must be current. Written proof of immunizations or legal exemptions must be presented to the administration, so the nurse can verify them. The student may be withdrawn from school until records are current.

On days when the nurse is not present, students who are ill or injured report to the Nurse Assistant for evaluation and care. Parents will be contacted by the Nurse's Assistant or office staff if warranted. Please make sure the office has up to date telephone numbers so a family member, friend, or neighbor can be contacted for serious illness, injury, or emergency. Students may not leave campus, unless authorized by a parent/guardian. In emergencies, 911 will be called and the parent/guardian will be notified as soon as possible. The school office should be notified of any chronic or serious health problems, especially asthma, heart conditions, diabetes, seizure disorders or a history of anaphylactic reactions to insects or foods. Please call administrative office for any questions or health concerns at 222-5642.

IMMUNIZATIONS OF STUDENTS

Students shall not be enrolled at any school unless satisfactory evidence of their completed immunizations, or proper exemption, can be presented. Any enrolled student without an immunization exemption will be place on immunization suspension until immunization are completed or are made as current as possible. It is unlawful for any parent to refuse or neglect to have his or her child immunized, as required by state law, unless the child is properly exempted. Legal reference: NMAC 6.12.2, NMAC 7.5, and Chapter 24 Article 5, NMSA 1978.

MEDICATION POLICY

If a student needs to take a prescription drug during school, a doctor's order is required. The required form for the doctor to fill out is available in the office. All medications must be in original container for safety reasons. We cannot allow students to be in possession of unidentified pills in baggies or envelopes or on their person.

HEAD LICE

The student's parents/guardian will be called and told that head lice have been found on the child. The student will be unable to return to class until no visible nits or live bugs are found. Upon return to school, the student will need to provide a "return to school" note from the doctor.

PINK EYE (Infectious Conjunctivitis)

The student's parent/guardian will be called or notified if the child appears to have pink eye and complains of eye irritation. This irritation can be caused by a variety of bacteria, viruses, and other germs, as well as by allergies, exposure to chemicals or irritants. "Pink Eye" spreads from person to person by direct contact, in droplets coughed or sneezed into the air, on hands, towels, and/or girls sharing makeup products. If your child is complaining of these symptoms or has been sent home from school because of them, please contact your doctor for treatment. Upon return to school, the student will need to provide a "return to school" note from teacher.

NUTRITION SERVICE

Breakfast, Lunch and an After School Dinner will be provided at SVP daily through an outside vendor or catering company. Each morning students will indicate whether or not they will be purchasing lunch. At 9:00 we will notify the company of how many lunches will need to be delivered that day. If you know your child is going to be late, please notify the office so we can get an accurate count for the day.

South Valley Preparatory School is a Priority 2 school. Priority 2 means that all meals are served to all students for FREE. HOWEVER, every 4 years we must re-establish our free and reduced percentage baseline. During this year all families are required to fill out a meal application. Regardless of the outcome, ALL students receive free meals at SVP.

Students are more than welcomed to bring their own lunch. However, in alignment with our Health and Wellness Policies and focus, we ask that all meals sent from home follow a healthy guideline and do not include Hot Cheetos or other such junk food, sodas, or candy. We highly encourage healthy meals.

Hot Cheetos, Takis, Ramen Noodles, Sodas, Energy Drinks of any kind, Gum and Candy are all prohibited at SVP.

Non-Discrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

PARENTAL POLICIES

RELEASE OF STUDENTS DURING THE SCHOOL DAY

For the safety and protection of your child, a parent/guardian is required to report to the school office, present photo identification and officially sign-out the student for early release. The protection of quality instructional time for your child is a priority. To minimize the loss of instruction, verification of any medical appointments may be requested by the school. Parents/guardians have the responsibility to furnish schools with accurate, up to date information. The school must always receive notification or authorization from the custodial parent/guardian before releasing the student to a non-custodial parent.

Students shall not be released into the custody of any organization, institution, or individual without prior consent or communication with the parent/legal guardians. Possible exceptions include: child abuse investigations, directives from law enforcement officials and/or the New Mexico Children, Youth, and Families Department (CYFD) or in emergency situations where immediate arrest or removal of a student for safety reasons is deemed necessary.

CUSTODIAL RIGHTS OF PARENTS

Each parent or court-appointed guardian shall be assumed to have all legal rights pertaining to parenthood or guardianship. In those circumstances in which children's parents/guardians are legally separated, and the parent/guardian states that he/she is legally responsible for the children, the requesting must provide the administrator with a court order delineating the custodial rights of the parties involved.

UPDATING AND CHANGING OF STUDENT INFORMATION

It is very important for parents to keep the school informed, in writing or face-to-face, of any changes in student information to include but not limited to:

- Allergies
- Medication
- Illnesses
- Doctors
- Hospital Choice
- Address
- Phone Number
- Emergency Contact Numbers
- ***Authorized person who may pick up your child from school***
- ***Unauthorized individuals who are NOT permitted to pick your child up from school***

VISITORS TO SCHOOLS

The staff and administration of SVP encourage parents/guardians to visit schools and classrooms as long as such visits do not disrupt school operations or interfere with the educational process. Unless accompanied by parent(s)/guardian(s), school aged guests (i.e. out of town relatives or friends) are not permitted on campus during the school day.

For the safety of students and staff, all school visitors must report to the school's main office upon arrival before proceeding to any part of the school or school grounds. Visitors shall comply with the school's policies regarding identification and safety.

VOLUNTEER CLEARANCE

SVP welcomes and encourages all parents/guardians to volunteer their time in our school. In order to protect our students, volunteers with need to get an FBI background check and fingerprinting through Cogent using the school's agency number. Please see the Office Manager for more information.

PARENT-STAFF COMMUNICATIONS

If a parent has a concern about an issue that occurred in the classroom, the parent needs to talk with the classroom teacher first. If the parent does not feel the issue is resolved after discussing the incident with the classroom teacher, the parent may call the administrator and set up an appointment to review the issue with the classroom teacher and the administrator. If the concern still has not been answered to parental satisfaction, contact a SVP Governing Council Member.

STUDENT-LED CONFERENCES

Student-Led conferences are mandatory for all students and are held at the end of the first, second, and third 9 - week grading periods. If parents wish to meet with a teacher, they will need to make arrangements directly with the classroom teacher.

PUBLIC INQUIRIES AND PARENTAL COMPLAINTS

As a parents or community member, there may be times when you need to have a problem solved or have a question answered. You may also have suggestions for changes to improve our school system. Your input is important. First, please address your questions or comments to the school principal. If your concerns are not addressed satisfactorily with the principal, please bring your complaint/inquiry to the Governing Council.

EMERGENCY INFORMATION

During school emergencies, parents must work in accordance with law enforcement and school officials to ensure the safety of all children and staff. Routine school procedures may change during an emergency. Emergencies could include fire, lockdowns, bus accidents, severe weather storms, disturbances in the adjacent neighborhoods, and more.

Please make sure emergency information is current in your child's school records. When you move, change phone numbers, or change emergency contact names, contact the school immediately. **Please make sure you follow the procedures provided to you to accept text messages from SVP through School Messenger.**

What should parents do in an emergency situation?

1. School emergency information will be sent **to you via text and voice using School Messenger** to provide instructions regarding procedures, if necessary. Please follow all instructions provided. In addition, if necessary, emergency information will be sent to local radio, TV stations, the school website, and through texts to keep parents notified and

2. School closures or late starts due to severe weather conditions will also be released to all media outlets.

3. Avoid calling the school during an emergency situation, as phones will be used to deal with the emergency situation and staff members will be busy taking care of students' needs. Information sent to the media and posted on the SVP website will be updated as needed.

4. If the school is on lockdown, no one (other than emergency responders) is allowed to enter or leave the school
site. This is for your child's safety. Please do not come to the school until it has been announced through the media or website that it is safe to do so.

5. Follow all emergency student check-out procedures. Once the emergency situation is over, any adult coming to the school to pick up a student MUST have proper identification. This is for your child's safety as school personnel must track who has picked up all students. Students who normally walk home will be allowed to do so only after the police have determined the area is safe. Under some conditions, students who normally walk may need to be picked up.

GENERAL INFORMATION

THE GOVERNING COUNCIL

The Governing Council is the governing body of the school. The Governing Council meetings will be held on the third Thursday of each month. They will meet at 6:00 p.m. at the school. All meetings are open to the public and are conducted in compliance with the Open Meetings Act. All parents are welcome and encouraged to attend. Copies of the Governing Council bylaws and monthly agendas and minutes are available in the school office and on the school website. In addition, the names and contact information of all Governing Council Members are on the school's website.

DAILY SCHEDULE

The school day begins at 7:45 a.m. and ends at 3:38 p.m. Monday through Thursday and from 7:45 to 1:10 on Fridays. The school is supervised from 7:15 to 3:50. SVP is not responsible for students who come to school before 7:15 a.m. Any student on campus after 3:50 is required to sign in to the after school homework club / tutoring program in the Cafeteria. Office hours are from 7:00 a.m. to 4:00 p.m. Individual class schedules will be given to students on the first day of school.

TESTING

SVP believes that understanding the levels and needs of our students throughout the year will help us prepare and manage our curriculum more effectively. In addition to the tests and quizzes given in each core class, there are three forms of additional assessments: Northwest Evaluation Association (NWEA); the PARCC state mandatory test and the Analytical Reading Inventory (ARI).

1. NWEA is given three times a year (fall, winter, and spring). It assesses student's level of proficiency in reading, math, and language arts in comparison to other students (in your child's grade level) around the nation.

2. ARI is given at the end of each nine weeks to assess the students' reading levels

3. The NM state required assessment is given once a year (typically in March or April). This test is used to determine a students' level of proficiency in comparison to other students in other states that participate in similar testing. This assessment is also determines if a school has made Annual Yearly Progress (AYP). The students will be assessed in reading and math. Seventh graders will also be assessed in science using the NMSTEM Ready Test.

FIELD TRIPS

During the school year students will have opportunities to go on field trips. Signed permission forms are required and all school rules apply while on field trips. Parents will be given adequate notice of upcoming field trips and parents/guardians who do not want their child to participate should request an excused absence from the administrator; otherwise, a student's absence will be deemed an unexcused absence.

SPORTS

South Valley Prep participates in the Albuquerque Charter School League. As part of the Charter School League we will be competing against other charter school students and small private schools **in grades 6th through 12th.** Students participating in any sport must have all registration papers filled out, signed and returned, have an annual physical by a Doctor and must maintain a minimum of a 2.5 grade point average. In order to compete we need parent and community volunteers to coach. No school transportation is provided. Parents must transport students to all practices and games. If you have questions and/or would like to volunteer, please contact our PE Coach / Athletic Director

Try-outs for the following boys and girls sports will be announced via School Reach and through school newsletters and/or notices:

- Boys Basketball
- Girls Basketball
- Coed Flag-Football
- Cross Country Running
- Girls Volleyball
- Coed Soccer
- Boys & Girls Track and Field

According to Senate Bill 789 of 2005, students who attend a charter school may choose to participate in a sports program at their home district school. However, they can only participate in one league, either the Charter School League or the APS District League.

Parents and students are required to sign a contract ensuring that they will demonstrate good sportsmanship. Parent signature will be representative of this agreement for themselves and any extended family members that attend any sporting events. Failure to sign the contract results in your child not participating in SVP's Sports program. Failure to uphold the agreement signed will result parents and / or extended family members from attending any sporting events.

BICYCLES/SKATEBOARDS/SCOOTERS

Students who ride bicycles or scooters to school are expected to wear protective head helmets. Bicycles, skateboards, or scooters must be walked when on campus and are to be locked up during the day.

RELIGIOUS HOLIDAYS

We encourage the members of the school community to observe their respective religious holidays. Teachers will work with students who miss school because of religious commitments. Please be sure to discuss religious requirements and commitments with your child's teachers.

South Valley Preparatory School
2019 FMP/Ed Spec Strategic Meeting
Wednesday, October 9, 2019 2:00pm

Last Name	First name	Department	Email Address	Phone Number	9-Oct-19
Alderete-Trujillo	Charlotte	Executive Director	charlotte.trujillo@southvalleypre	505-222-5642	Office
Martinez	Alfred	Business Manager	al.martinez@southvalleyprep.org	505-515-2506	
Frietze	Bernadette	Board President	Bfrietze@yahoo.com	505-379-8266	
Flores	Dana	Community Outreach	dana.flores@svp.org	(505)515-2504	
Blea	Ramona	Office Manager	ramona.blea@southvalleyprep.org	2225242	
SALMON	Jimmy	IOS	JIMMY@IOSNM.COM	505-256-0986	
CHAVEZ	NICK	IOS	NICK@IOSNM.COM	505-256-0986	
Strube	Marilyn	GSArchitecture	mstrube@greer-stafford.com	505-250-4314	
Ochoa	Gabriella	GSArchitecture	gochoa@greer-stafford.com	505-821-0235	
Lituma	Pablo	GSArchitecture	plituma@greer-stafford.com	505-821-0235	

South Valley Preparatory School

FACILITIES MASTER PLAN/ EDUCATIONAL SPECIFICATION 2020-2024

October 9, 2019

GS ARCHITECTURE

AGENDA

South Valley Preparatory School 2020-24 FMP/ED Spec

- GS FMP/ED Spec Purpose and Objectives
- FMP/ED Spec Partnerships
- PSFA
- GS FMP/ED Spec Process
- SVPS FMP Goals, Expectations and Concerns
- SVPS FMP/ED Spec Process
- SVPS FMP/ED Spec Schedule
- Background Information

2

Greer Stafford SJCF Architecture

ESTABLISHED 1987

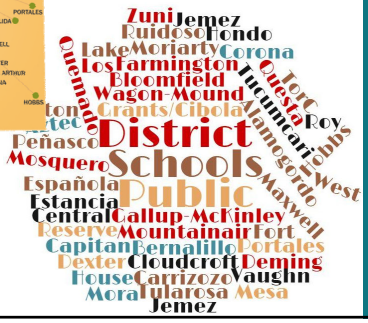
One Accredited Learning Environment Planner

Two UNM Masters Planners

40+ NM Districts

30+ years

Specialize in the design and planning of educational facilities.



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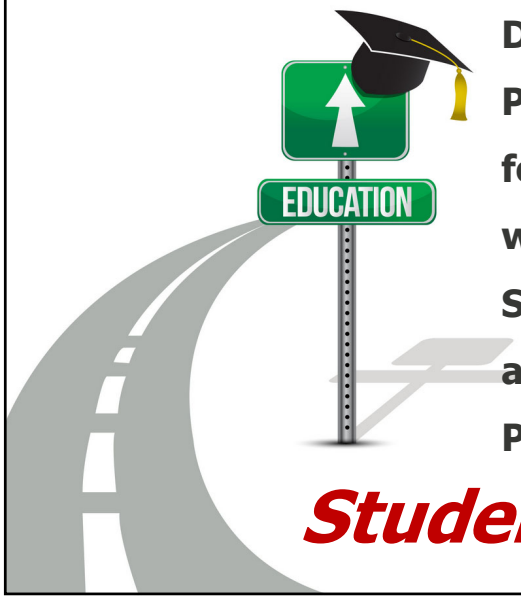
GS FMP/ED SPEC PURPOSE

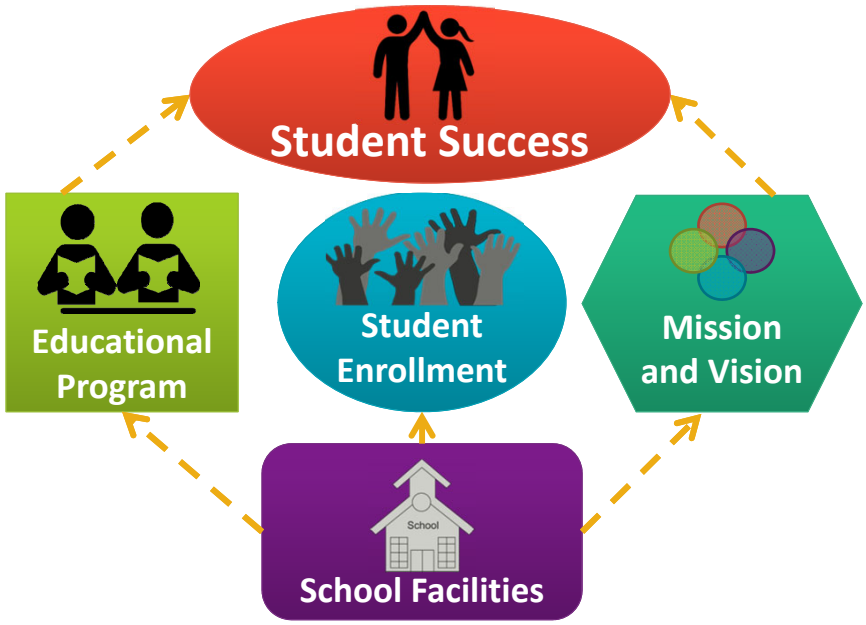


Develop a Plan / Road Map for school facilities which will support the School's Mission and Educational Program for

Student Success

4

GS FMP/ED SPEC OBJECTIVE



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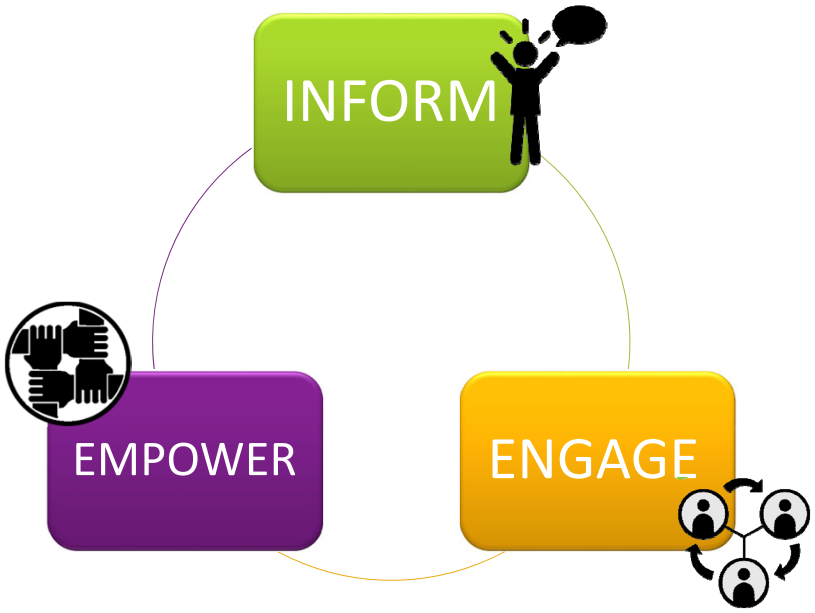
GS FMP/ED SPEC PROCESS •Objectives



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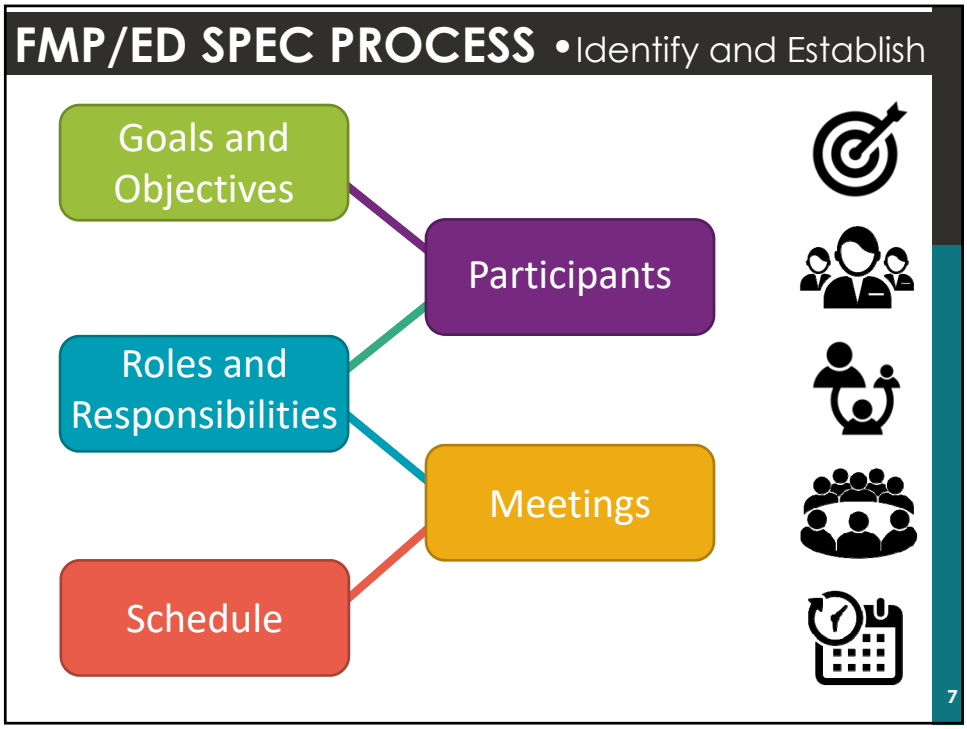
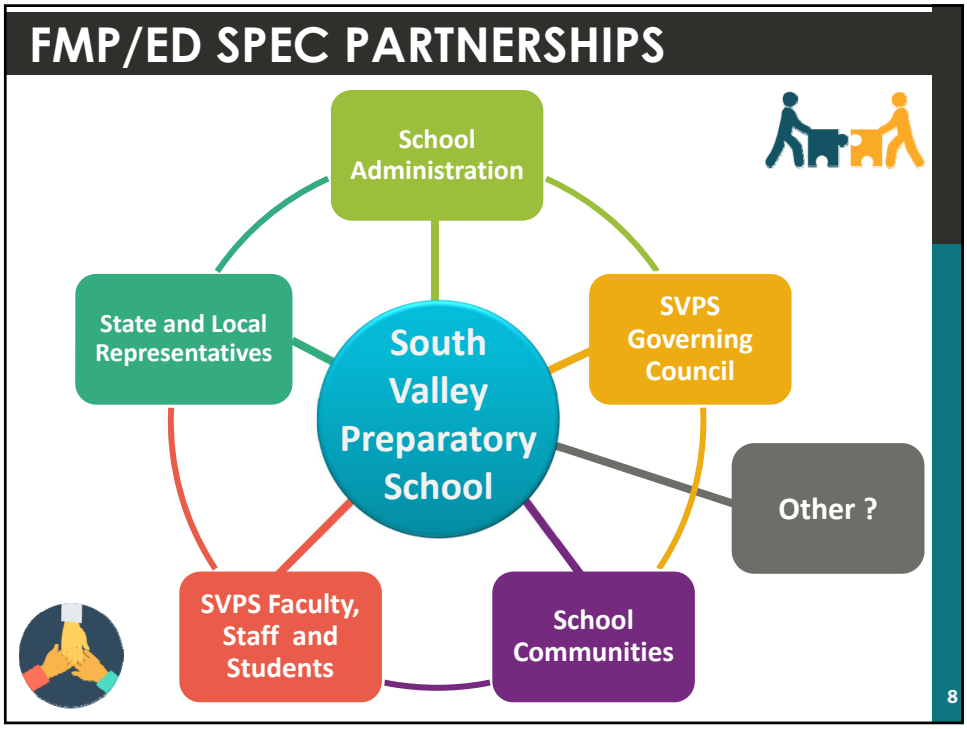

FMP/ED SPEC PROCESS • Identify and Establish
Goals and Objectives
Participants
Roles and Responsibilities
Meetings
Schedule
7


FMP/ED SPEC PARTNERSHIPS
School Administration
State and Local Representatives
South Valley Preparatory School
SVPS Governing Council
Other ?
SVPS Faculty, Staff and Students
School Communities
8

South Valley Preparatory School 2019

Mission *The mission of South Valley Preparatory School is to provide a small, safe and unique family learning community where students are prepared for high school and beyond.*

Vision

FMP/ED SPEC PARTNERSHIPS • PSFA STANDARDS

Requirements:

- ✓ Facilities Master Plan Checklist
- ✓ Enrollment
- ✓ Facility Utilization

District Issues, Concerns & Needs:

- ✓ Life Health Safety
- ✓ Technology
- ✓ Preventive Maintenance
- ✓ Efficient / Effective Use of Square Footage

10

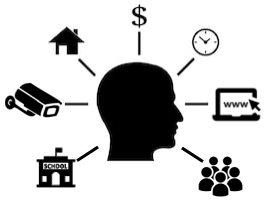
FMP/ED SPEC GOALS AND OBJECTIVES

11

FMP/ED SPEC SCHOOL EXPECTATIONS

12

FMP/ED SPEC ISSUES, CONCERNS, NEEDS



Funding:

Security:

Technology:

Enrollment:

Facility Condition:

Teacher Retention:

Community:

Other: ???

13

FMP/ED SPEC PROCESS •Committees

FMP/ED Spec Core Committee

Who: 4-8 members
District Administration and Department Heads

FMP/ED Spec Steering Committee

Who: 20-25 members
District has an established committee of staff and community members that will serve as the FMP Steering Committee.

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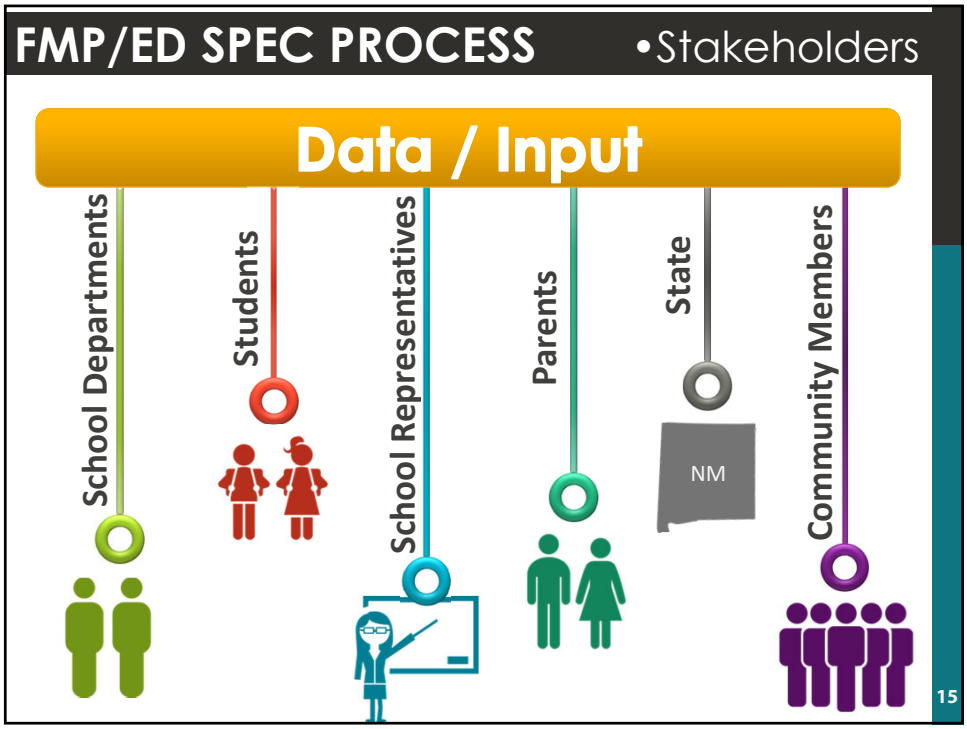
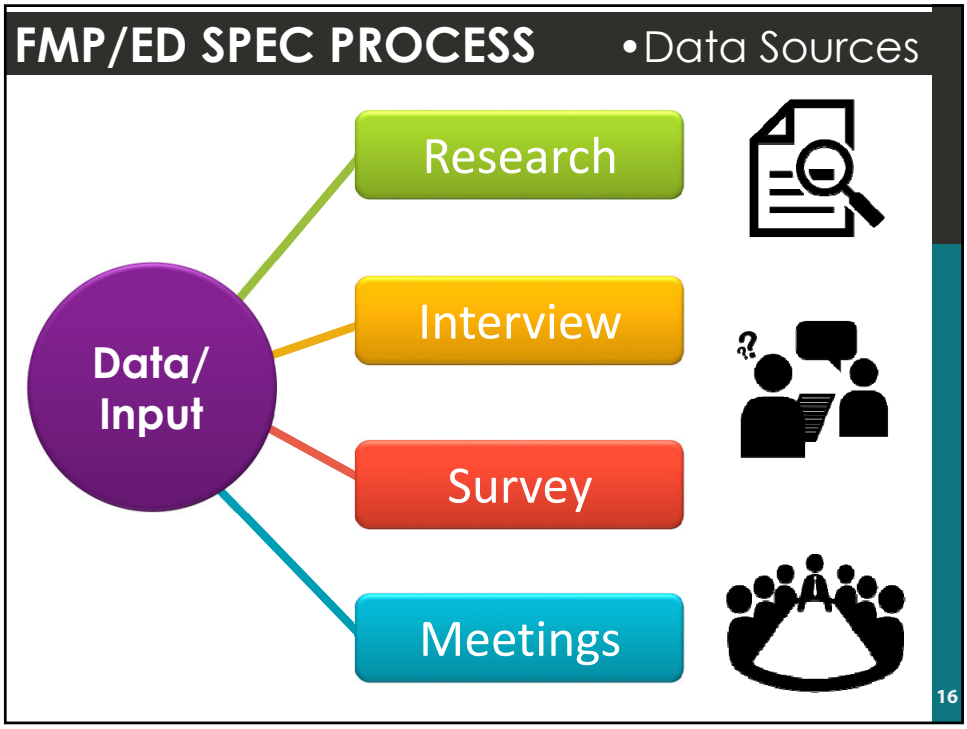
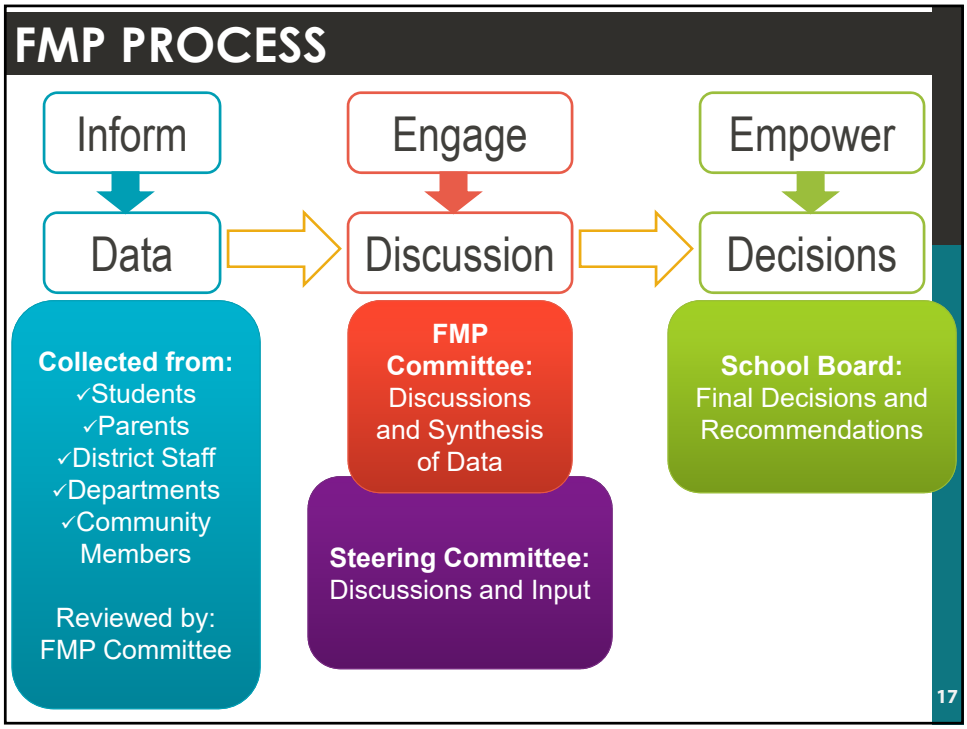
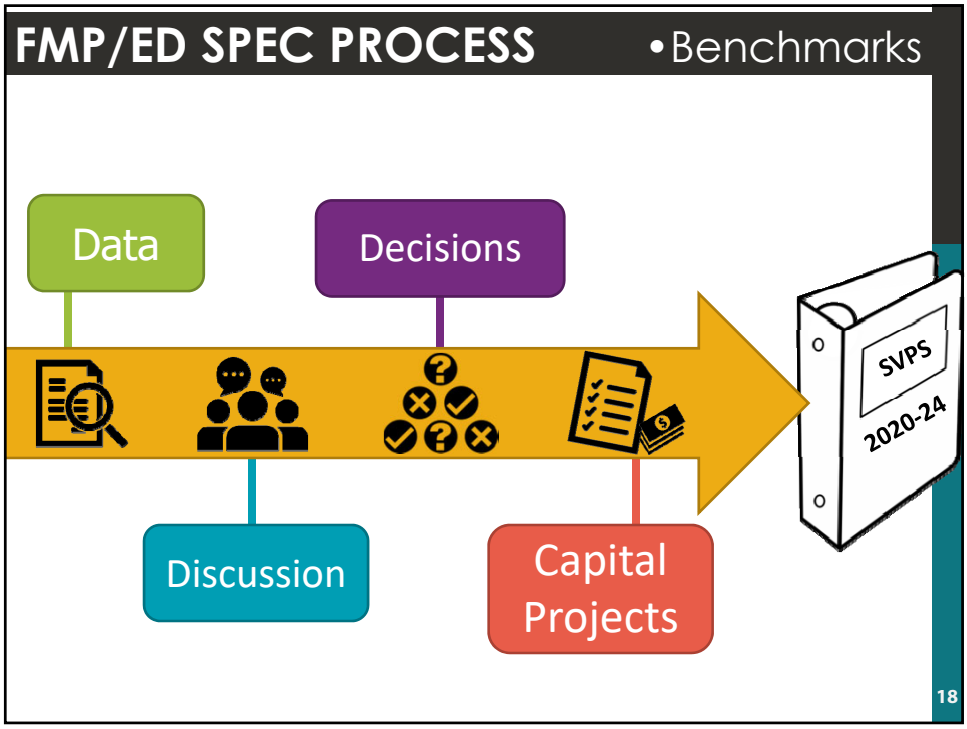

FMP/ED SPEC PROCESS
•Stakeholders
Data / Input
School Departments
Students
School Representatives
Parents
State
NM
Community Members
15


FMP/ED SPEC PROCESS
•Data Sources
Data/ Input
Research
Interview
Survey
Meetings
16


FMP PROCESS
Inform
Engage
Empower
Data
Discussion
Decisions
Collected from:
✓Students
✓Parents
✓District Staff
✓Departments
✓Community Members
Reviewed by:
FMP Committee
FMP Committee:
Discussions and Synthesis of Data
Steering Committee:
Discussions and Input
School Board:
Final Decisions and Recommendations
17


FMP/ED SPEC PROCESS
•Benchmarks
Data
Decisions
Discussion
Capital Projects
SVPS
2020-24
18

FMP SCHEDULE

October 9	Strategic Plan / FAD Review
	Governing Council / Community Review
	Steering Committee Meeting
	Steering Committee Meeting
	Steering Committee Meeting
	Governing Council / Community Review
	Governing Council Adoption

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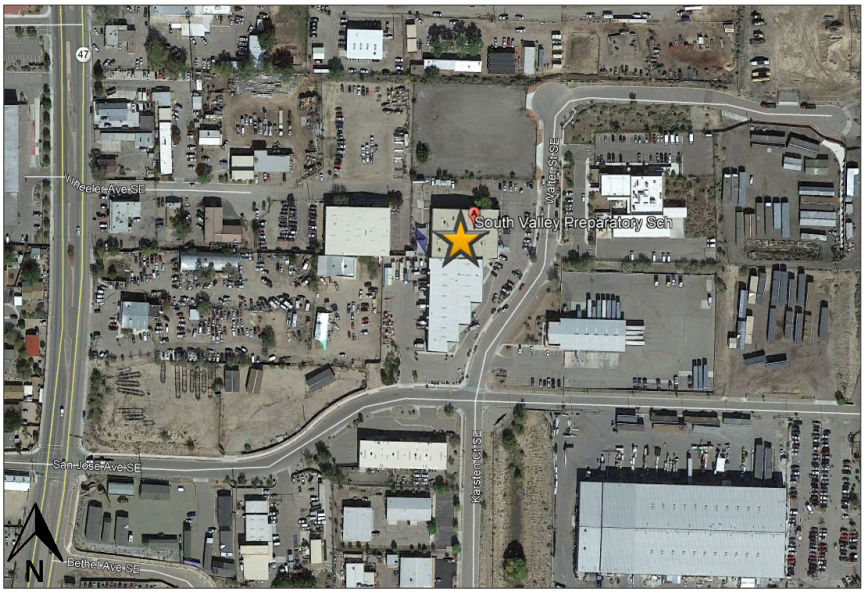
BACKGROUND INFORMATION

BACKGROUND •School Area



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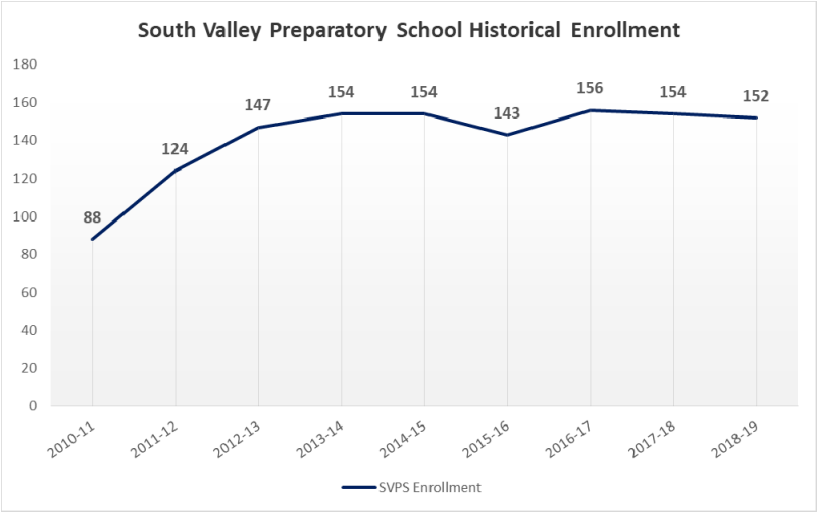
BACKGROUND •Enrollment

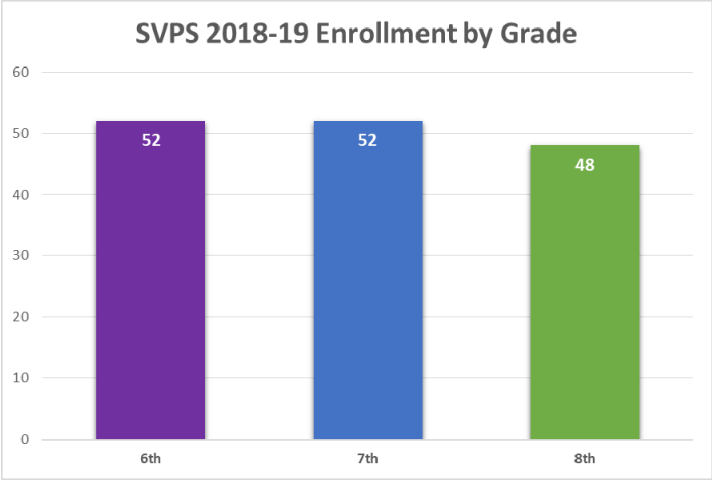


Source: PED 40th Day Count

SVPS Charter Capacity: 156

22

BACKGROUND •Enrollment by Level



Source: PED 40th Day Count

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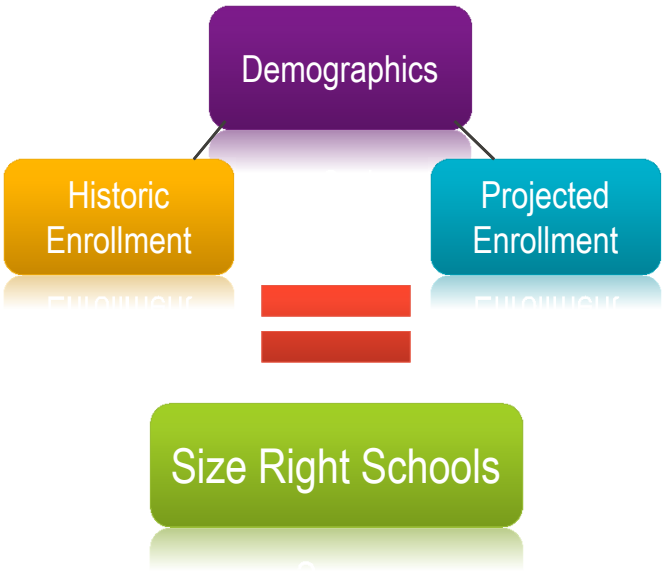
BACKGROUND •Capacity Studies



24

BACKGROUND •Capacity Studies

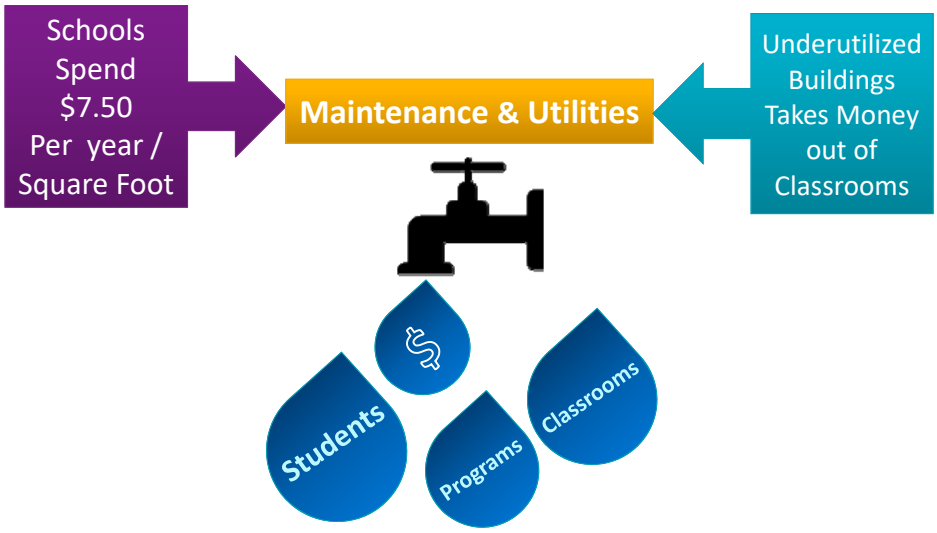
NMAS Recommended Square Footage

School	2018-19 Enrollment	NMAS CURRENT Rcmd SF/Student	NMAS Rcmd Facility SF	PSFA's Facility SF (Permanent)	PSFA's Facility SF (w/Portables)	Ratio of Existing SF to Rcmd SF	NMAS Capacity based on Existing SF/Student
South Valley Preparatory School	152	214	32,477	21,045	21,045	65%	46
SCHOOL TOTALS:	**152**		**32,477**	**21,045**	**21,045**	**65%**	**46**

SVPS is 11,432 sq.ft. **UNDER** NMAS square footage

25

PSCOC and PSFA STUDY FINDINGS



BACKGROUND •2019-20 FAD

SVPS PSFA Facilities Assessment Database (FAD)

School	2019-20 Rank	Weighted NMCI
South Valley Preparatory School	174	32.06%

2019-20 **State Share** of an approved project: 45%
School Share of an approved project: 55%

27

BACKGROUND •PSCOC Systems Based Funding

FAD SYSTEM	LIFE SPAN
BUILDING:	
Air / Ventilation Equipment	20
Ceiling Finishes	30
Communications / Security	15
Exterior Walls	100
Exterior Windows and Doors	30
Fire Detection / Alarm	15
Fire Sprinkler	50
Floor Finishes	12
Foundation / Slab / Structure	100
HVAC	30

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BACKGROUND • PSCOC Systems Based Funding

FAD SYSTEM	LIFE SPAN
BUILDING:	
Institutional Equipment	30
Interior Doors, Partitions, Stairs, Elevator	50
Interior Walls	60
Lighting / Branch Circuits	30
Main Power / Emergency	30
Other Electrical Systems	20
Other Equipment	60
Plumbing	30
Roof	20
Technology	10
Wall Finishes	12

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BACKGROUND • PSCOC Systems Based Funding

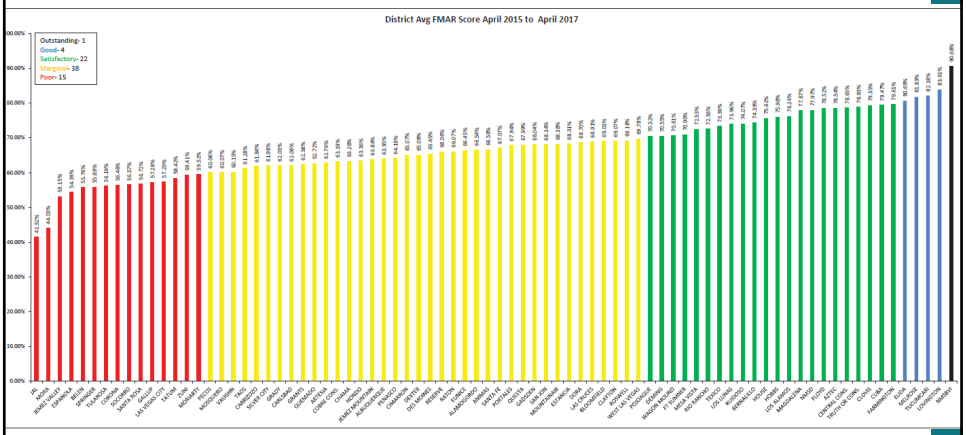
SITE:	
Athletic Fields	30
Fencing	100
Landscaping	30
Parking Lots	20
Playground Equipment	15
Site Lighting	40
Site Specialties	40
Site Utilities	50
Walkways	30

30

BACKGROUND •2019 FMAR

FACILITY MAINTENANCE ASSESSMENT REPORT (FMAR)

School	YEAR	Participation %
SVPS	2019	0%



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BACKGROUND •2012-17 FMP Capital Projects

4.2.1 Capitalization Options for Permanent Facilities

South Valley Prep currently operates in a leased space with no options for expansion or growth. The school has established a non-profit organization to provide the most advantageous financial position in the purchase of a permanent facility. There are several options for the school to consider:

Option 1: Remain at the current location for the foreseeable future.

Regardless of how permanent facilities are secured for this charter school, it is a goal of the school to remain as close as possible to their current location.The landlord has not made the existing school facility available for sale, but the school is in discussions with the landlord concerning additional acreage that may become available across Gun Club Road to the south. This option of "staying put" has no immediate schedule implications, but the school must still start the process of owning a campus to comply with state requirements. SVP has just begun their third school year, and as such, are in the very early stages of permanent campus site procurement. As more time passes, additional scenarios may develop from this preferred option, as follows:

- A small parcel across the street would initially be for sale, which would enable the school to consider building a gym facility. A gym facility would provide educational opportunities not currently available at the campus, but it would also serve as a revenue-generating resource when leased to outside community groups or athletic organizations.

- Adequate space for a complete new campus across the street would become available, and a new campus facility masterplanned and built with phased construction as physical and funding needs are matched. The classroom portables (owned by the school) that currently serve the majority of classroom needs could be easily relocated to a new campus.

32

BACKGROUND •2012-17 FMP Capital Projects

Option 2: Locate an existing facility that meets the needs of the school.

At this time the school takes every opportunity to look at facilities for sale that offer many of the features outlined in the Educational Specifications and this Master Plan. To date, no existing facilities have been judged to have enough required amenities to warrant serous consideration. SVP is commited to leaving this option open for the time being as talks and negotiations occur on Option No. 1. Schedule implications are unknown, but the ideal outcome would be to locate a fairly priced property in the right location that required little renovation prior to occupancy, and that the move to the new facility could occur over a summer break.

Option 3: Find a piece of property and build new. This option is the most costly and time consuming, requiring at least 2.5 years to implement. The financial costs could be a major eliminating factor for this option as well. The schedule may be anticipated as follows:

- Purchase Land Appraised at Fair Market Value: .....Month 1 and 2
- Select Design Team:.....Month 1 and 2
- Design and Construction Documents: .....Month 3 through 10
- Reviews, Pricing, Construction Contract Award:...Month 11 through 15
- Construction: .....Month 16 through 26
- Commission, Finalize, Move-In:.....Month 27 through 28

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BACKGROUND •Capital Funding History

SVPS GOB **N/A**

SB-9: ?

HB-33: ?

Other: ?

PSCOC / PSFA
Awards Since 2005:
$0

PSCOC / PSFA
Land Lease Assistance: $34,200
Leased Facilities: ?

34

we can't predict the future…
35

50+ Years Ago
The Focus of Education was on
ACADEMIC SKILLS

Academic Skills

Social Skills

2019 Focus of Education is on the *'TOTAL STUDENT'*

Wellness Skills

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FMP/ED SPEC QUESTIONS

- WHAT ARE POSITIVE FEATURES OF SCHOOL FACILITIES?

- WHAT ARE THE EDUCATIONAL CHALLENGES FACED BY SVPS?

- WHAT WILL EDUCATION IN SVPS LOOK LIKE IN 5, 10, 25, 50 YEARS?

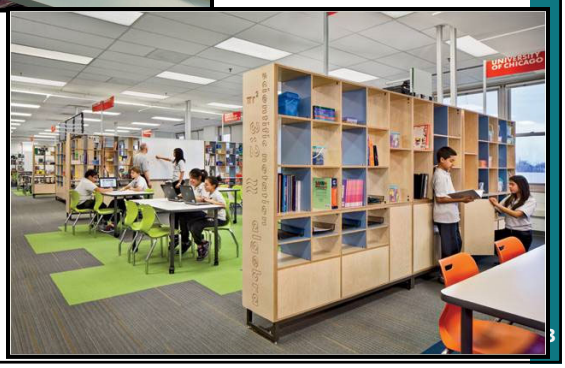
40

- WHAT IS THE LONG RANGE VISION OF THE SCHOOL FOR EDUCATIONAL PROGRAM DELIVERY TRENDS?

- IN THE NEXT FIVE PLUS YEARS, WHAT ARE SOME FEATURES / BUILDING SYSTEMS OF SCHOOL FACILITIES THAT NEED TO BE UPGRADED OR IMPROVED?

- HOW DO EXTRACURRICULAR ACTIVITIES FIT INTO THE FMP?

42



FUTURE OF: •South Valley Preparatory

Keep

- Major Renovation

- Minor Renovations
- Building Systems Upgrades
- Additions

Replace

- Close

- Demo Any Portion

44

CAPITAL PLAN •Capital Projects

SVP CAPITAL PROJECTS PER SCHOOL:

1. Reoccurring Facility Needs
   - Life-Health-Safety-Security-Code-ADA
   - Maintenance
   - Technology
2. Major Facility / Site System Renewal
3. Major Capital Projects
   - Major Renovation Projects
   - Facility Replacement Projects
   - New Construction
   - Facility Removal from Inventory

45

AERIALS •South Valley Preparatory

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FLOOR PLAN •South Valley Preparatory

Need New Floor Plan

47

Thank You

FOR

YOUR TIME

AND

INPUT

South Valley Preparatory School

FACILITIES MASTER PLAN/ EDUCATIONAL SPECIFICATION 2020-2024

November 21, 2019

Greer Stafford SJCF Architecture

ESTABLISHED 1987

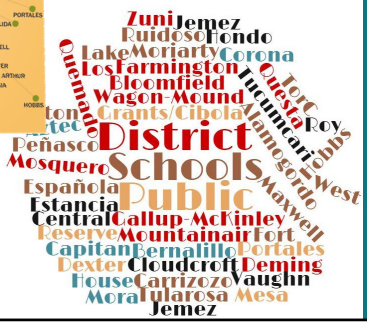
30+ years

Specialize in the design and planning of educational facilities.

One Accredited Learning Environment Planner

Two UNM Masters Planners

40+ NM Districts



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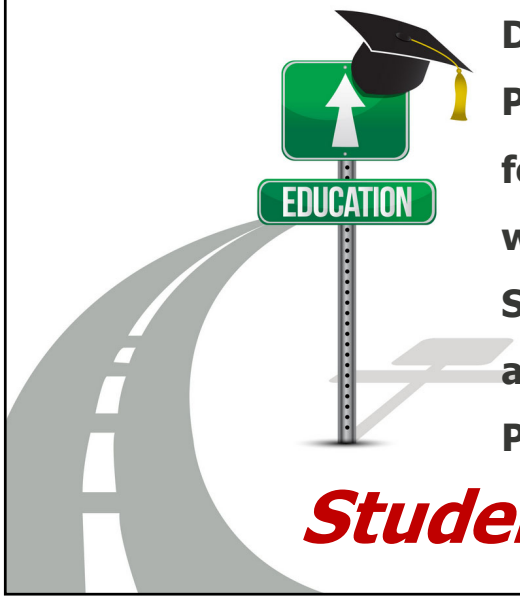
GS FMP/ED SPEC PURPOSE



Develop a Plan / Road Map for school facilities which will support the School's Mission and Educational Program for

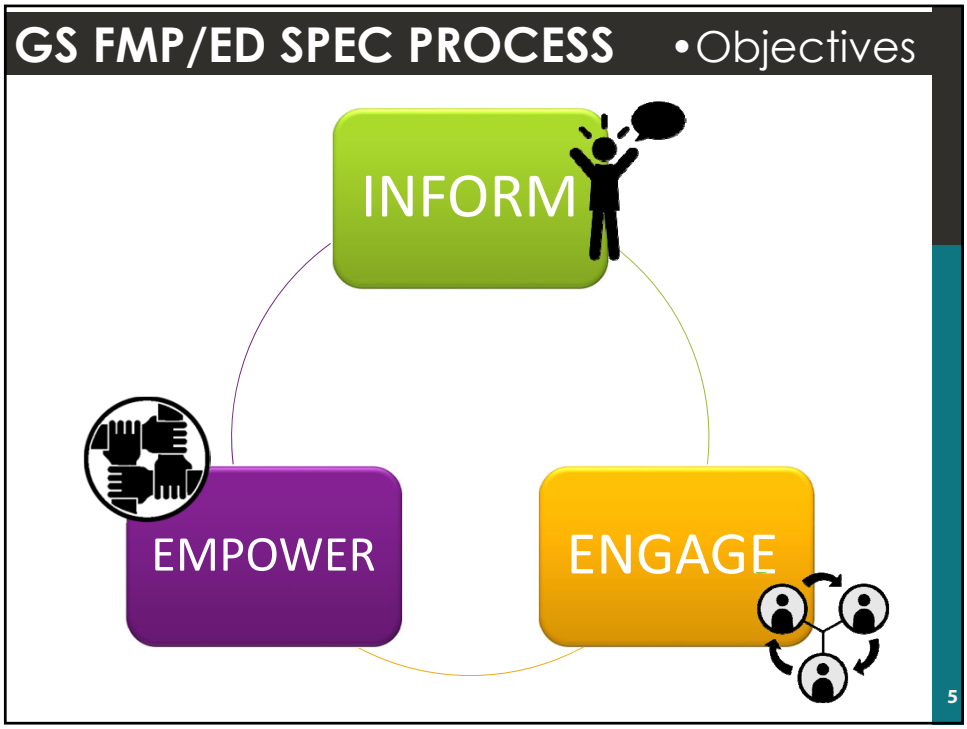
Student Success

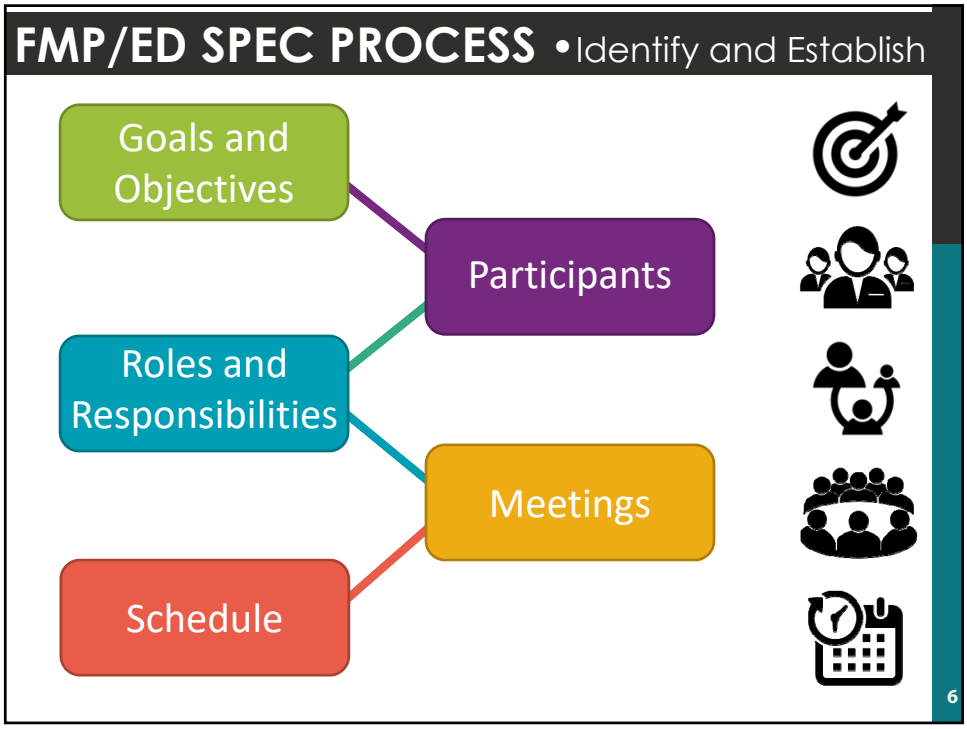
3

South Valley Preparatory School 2019

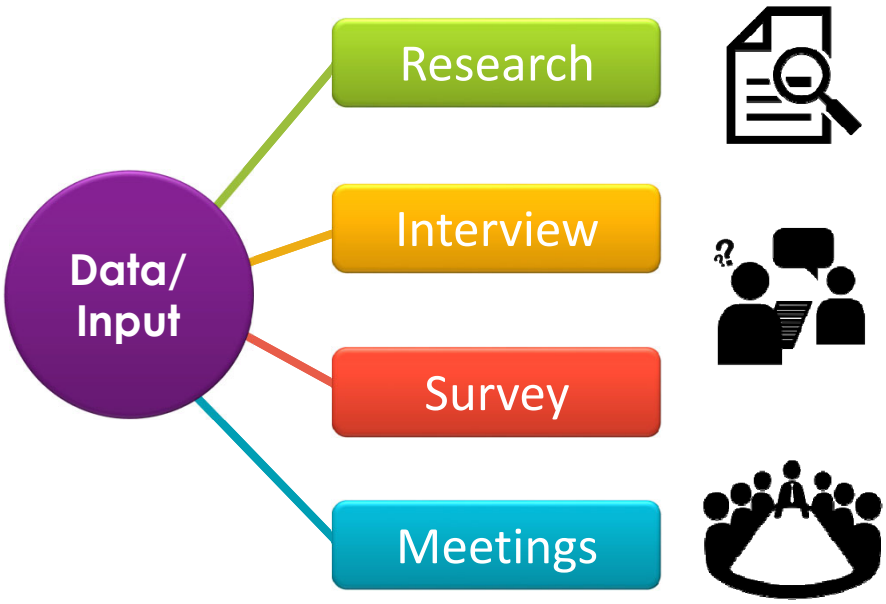
Mission *The mission of South Valley Preparatory School is to provide a small, safe and unique family learning community where students are prepared for high school and beyond.*

Vision


GS FMP/ED SPEC PROCESS •Objectives
INFORM
EMPOWER
ENGAGE
5


FMP/ED SPEC PROCESS •Identify and Establish
Goals and Objectives
Participants
Roles and Responsibilities
Meetings
Schedule
6

FMP/ED SPEC PROCESS •Data Sources



7

FMP/ED SPEC PROCESS •Committees

FMP/ED Spec Core Committee

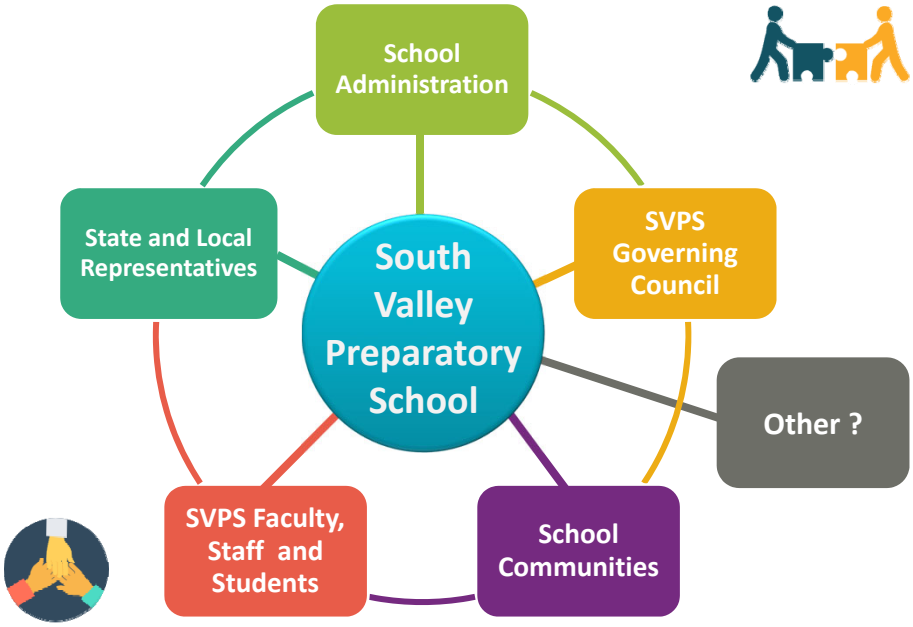
Who:
District Administration, staff, parents

FMP/ED Spec Parent Committee

Who:
Parent / Community members

8

FMP/ED SPEC PARTNERSHIPS



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FMP/ED SPEC PARTNERSHIPS • PSFA STANDARDS

Requirements:

- ✓ Facilities Master Plan Checklist
- ✓ Enrollment
- ✓ Facility Utilization

District Issues, Concerns & Needs:

- ✓ Life Health Safety
- ✓ Technology
- ✓ Preventive Maintenance
- ✓ Efficient / Effective Use of Square Footage

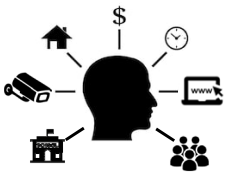
10

FMP/ED SPEC GOALS AND OBJECTIVES

- Develop educational program spaces for 210 students including:
  - Health & Wellness
  - Outdoor Learning Spaces
- Expand Community School Services Program for:
  - Parents
  - Students
  - Community
  - Neighbors-San Jose
- Increase School Partnerships

11

FMP/ED SPEC ISSUES, CONCERNS, NEEDS



Funding:

Security: Drop-off/pick-up; fencing

Technology:

Enrollment: Increasing from 156 to 210

Facility Size & Condition: A/C units; roof; limited restrooms

Community: More students are from local area

12

FMP SCHEDULE

October 9	Strategic Plan / FAD Review
November 21	Governing Council / Community Review
December 4	Parent Committee Meeting
	FMP Core Committee Meeting
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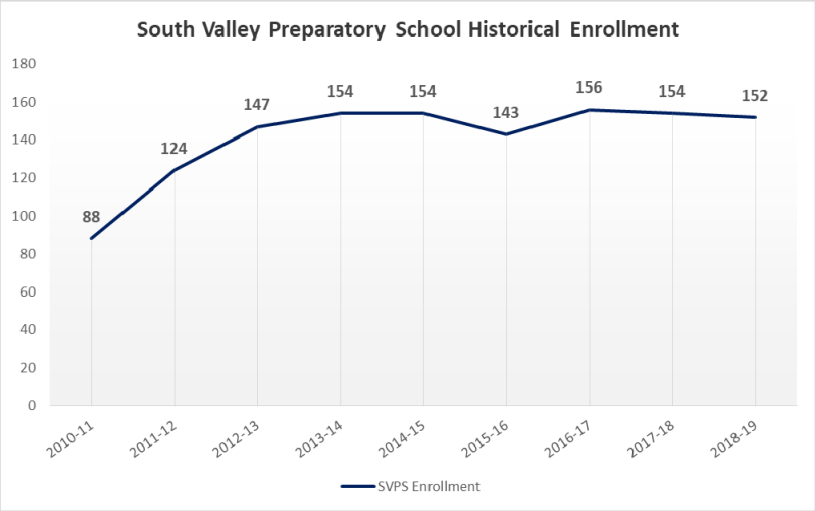
BACKGROUND INFORMATION

BACKGROUND •Enrollment



Source: PED 40th Day Count

2018-19 SVPS Charter Capacity: 156
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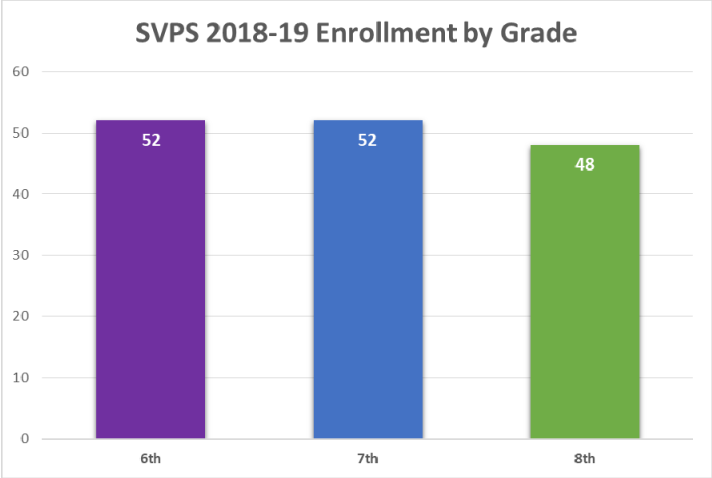
15

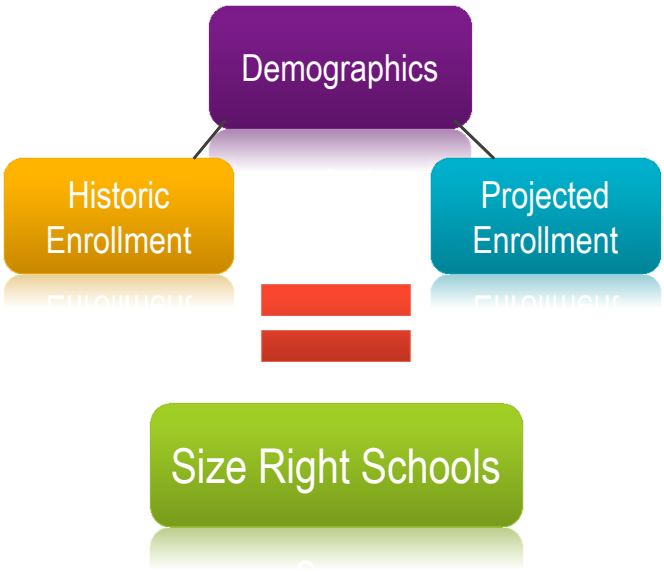
BACKGROUND •Enrollment by Level



Source: PED 40th Day Count

16

BACKGROUND •Capacity Studies



17

BACKGROUND •Capacity Studies

NMAS Recommended Square Footage

School	2018-19 Enrollment	NMAS CURRENT Rcmd SF/Student	NMAS Rcmd Facility SF	PSFA's Facility SF (Permanent)	PSFA's Facility SF (w/Portables)	Ratio of Existing SF to Rcmd SF	NMAS Capacity based on Existing SF/Student
South Valley Preparatory School	152	214	32,477	21,045	21,045	65%	46
SCHOOL TOTALS:	**152**		**32,477**	**21,045**	**21,045**	**65%**	**46**

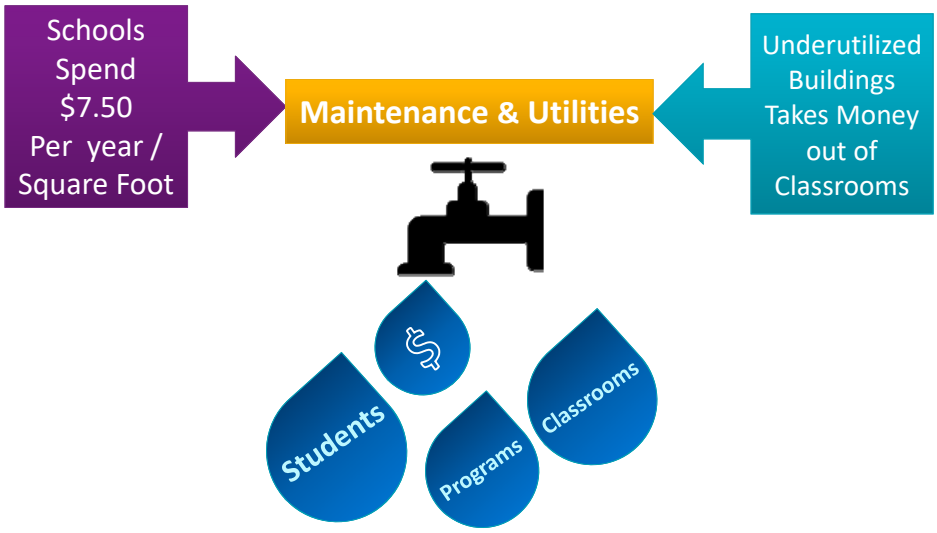
SVPS is 11,432 sq.ft. **UNDER** NMAS recommended square footage for 152 students.

School	Grades	2020-21 Enrollment	NMAS Rcmd Facility SF	PSFA's Facility SF (w/ Portables)	Difference
South Valley Preparatory School	6-8	210	33,781	21,045	-12,736
		210	**33,781**	**21,045**	**-12,736**

SVPS will be 12,736 sq.ft. **UNDER** NMAS recommended square footage with 210 students

18

PSCOC and PSFA STUDY FINDINGS



BACKGROUND

•2019-20 FAD

SVPS PSFA Facilities Assessment Database (FAD)

School	2019-20 Rank	Weighted NMCI
South Valley Preparatory School 144	174	32.06%

2019-20 **State Share** of an approved project: 45%
School Share of an approved project: 55%

2023-24 **State Share** of an approved project: 12%
School Share of an approved project: 88%

20

BACKGROUND • PSCOC Systems Based Funding

FAD SYSTEM	LIFE SPAN
BUILDING:	
Air / Ventilation Equipment	20
Ceiling Finishes	30
Communications / Security	15
Exterior Walls	100
Exterior Windows and Doors	30
Fire Detection / Alarm	15
Fire Sprinkler	50
Floor Finishes	12
Foundation / Slab / Structure	100
HVAC	30

21

BACKGROUND • PSCOC Systems Based Funding

FAD SYSTEM	LIFE SPAN
BUILDING:	
Institutional Equipment	30
Interior Doors, Partitions, Stairs, Elevator	50
Interior Walls	60
Lighting / Branch Circuits	30
Main Power / Emergency	30
Other Electrical Systems	20
Other Equipment	60
Plumbing	30
Roof	20
Technology	10
Wall Finishes	12

22

BACKGROUND •PSCOC Systems Based Funding

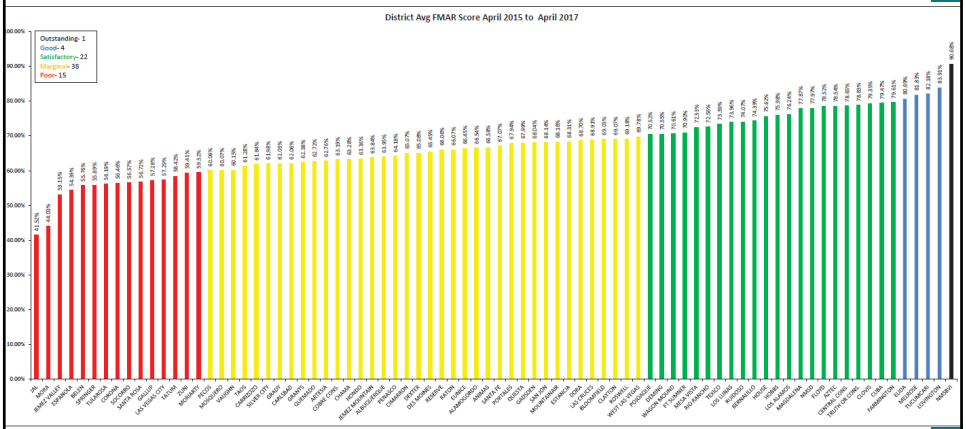
SITE:	
Athletic Fields	30
Fencing	100
Landscaping	30
Parking Lots	20
Playground Equipment	15
Site Lighting	40
Site Specialties	40
Site Utilities	50
Walkways	30

23

BACKGROUND •2019 FMAR

FACILITY MAINTENANCE ASSESSMENT REPORT (FMAR)

School	YEAR	Participation %
SVPS	2019	0%



24

BACKGROUND •2012-17 FMP Capital Projects

4.2.1 Capitalization Options for Permanent Facilities

South Valley Prep currently operates in a leased space with no options for expansion or growth. The school has established a non-profit organization to provide the most advantageous financial position in the purchase of a permanent facility. There are several options for the school to consider:

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Regardless of how permanent facilities are secured for this charter school, it is a goal of the school to remain as close as possible to their current location.The landlord has not made the existing school facility available for sale, but the school is in discussions with the landlord concerning additional acreage that may become available across Gun Club Road to the south. This option of "staying put" has no immediate schedule implications, but the school must still start the process of owning a campus to comply with state requirements. SVP has just begun their third school year, and as such, are in the very early stages of permanent campus site procurement. As more time passes, additional scenarios may develop from this preferred option, as follows:

- A small parcel across the street would initially be for sale, which would enable the school to consider building a gym facility. A gym facility would provide educational opportunities not currently available at the campus, but it would also serve as a revenue-generating resource when leased to outside community groups or athletic organizations.
- Adequate space for a complete new campus across the street would become available, and a new campus facility masterplanned and built with phased construction as physical and funding needs are matched. The classroom portables (owned by the school) that currently serve the majority of classroom needs could be easily relocated to a new campus.

25

BACKGROUND •2012-17 FMP Capital Projects

Option 2: Locate an existing facility that meets the needs of the school. COMPLETED

At this time the school takes every opportunity to look at facilities for sale that offer many of the features outlined in the Educational Specifications and this Master Plan. To date, no existing facilities have been judged to have enough required amenities to warrant serous consideration. SVP is commited to leaving this option open for the time being as talks and negotiations occur on Option No. 1. Schedule implications are unknown, but the ideal outcome would be to locate a fairly priced property in the right location that required little renovation prior to occupancy, and that the move to the new facility could occur over a summer break.

Option 3: Find a piece of property and build new. This option is the most costly and time consuming, requiring at least 2.5 years to implement. The financial costs could be a major eliminating factor for this option as well. The schedule may be anticipated as follows:

- Purchase Land Appraised at Fair Market Value: .....Month 1 and 2
- Select Design Team:.....Month 1 and 2
- Design and Construction Documents: .....Month 3 through 10
- Reviews, Pricing, Construction Contract Award:...Month 11 through 15
- Construction:.....Month 16 through 26
- Commission, Finalize, Move-In:.....Month 27 through 28

26

BACKGROUND •Capital Funding History

SVPS GOB **N/A**

SB-9: ?

HB-33: ?

Facility Legislation: $31,400

PSCOC / PSFA
Awards Since 2005:
$0

PSCOC / PSFA
Land Lease Assistance: $34,200
Leased Facilities: $0

27

FUTURE OF: •South Valley Preparatory

Keep

- Major Renovation
- Minor Renovations
- Building Systems Upgrades
- Additions

Replace

- Close
- Demo Any Portion

28

CAPITAL PLAN •Capital Projects

SVPS CAPITAL PROJECTS PER SCHOOL:

1. Reoccurring Facility Needs
   - Life-Health-Safety-Security-Code-ADA
   - Maintenance
   - Technology
2. Major Facility / Site System Renewal
3. Major Capital Projects
   - Major Renovation Projects
   - Facility Replacement Projects
   - New Construction
   - Facility Removal from Inventory

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AERIALS •South Valley Preparatory

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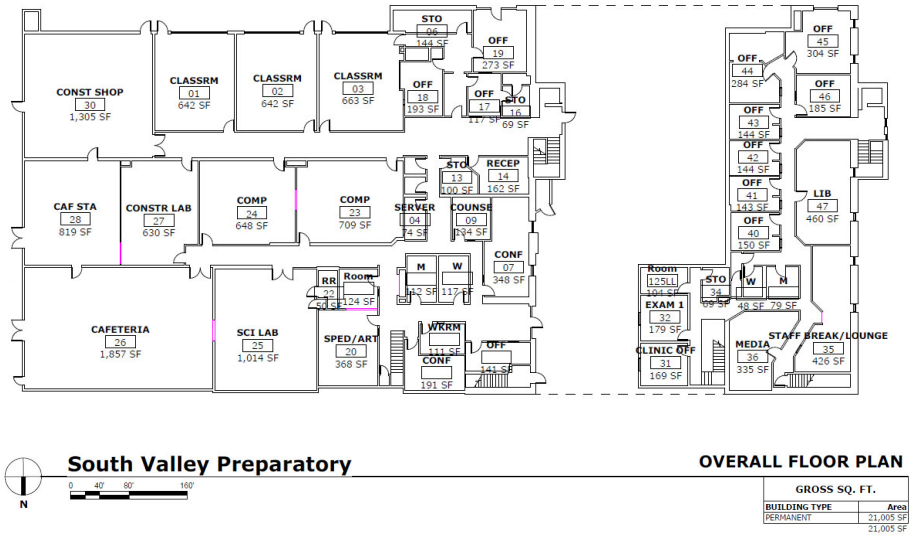
FLOOR PLAN •South Valley Preparatory



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Thank You

FOR

YOUR TIME

AND

INPUT

South Valley Preparatory School

FACILITIES MASTER PLAN/ EDUCATIONAL SPECIFICATION 2020-2024

December 4, 2019

Greer Stafford SJCF Architecture

ESTABLISHED 1987

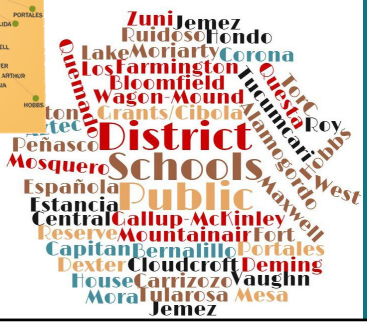
30+ years

Specialize in the design and planning of educational facilities.

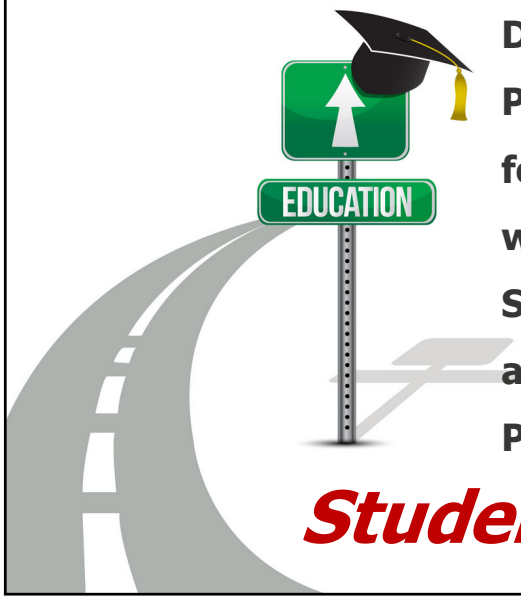
One Accredited Learning Environment Planner

Two UNM Masters Planners

40+ NM Districts



GS FMP/ED SPEC PURPOSE



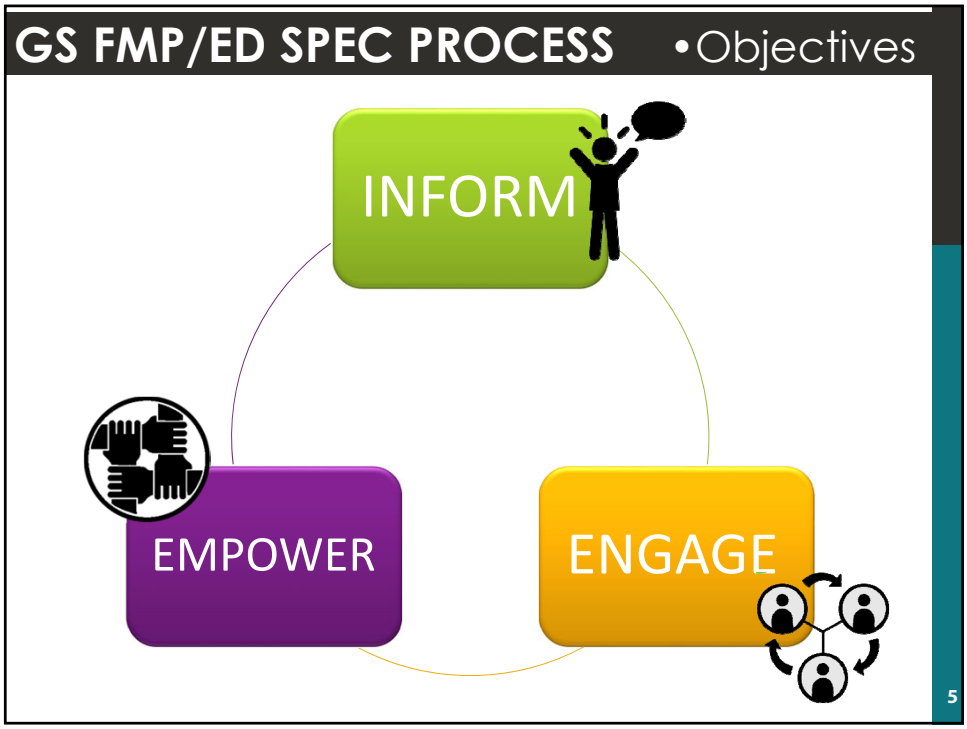
Develop a Plan / Road Map for school facilities which will support the School's Mission and Educational Program for

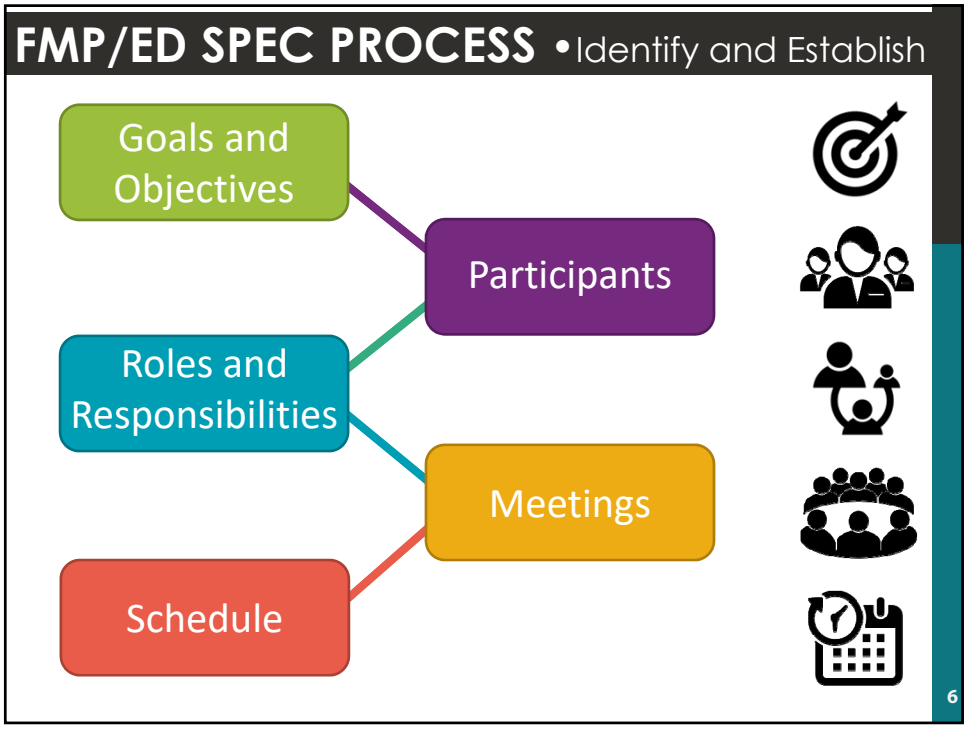
Student Success

3

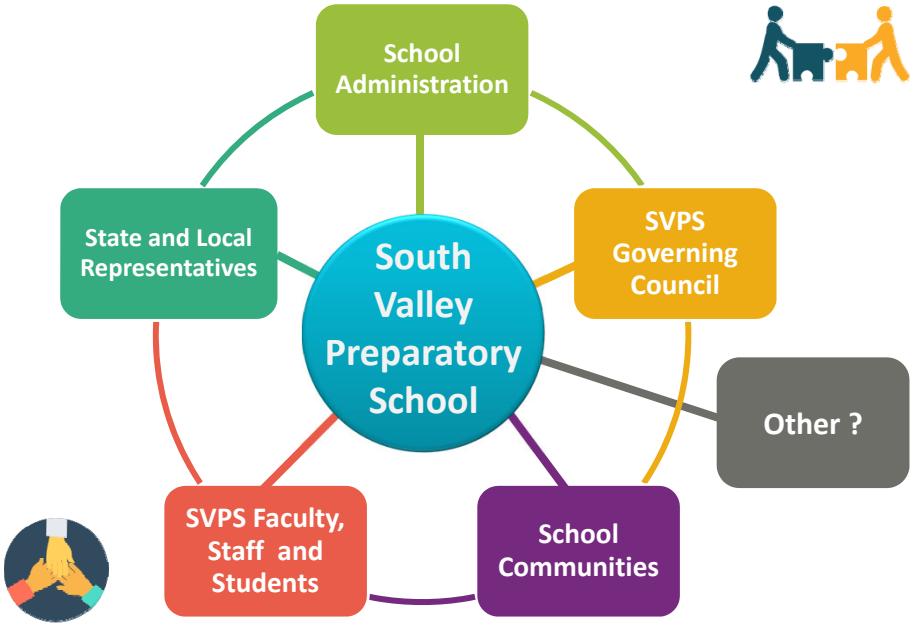
South Valley Preparatory School 2019

Mission *The mission of South Valley Preparatory School is to provide a small, safe and unique family learning community where students are prepared for high school and beyond.*


GS FMP/ED SPEC PROCESS •Objectives
INFORM
EMPOWER
ENGAGE
5


FMP/ED SPEC PROCESS •Identify and Establish
Goals and Objectives
Participants
Roles and Responsibilities
Meetings
Schedule
6

FMP/ED SPEC PARTNERSHIPS



7

FMP/ED SPEC PARTNERSHIPS • PSFA STANDARDS

Requirements:

- ✓ Facilities Master Plan Checklist
- ✓ Enrollment
- ✓ Facility Utilization

District Issues, Concerns & Needs:

- ✓ Life Health Safety
- ✓ Technology
- ✓ Preventive Maintenance
- ✓ Efficient / Effective Use of Square Footage

8

FMP/ED SPEC GOALS AND OBJECTIVES

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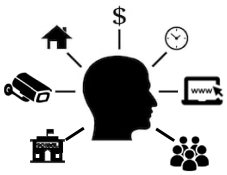
9

FMP/ED SPEC ISSUES, CONCERNS, NEEDS



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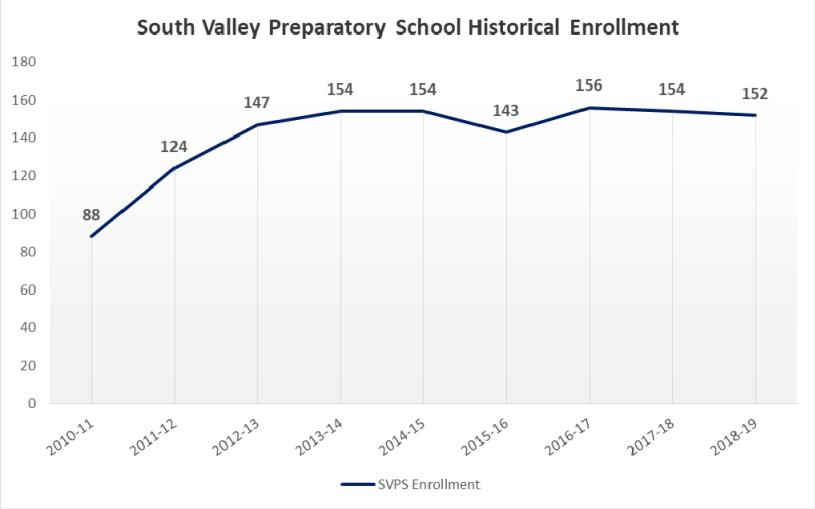
BACKGROUND INFORMATION

BACKGROUND •Enrollment



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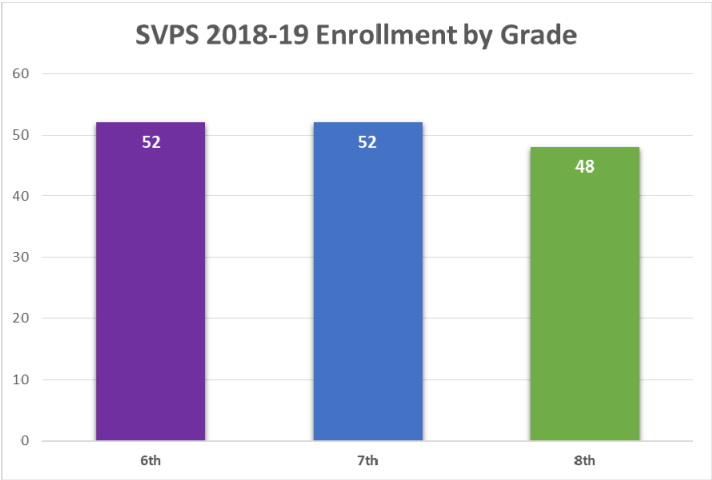
13

BACKGROUND •Enrollment by Level



Source: PED 40th Day Count

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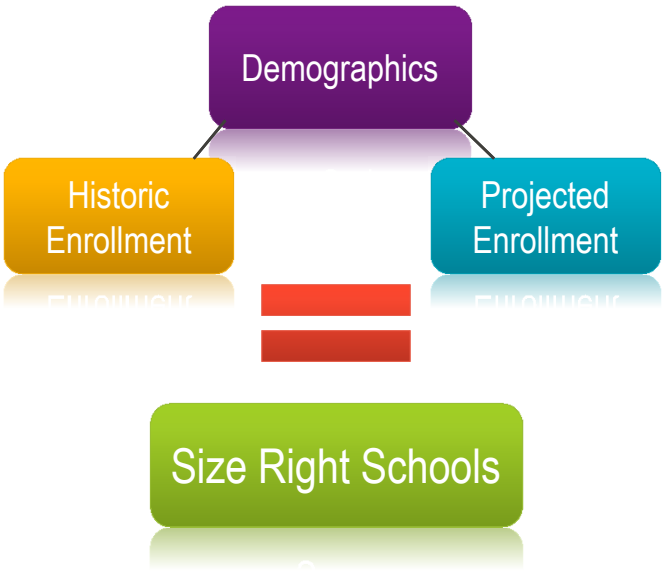
BACKGROUND •Capacity Studies



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BACKGROUND •Capacity Studies

NMAS Recommended Square Footage

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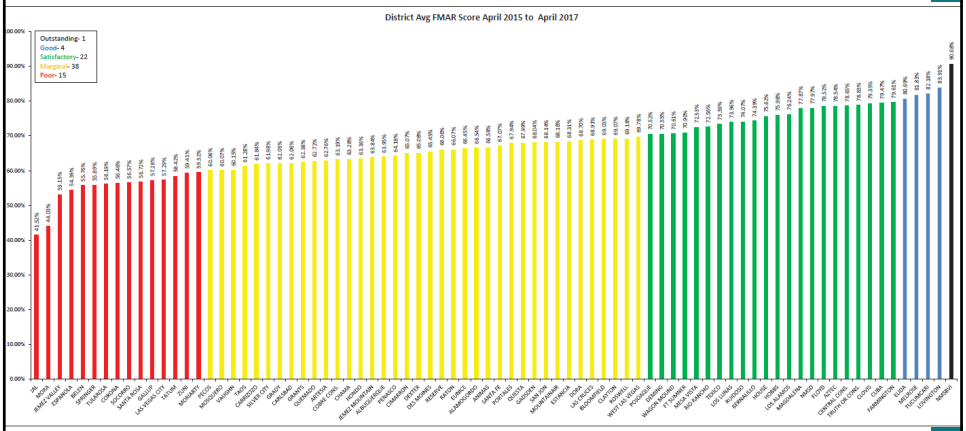

18

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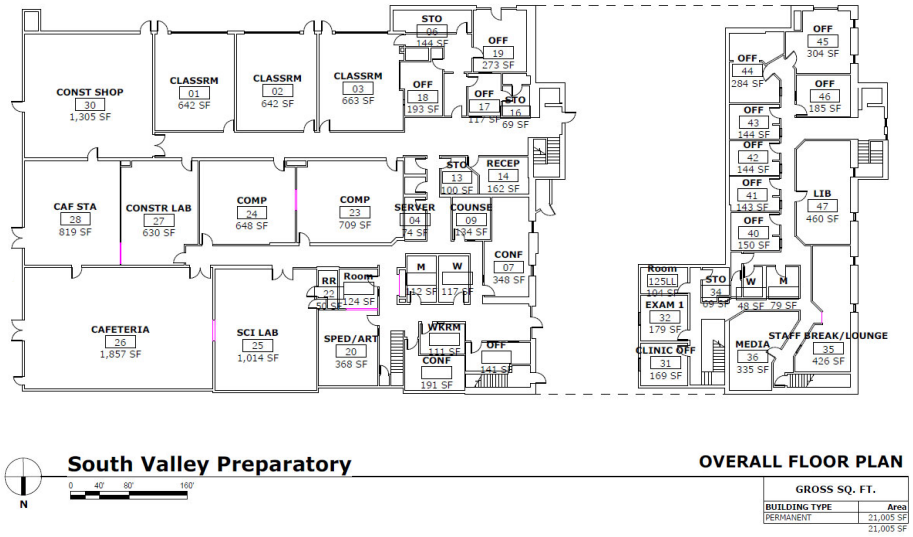
AERIALS •South Valley Preparatory

24

FLOOR PLAN •South Valley Preparatory



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Thank You

FOR

YOUR TIME

AND

INPUT

South Valley Preparatory School
2019 FMP/Ed Spec Strategic Meeting
Tuesday, April 7th, 2020 1:00pm Virtual

Last Name	*First name*	*Department*	*Email Address*	*Phone Number*	*Signature*
Alderete-Trujillo	**Charlotte**	Executive Director	charlotte.trujillo@southvalleypre	505-222-5642	
Martinez	**Alfred**	Business Manager	al.martinez@southvalleyprep.or	505-222-5642	
Blea	**Ramona**	Office Manager	ramona.blea@southvalleyprep.	505-222-5642	
Chavez	**Nick**	Community Member			
Munsey	**Jamie**	Assistant Principal	jamie.munsey@southvalleyprep	505-222-5642	
Sulliman	**Jimmy**	Community member			
Frietze	**Bernadette**	Board Chair	bernadette@markarmijo.com		
Strube	**Marilyn**	GSArchitecture	mstrube@greer-stafford.com	505-250-4314	
Ochoa	**Gabriela**	GSArchitecture	gochoa@greer-stafford.com	505-821-0235	
Lituma	**Pablo**	GSArchitecture	plituma@greer-stafford.com	505-821-0235	

South Valley Preparatory School

FACILITIES MASTER PLAN/ EDUCATIONAL SPECIFICATION 2020-2024

April 7, 2020

GS ARCHITECTURE

FMP/ED SPEC GOALS AND OBJECTIVES

- Develop educational program spaces for 210 students including:
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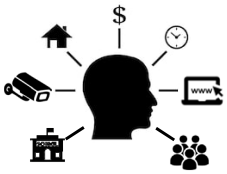
FMP/ED SPEC ISSUES, CONCERNS, NEEDS



Funding:

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	FMP Core Committee Meeting
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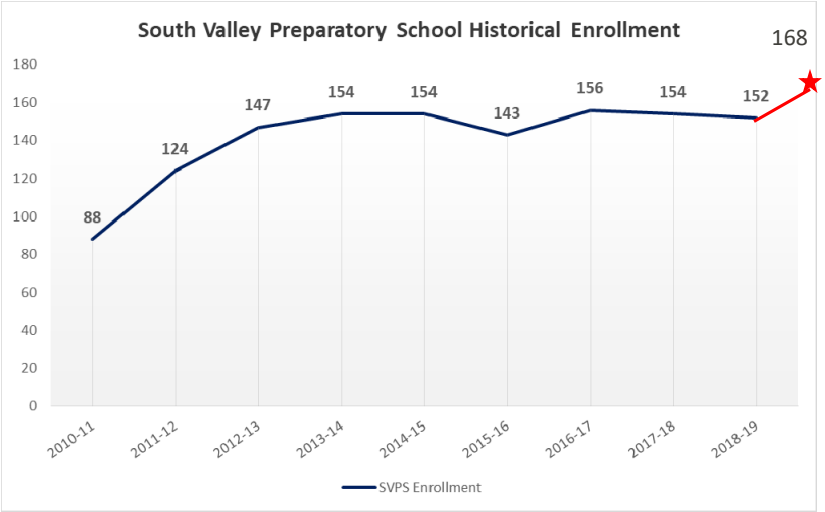
	Governing Council / Community Review

4

BACKGROUND INFORMATION

BACKGROUND

• Enrollment



Source: PED 40th Day Count

2019-20 SVPS Charter Capacity: 168
2020-21 SVPS Charter Capacity: 210

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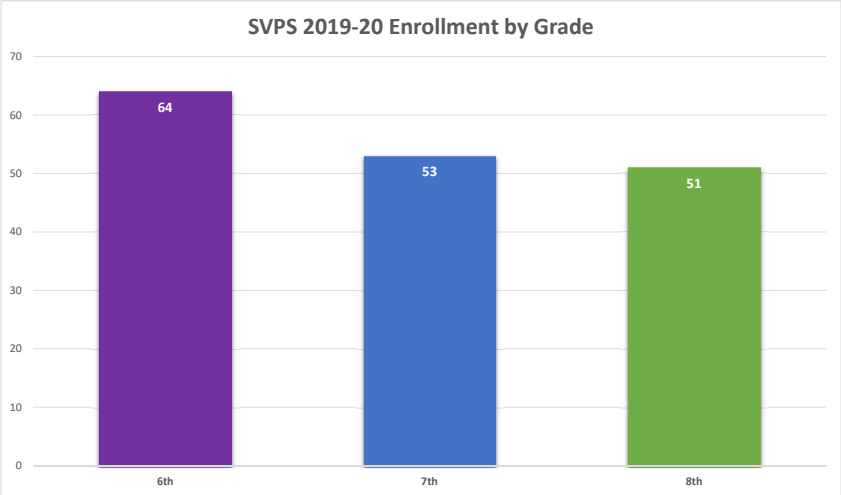
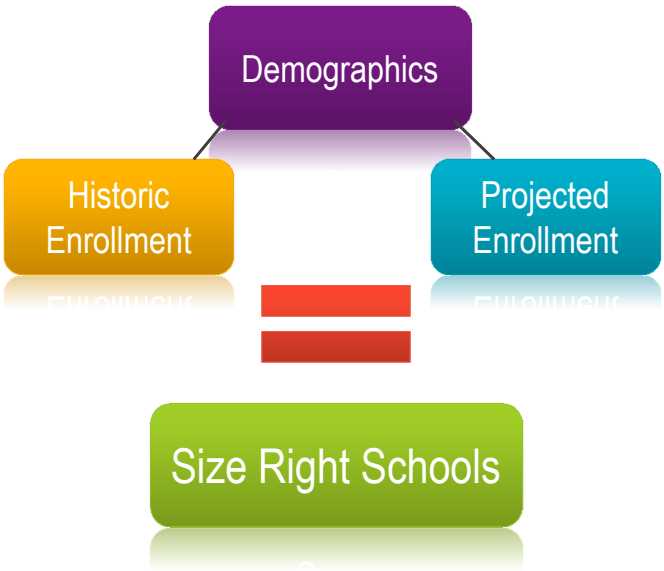
BACKGROUND •Enrollment by Level



Source: PED 40th Day Count

7

BACKGROUND •Capacity Studies



8

BACKGROUND •Capacity Studies

NMAS Recommended Square Footage

School	2019-20 Enrollment	NMAS CURRENT Rcmd SF/Student	NMAS Rcmd Facility SF	Actual Facility SF (Permanent)	Actual Facility SF (w/Portables)	Ratio of Existing SF to Rcmd SF	NMAS Capacity based on Existing SF/Student
South Valley Preparatory School	168	199	33,500	21,005	21,005	63%	36
SCHOOL TOTALS:	**168**		**33,500**	**21,005**	**21,005**	**63%**	**36**

Comparison of existing ASE facilities to PSFA recommended square footage and capacity based on permanent and portable square footage

SVPS is 12,495 sq.ft. **UNDER** NMAS recommended square footage for 168 students.

School	Grades	2019-20 Enrollment	NMAS Rcmd Facility SF	Actual Facility SF (w/Portables)	Difference
South Valley Preparatory School	6-8	168	33,500	21,005	-12,495
SCHOOL TOTALS:		**168**	**33,500**	**21,005**	**-12,495**

These capacities are based upon square foot per student and include portables.

SVPS will be 12,776 sq.ft. **UNDER** NMAS recommended square footage with 210 students

9

BACKGROUND •Utilization Studies

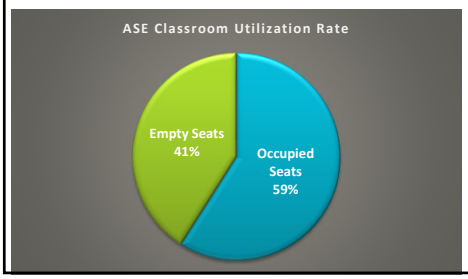
Instructional Space Capacity

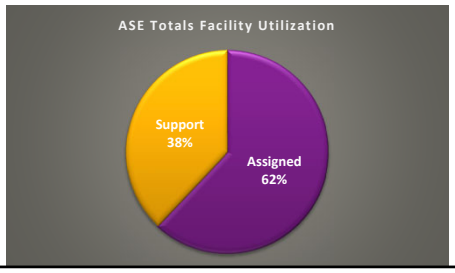
School	2019-20 Enrollment	Maximum Facility Capacity w/Portables	Functional Facility Capacity w/Portables	Instructional Space Capacity w/ Portables @ 67%	NMAS Capacity based on Existing SF/Student
South Valley Preparatory School	168	266	266	178	36
SCHOOL TOTALS:	**168**	**266**	**266**	**178**	**36**

These capacities are based upon the number of classrooms in the school

Utilization of Spaces

School	Grades	2019-20 Enrollment	Existing # of Classrooms w/Portables	Classroom Utilization Rate	Facility Utilization Rate
South Valley Preparatory School	6-8	168	12	59%	70%
SCHOOL TOTALS:		**168**	**12**	**59%**	**70%**





10

BACKGROUND •2020-21 FAD

SVPS PSFA Facilities Assessment Database (FAD)

School	2019-20 Rank	2020-21 Rank2	Weighted NMCI
South Valley Preparatory School	174	154	33.08%

2019-20 **State Share** of an approved project: 45%
School Share of an approved project: 55%

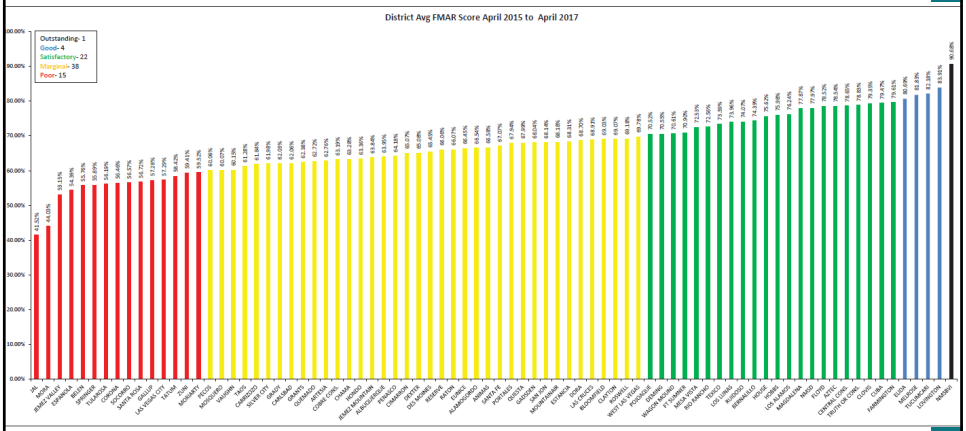
2023-24 **State Share** of an approved project: 12%
School Share of an approved project: 88%

11

BACKGROUND •2019 FMAR

FACILITY MAINTENANCE ASSESSMENT REPORT (FMAR)

School	YEAR	Participation %
SVPS	2019	0%



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BACKGROUND •2012-17 FMP Capital Projects

4.2.1 Capitalization Options for Permanent Facilities

South Valley Prep currently operates in a leased space with no options for expansion or growth. The school has established a non-profit organization to provide the most advantageous financial position in the purchase of a permanent facility. There are several options for the school to consider:

Option 1: Remain at the current location for the foreseeable future.

Regardless of how permanent facilities are secured for this charter school, it is a goal of the school to remain as close as possible to their current location.The landlord has not made the existing school facility available for sale, but the school is in discussions with the landlord concerning additional acreage that may become available across Gun Club Road to the south. This option of "staying put" has no immediate schedule implications, but the school must still start the process of owning a campus to comply with state requirements. SVP has just begun their third school year, and as such, are in the very early stages of permanent campus site procurement. As more time passes, additional scenarios may develop from this preferred option, as follows:

- A small parcel across the street would initially be for sale, which would enable the school to consider building a gym facility. A gym facility would provide educational opportunities not currently available at the campus, but it would also serve as a revenue-generating resource when leased to outside community groups or athletic organizations.
- Adequate space for a complete new campus across the street would become available, and a new campus facility masterplanned and built with phased construction as physical and funding needs are matched. The classroom portables (owned by the school) that currently serve the majority of classroom needs could be easily relocated to a new campus.

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BACKGROUND •2012-17 FMP Capital Projects

Option 2: Locate an existing facility that meets the needs of the school. COMPLETED

At this time the school takes every opportunity to look at facilities for sale that offer many of the features outlined in the Educational Specifications and this Master Plan. To date, no existing facilities have been judged to have enough required amenities to warrant serous consideration. SVP is commited to leaving this option open for the time being as talks and negotiations occur on Option No. 1. Schedule implications are unknown, but the ideal outcome would be to locate a fairly priced property in the right location that required little renovation prior to occupancy, and that the move to the new facility could occur over a summer break.

Option 3: Find a piece of property and build new. This option is the most costly and time consuming, requiring at least 2.5 years to implement. The financial costs could be a major eliminating factor for this option as well. The schedule may be anticipated as follows:

- Purchase Land Appraised at Fair Market Value: .....Month 1 and 2
- Select Design Team:.....Month 1 and 2
- Design and Construction Documents: .....Month 3 through 10
- Reviews, Pricing, Construction Contract Award:...Month 11 through 15
- Construction:.....Month 16 through 26
- Commission, Finalize, Move-In:.....Month 27 through 28

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BACKGROUND • Capital Funding History

SVPS GOB: **N/A**
SB-9: **$50,720**
HB-33: **$102,743**
Facility Legislation: **$31,400?**

PSCOC / PSFA
Awards Since 2005:
$12,925

PSCOC / PSFA
Land Lease Assistance: **$17,100**
Leased Facilities: **$0**
Offset: $37,986
Pending Legislative Appropriation:
$235,000

15

FUTURE OF: • South Valley Preparatory

Keep

- Major Renovation
- Minor Renovations
- Building Systems Upgrades
- Additions

Replace

- Close
- Demo Any Portion

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CAPITAL PLAN •Capital Projects

SVPS CAPITAL PROJECTS PER SCHOOL:

1. Recurring Facility Needs
   - Life-Health-Safety-Security-Code-ADA
   - Maintenance
   - Technology
2. Major Facility / Site System Renewal
3. Major Capital Projects
   - Major Renovation Projects
   - Facility Replacement Projects
   - New Construction
   - Facility Removal from Inventory

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AERIALS •South Valley Preparatory

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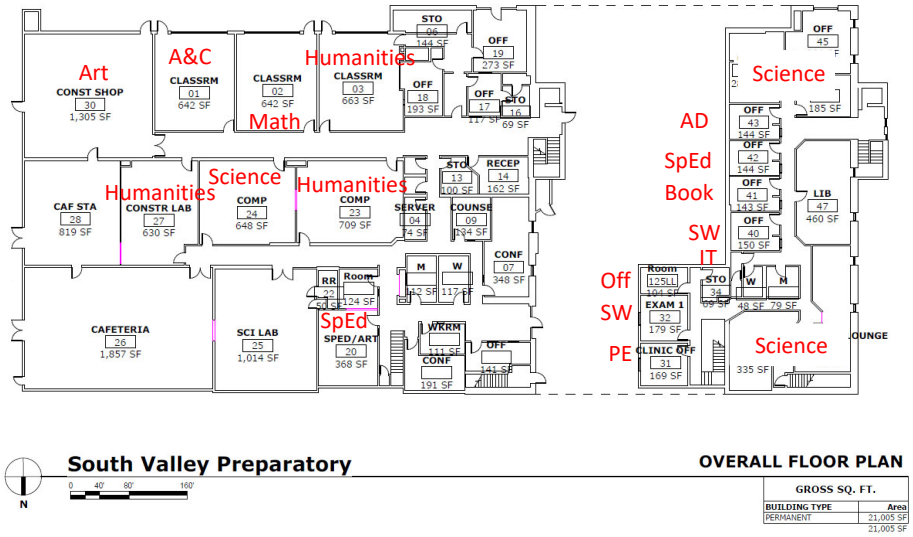
FLOOR PLAN •South Valley Preparatory



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PARENT INPUT •South Valley Preparatory

1. Security
   - Parking and Pick up safety
   - Security Cameras with audio
   - Anything for safety and security
   - Safety corridors
   - Security guard(s)
2. Extracurricular / Community Activities
   - Softball or baseball team
   - Cheer or dance team
   - Music; ballet; folkloric team
3. 21st Century Best Practices
   - Outdoor classroom learning
   - Eliminate books: teacher based curriculum
   - 4 day week classes

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PARENT INPUT •South Valley Preparatory

4. Technology
   - Students adapt to new technologies
   - Smart board/activity board in every calssroom
   - Improved WiFi
   - Student printers
   - Tech focused room for STEM
   - Individual chrome books
5. Site and Facility Condition
   - More space; lockers; wider hallways
   - Fine art wing
   - Upgrade landscapes
   - Increase restrooms
   - Upgrade parking lot/asphalt
   - Roof repair
   - Heating and air upgrade
   - Create Gym

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PARENT INPUT •South Valley Preparatory

6. Other
   - Connect/network with other cultural pedagogy, curriculum schools and movements
   - No dress code

22

FACILITY NEEDS •South Valley Preparatory

1. Recurring Facility Needs
   - Life-Health-Safety-Security-Code-ADA
     - Upgrade perimeter fencing
     - Parent drop-off/pick-up
     - Install ADA Signage
   - Maintenance
   - Technology
2. Major Facility / Site System Renewal
   - Update HVAC units
   - Replace/Repair roof(s)
   - Upgrade parking lots/asphalt areas
   - Upgrade Library furniture

23

FACILITY NEEDS •South Valley Preparatory

3. Major Capital Projects
   - Install fire sprinkler system
   - Install additional restrooms
   - Install/upgrade outdoor learning space(s)
   - Create Pre-K program
   - Stand Alone Gym
   - Additional Classroom Space
   - Create outdoor PE/Recess area: grass field and basketball court(s)

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Thank You

FOR

YOUR TIME

AND

INPUT

South Valley Preparatory School
2019 FMP/Ed Spec Strategic Meeting
Monday, May 18th, 2020 1:30pm Virtual

Last Name	*First name*	*Department*	*Email Address*	*Phone Number*	*Signature*
Alderete-Trujillo	**Charlotte**	Executive Director	charlotte.trujillo@southvalleypre	505-222-5642	
Martinez	**Alfred**	Business Manager	al.martinez@southvalleyprep.or	505-222-5642	
Blea	**Ramona**	Office Manager	ramona.blea@southvalleyrpep.	505-222-5642	
Munsey	**Jamie**	Assistant Principal	jamie.munsey@southvalleyprep	505-222-5642	
Frietze	**Bernadette**	Board Chair	bernadette@markarmijo.com		
Strube	**Marilyn**	GSArchitecture	mstrube@greer-stafford.com	505-250-4314	
Ochoa	**Gabriella**	GSArchitecture	gochoa@greer-stafford.com	505-821-0235	
Lituma	**Pablo**	GSArchitecture	plituma@greer-stafford.com	505-821-0235	

South Valley Preparatory School

FACILITIES MASTER PLAN/ EDUCATIONAL SPECIFICATION 2020-2024

May 18, 2020

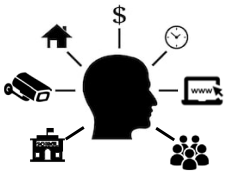
GS ARCHITECTURE

FMP/ED SPEC GOALS AND OBJECTIVES

- Develop educational program spaces for 210 students including:
  - Health & Wellness
  - Outdoor Learning Spaces
- Expand Community School Services Program for:
  - Parents
  - Students
  - Community
  - Neighbors-San Jose
  - Pre-K
- Increase School Partnerships

2

FMP/ED SPEC ISSUES, CONCERNS, NEEDS



Funding:

Security: Drop-off/pick-up; fencing

Technology: School has funding available to update technology and infrastructure; technology is constantly changing and needs to be updated

Enrollment: Increasing from 168 to 210

Facility Size & Condition: A/C units; roof; limited restrooms; sprinkler system

Community: More students are from local area

3

FMP SCHEDULE

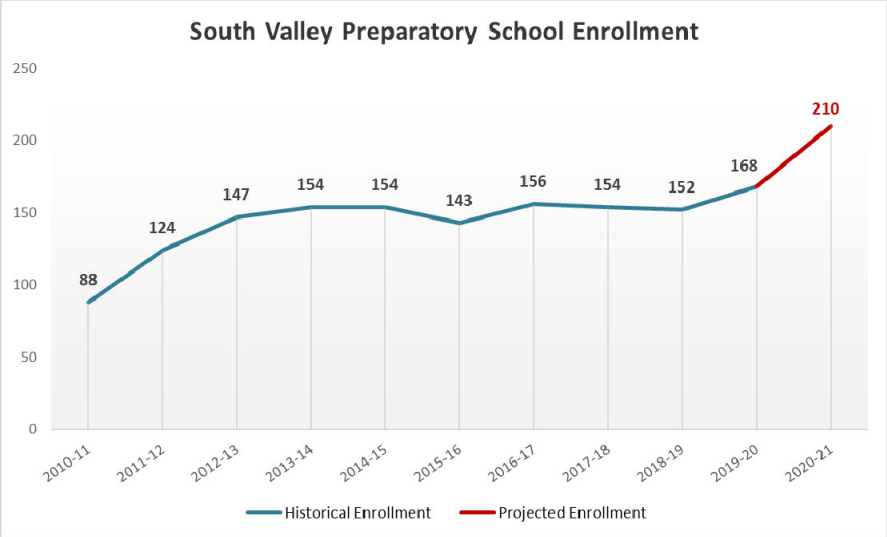
October 9	Strategic Plan / FAD Review
November 21	Governing Council / Community Review
December 4	Parent Committee Meeting
April 7	FMP Core Committee Meeting
May 18	FMP Core Committee Meeting
	FMP Core Committee Meeting
	FMP Core Committee Meeting
	Governing Council / Community Review

4

BACKGROUND INFORMATION

BACKGROUND

• Enrollment

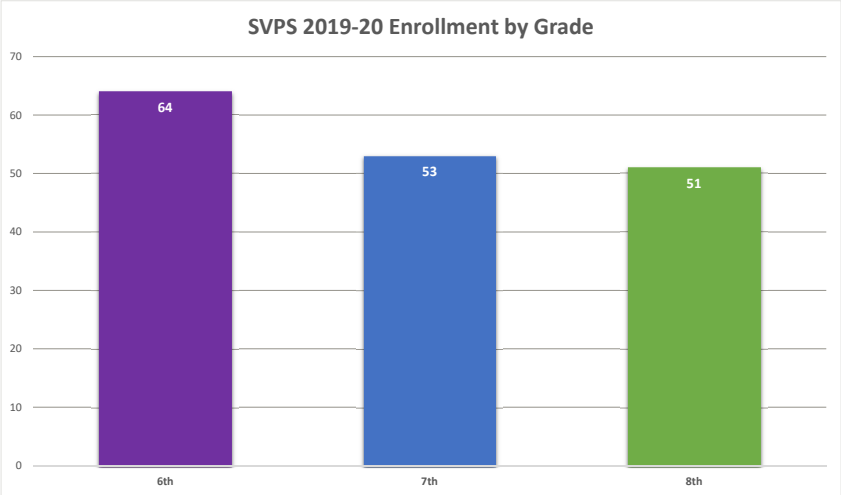


Source: PED 40th Day Count

2019-20 SVPS Charter Capacity: 168
2020-21 SVPS Charter Capacity: 210

6

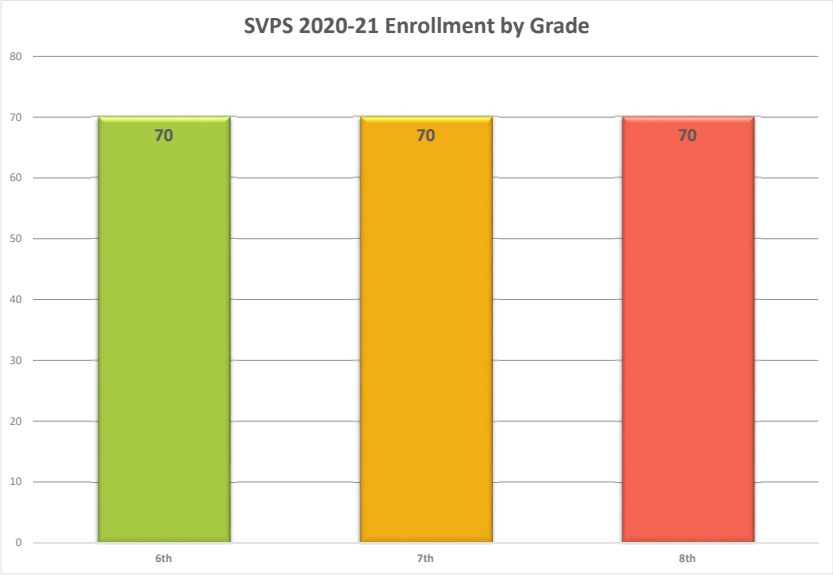
BACKGROUND • Enrollment by Level



Source: PED 40th Day Count

7

BACKGROUND • Enrollment by Level



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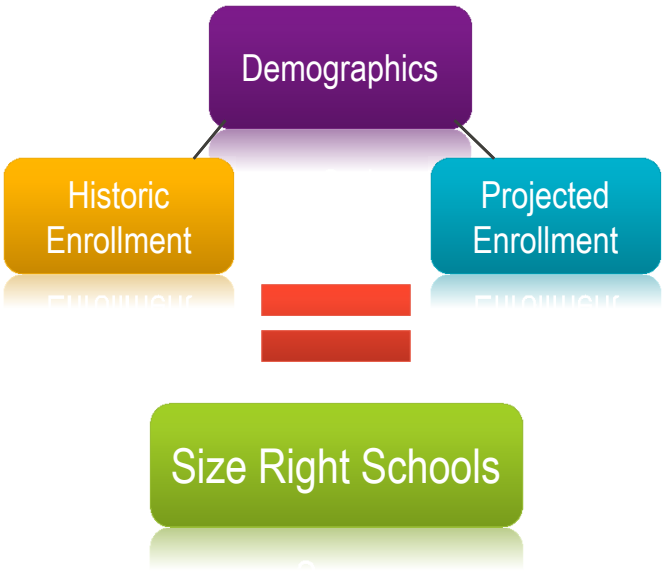
BACKGROUND •Capacity Studies



9

BACKGROUND •Capacity Studies

NMAS Recommended Square Footage

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SCHOOL TOTALS:	**168**		**33,500**	**21,005**	**21,005**	**63%**	**36**

Comparison of existing ASE facilities to PSFA recommended square footage and capacity based on permanent and portable square footage

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SCHOOL TOTALS:		**168**	**33,500**	**21,005**	**-12,495**

These capacities are based upon square foot per student and include portables.

SVPS will be 12,776 sq.ft. **UNDER** NMAS recommended square footage with 210 students

10

BACKGROUND •Utilization Studies

Instructional Space Capacity

School	Enrollment	Maximum Facility Capacity w/Portables	Functional Facility Capacity w/Portables	Instructional Space Capacity w/ Portables @ 67%	NMAS Capacity based on Existing SF/Student
South Valley Prep: 168 Students	168	237	237	159	46
South Valley Prep: 210 Students	210	258	258	173	46

These capacities are based upon the number of classrooms in the school

Utilization of Spaces

School	Grades	Enrollment	Existing # of Classrooms w/Portables	Classroom Utilization Rate	Facility Utilization Rate
South Valley Prep: 168 Students	6-8	168	11	56%	70%
South Valley Prep: 210 Students	6-8	168	11	70%	85%

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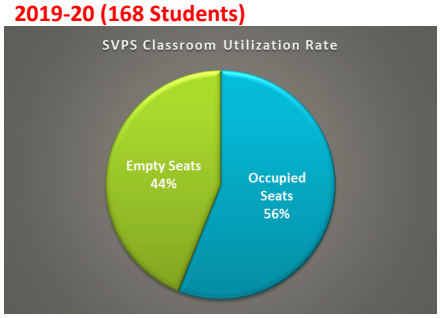
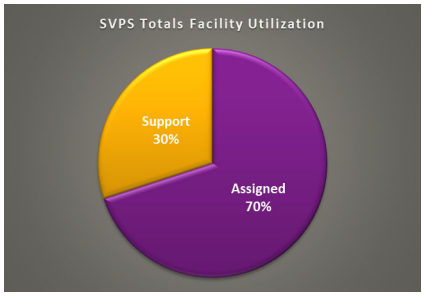
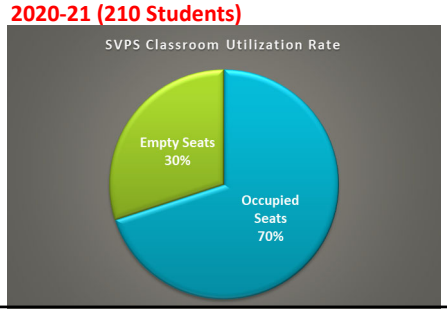
BACKGROUND •Utilization Studies

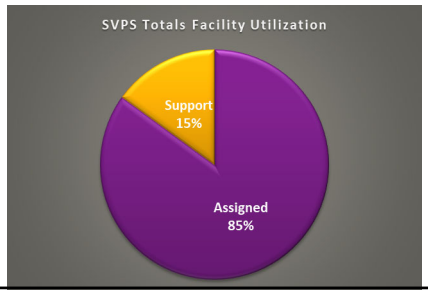
2019-20 (168 Students)





2020-21 (210 Students)





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BACKGROUND •Space Summary

	2019-20	2020-21
School, School District: South Valley Preparatory Charter School		
Insert Award Language:	64 6th Grade	70 6th Grade
Approved Design Capacity:	53 7th Grade	70 7th Grade
Allowed Gross Square Footage per Appendix A of the PSFA A	51 8th Grade	70 8th Grade
	168 6th - 8th Grades	210 6th - 8th Grades

Existing Space to Remain/To Be Reno
New Space
Space to Be Demolished
Please refer to the notes below for a description of each column

PROGRAM OF SPACES BASED ON EDUCATIONAL SPECIFICATIONS

RM #	Room Description	# of Existing Spaces Provided	Maximum # of Students Served per Existing Space	# of Existing Students Served per Space	Project Total Existing NSF per Space	NSF per Student per Space	NM A.S. Min. NSF per Space / Area	NSF Above / below Min. NM A.S. per Space / Area	100% School Funded NSF	Total NSF per Space / Area	SubTotal of Area
1	A&C	1	23	23	642	28	810	-168	642	642	
2	Math	1	23	23	642	28	810	-168	642	642	
3	Humanities	1	24	24	663	28	810	-147	663	663	
23	Humanities	1	25	25	702	28	810	-108	702	702	
24	Science	1	23	23	642	28	810	-168	642	642	
27	Humanities	1	22	22	625	28	810	-185	625	625	
45	Science	1	28	27	858	31	810	48	858	858	
36	Science	1	24	24	675	28	810	-135	675	675	
GENERAL USE CLRMS:		8	192	191	5,449		6,480	-1,031	5,449	5,449	5,449
20	Special Education	1	13	13	368	0	450	-82	368	368	
42	Special Education	1	0	0	144	0	0	144	144	144	
SPECIAL ED CLRMS:		2	13	13	512		450	62	512	512	512

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BACKGROUND •Space Summary

PROGRAM OF SPACES BASED ON EDUCATIONAL SPECIFICATIONS

RM #	Room Description	# of Existing Spaces Provided	Maximum # of Students Served per Existing Space	# of Existing Students Served per Space	Project Total Existing NSF per Space	NSF per Student per Space	NM A.S. Min. NSF per Space / Area	NSF Above / below Min. NM A.S. per Space / Area	100% School Funded NSF	Total NSF per Space / Area	SubTotal of Area
30	Art	1	28	27	1,314	0	810	504	1,314	1,314	
	Art Stprage	0	0	0	0	0	60	-60	0	0	
	Art	0	0	0	0	0	96	-96	0	0	
25	Science Lab	1	28	27	1,014	0	810	204	1,014	1,014	
SPECIAL USE CLRMS:		2	56	54	2,328		1,776	552	2,328	2,328	2,328
	Gym	0	28	27	0	0	5,200	-5,200	0	0	
	Lockers	0			0	0	600	-600	0	0	
	Lockers	0			0	0	600	-600	0	0	
31	PE Office	1			169		300	-131	169	169	
PHYSICAL EDUCATION:		1	28	27	169		6,700	-6,531	169	169	169
46	Library	1			460		1,000	-540	460	460	
46	Library office/storage	0			0		200	-200	0	0	
LIBRARY/MEDIA CENTER:		1			460		1,200	-740	460	460	460
26	Cafeteria	1			1,857		1,050	807	1,857	1,857	
28	Cafeteria Kitchen	1			796		1,600	-804	796	796	
FOOD SERVICE:		2	0	0	2,653		2,650	3	2,653	2,653	2,653
	Parent Work Room	1			0		150	-150	0	0	
PARENT WORK ROOM:		1	0	0	0		150	-150	0	0	0

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BACKGROUND •Space Summary

19	Principal	1			273		315	-42	273	273	
14	Reception	1			162		150	12	162	162	
17	Office	1			117		0	117	117	117	
18	Office	1			193		0	193	193	193	
32	SW Office	1			179		0	179	179	179	
40	SW Office	1			150		0	150	150	150	
43	AD Office	1			144		0	144	144	144	
12	Conference	1			191	0	0	191	191	191	
7	Board Room	1			348	0	0	348	348	348	
125	Office	1			104		0	104	104	104	
10	Office	1			141		0	141	141	141	
ADMIN:		11	0	0	2,002		465	1,537	2,002	2,002	2,002
9	Counselor	1	0	0	134		210	-76	134	134	
HEALTH:		1	0	0	134		210	-76	134	134	134
35	Lounge	1			206	0	210	-4	206	206	
11	Workroom	1			111	0	0	111	111	111	
TEACHER WORKROOM/LOUNGE:		2	0	0	317		210	107	317	317	317

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BACKGROUND •Space Summary

PROGRAM OF SPACES BASED ON EDUCATIONAL SPECIFICATIONS

RM #	Room Description	# of Existing Spaces Provided	Maximum # of Students Served per Existing Space	# of Existing Students Served per Space	Project Total Existing NSF per Space	NSF per Student per Space	NM A.S. Min. NSF per Space / Area	NSF Above / below Min. NM A.S. per Space / Area	100% School Funded NSF	Total NSF per Space / Area	SubTotal of Area
34	IT Space	1			69		300	-231	69	69	
4	Server	1			74		120	-46	74	74	
IT DISTRIBUTION SPACE:		2	0	0	143		420	-277	143	143	143
6	Storage	1			144		210	-66	144	144	
13	Storage	1			100		0	100	100	100	
16	Storage	1			117		0	117	117	117	
8	Storage	1			124		0	124	124	124	
41	Book Storage	1	0	0	143		0	143	143	143	
GENERAL STORAGE:		5	0	0	628		210	418	628	628	628
	Corridors: 17%	1			3,571		5,081			3,571	
	Toilets: 3%	1			630		897			630	
	Mech, Electrical, Janitors Closets:2%	1			420		598			420	
	Walls: 8%	1			1,680		2,391			1,680	
TARE:		4			6,302		8,966			6,302	6,302
	TOTALS	38	289	285	14,795		20,921	-6,126	14,795	14,795	14,795
	TARE @ 30%	0			6,210		8,966	-2,625	6,210	6,210	
	TOTAL GSF	38	289	285	21,005	74	29,887	-8,751	21,005	21,005	
	NM A.S. Recommended SF: 168 x 199				33,500						
	NM A.S. Recommended SF: 210 x 161				33,781						

16

BACKGROUND •2020-21 FAD

SVPS PSFA Facilities Assessment Database (FAD)

School	2019-20 Rank	2020-21 Rank2	Weighted NMCI
South Valley Preparatory School	174	154	33.08%

2019-20 **State Share** of an approved project: 45%
School Share of an approved project: 55%

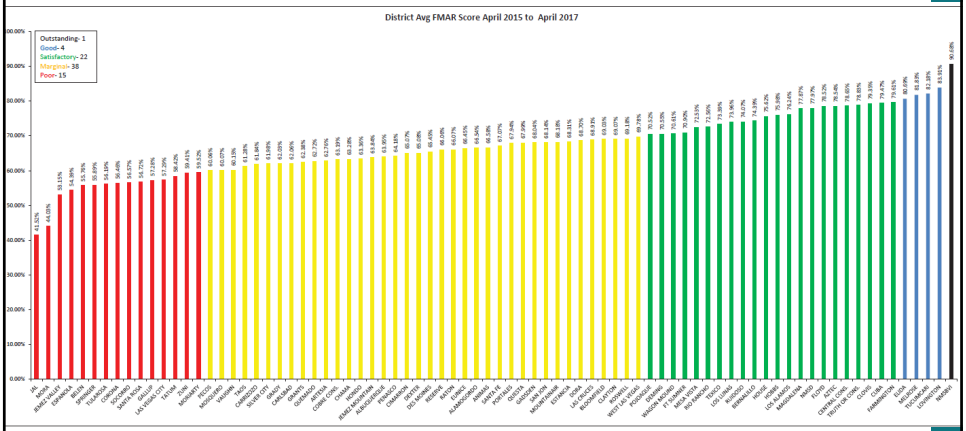
2023-24 **State Share** of an approved project: 12%
School Share of an approved project: 88%

17

BACKGROUND •2019 FMAR

FACILITY MAINTENANCE ASSESSMENT REPORT (FMAR)

School	YEAR	Participation %
SVPS	2019	0%



18

BACKGROUND •2012-17 FMP Capital Projects

4.2.1 Capitalization Options for Permanent Facilities

South Valley Prep currently operates in a leased space with no options for expansion or growth. The school has established a non-profit organization to provide the most advantageous financial position in the purchase of a permanent facility. There are several options for the school to consider:

Option 1: Remain at the current location for the foreseeable future.

Regardless of how permanent facilities are secured for this charter school, it is a goal of the school to remain as close as possible to their current location.The landlord has not made the existing school facility available for sale, but the school is in discussions with the landlord concerning additional acreage that may become available across Gun Club Road to the south. This option of "staying put" has no immediate schedule implications, but the school must still start the process of owning a campus to comply with state requirements. SVP has just begun their third school year, and as such, are in the very early stages of permanent campus site procurement. As more time passes, additional scenarios may develop from this preferred option, as follows:

- A small parcel across the street would initially be for sale, which would enable the school to consider building a gym facility. A gym facility would provide educational opportunities not currently available at the campus, but it would also serve as a revenue-generating resource when leased to outside community groups or athletic organizations.
- Adequate space for a complete new campus across the street would become available, and a new campus facility masterplanned and built with phased construction as physical and funding needs are matched. The classroom portables (owned by the school) that currently serve the majority of classroom needs could be easily relocated to a new campus.

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BACKGROUND •2012-17 FMP Capital Projects

Option 2: Locate an existing facility that meets the needs of the school. COMPLETED

At this time the school takes every opportunity to look at facilities for sale that offer many of the features outlined in the Educational Specifications and this Master Plan. To date, no existing facilities have been judged to have enough required amenities to warrant serous consideration. SVP is commited to leaving this option open for the time being as talks and negotiations occur on Option No. 1. Schedule implications are unknown, but the ideal outcome would be to locate a fairly priced property in the right location that required little renovation prior to occupancy, and that the move to the new facility could occur over a summer break.

Option 3: Find a piece of property and build new. This option is the most costly and time consuming, requiring at least 2.5 years to implement. The financial costs could be a major eliminating factor for this option as well. The schedule may be anticipated as follows:

- Purchase Land Appraised at Fair Market Value: .....Month 1 and 2
- Select Design Team:.....Month 1 and 2
- Design and Construction Documents: .....Month 3 through 10
- Reviews, Pricing, Construction Contract Award:...Month 11 through 15
- Construction:.....Month 16 through 26
- Commission, Finalize, Move-In:.....Month 27 through 28

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BACKGROUND •Capital Funding History

SVPS GOB: **N/A**
SB-9: **$50,720**
HB-33: **$102,743**

PSCOC / PSFA
Awards Since 2005:
$12,925

PSCOC / PSFA
Land Lease Assistance: **$17,100**
Leased Facilities: **$0**
Offset: $37,986
Pending Legislative Appropriation:
$235,000

21

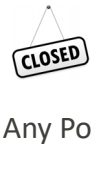
FUTURE OF: •South Valley Preparatory

Keep

- Major Renovation
- Minor Renovations
- Building Systems Upgrades
- Additions

Replace

- Close
- Demo Any Portion



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CAPITAL PLAN •Capital Projects

SVPS CAPITAL PROJECTS PER SCHOOL:

1. Recurring Facility Needs
   - Life-Health-Safety-Security-Code-ADA
   - Maintenance
   - Technology
2. Major Facility / Site System Renewal
3. Major Capital Projects
   - Major Renovation Projects
   - Facility Replacement Projects
   - New Construction
   - Facility Removal from Inventory

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AERIALS •South Valley Preparatory

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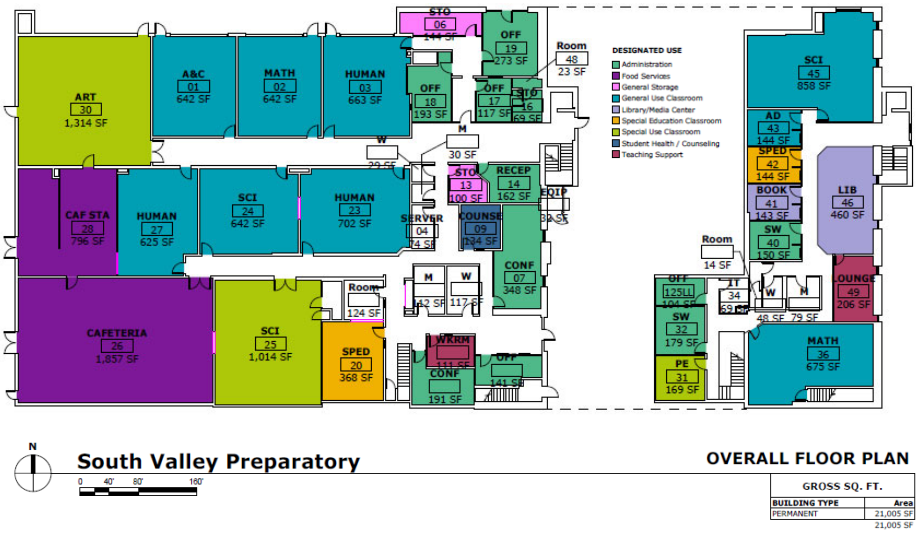
FLOOR PLAN •South Valley Preparatory



25

PARENT INPUT •South Valley Preparatory

1. Security
   - Parking and Pick up safety
   - Security Cameras with audio
   - Anything for safety and security
   - Safety corridors
   - Security guard(s)
2. Extracurricular / Community Activities
   - Softball or baseball team
   - Cheer or dance team
   - Music; ballet; folkloric team
3. 21st Century Best Practices
   - Outdoor classroom learning
   - Eliminate books: teacher based curriculum
   - 4 day week classes

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PARENT INPUT •South Valley Preparatory

4. Technology
   - Students adapt to new technologies
   - Smart board/activity board in every calssroom
   - Improved WiFi
   - Student printers
   - Tech focused room for STEM
   - Individual chrome books
5. Site and Facility Condition
   - More space; lockers; wider hallways
   - Fine art wing
   - Upgrade landscapes
   - Increase restrooms
   - Upgrade parking lot/asphalt
   - Roof repair
   - Heating and air upgrade
   - Create Gym

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PARENT INPUT •South Valley Preparatory

6. Other
   - Connect / network with other cultural pedagogy, curriculum schools and movements
   - No dress code

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STAFF INPUT •South Valley Preparatory

South Valley Preparatory School Priorities

Description

The purpose of this survey is to prioritize SVPS facility needs.

All the identified facility needs are included in the following three categories as explained in the April 7, 2020 FMP meeting:

1. **Recurring Facility Needs**
   - **Life-Health-Safety-Security-Code-ADA**
     - **Upgrade perimeter fencing**
     - **Parent drop-off/pick-up**
     - **Install ADA Signage**
   - **Maintenance**
   - **Technology**
2. **Major Facility / Site System Renewal**
   - **Update HVAC units**
   - **Replace/Repair roof(s)**
   - **Upgrade parking lots/asphalt areas**
   - **Upgrade Library furniture**
3. **Major Capital Projects**
   - **Install fire Sprinkler System**
   - **Install additional restrooms**
   - **Install/upgrade outdoor learning space(s)**
   - **Create a Pre-K program**
   - **Stand Alone Gym**
   - **Additional Classroom Space**
   - **Create outdoor PE/Recess area: grass field and basketball court(s)**

Note: Please refer to the April 7, 2020 presentation for more detailed information.

16 Responses

* 1. Prioritize the three categories of identified facility needs at SVPS (priority 1 being the highest priority).

	Priority 1	Priority 2	Priority 3
Recurring Facility Needs			
Major Facility / Site System Renewal			
Major Capital Projects			

1

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STAFF INPUT •South Valley Preparatory

* 2. Rank the Recurring Facility Needs for SVPS (1 highest priority and 5 lowest priority).

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5
RFN: Upgrade perimeter fencing					
RFN: Parent drop-off/pick-up					
RFN: Install ADA Signage					
RFN: Maintenance					
RFN: Technology					

* 3. Rank the Major Facility/Site Systems Renewal priorities for SVPS (1 highest priority and 4 lowest priority).

	Priority 1	Priority 2	Priority 3	Priority 4
MF/SSR: Update HVAC units				
MF/SSR: Replace/Repair roof(s)				
MF/SSR: Upgrade parking lots/asphalt areas				
MF/SSR: Upgrade Library furniture				

* 4. Rank the Major Capital Projects priorities for SVPS (1 highest priority and 7 lowest priority).

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Priority 6	Priority 7
MCP: Install fire sprinkler system							
MCP: Install additional restrooms							
MCP: Install/upgrade outdoor learning space(s)							
MCP: Create Pre-K program							
MCP: Stand Alone Gym							
MCP: Additional Classroom Space							
MCP: Create outdoor PE/Recess area: grass field and basketball court(s)							

2

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STAFF INPUT •South Valley Preparatory

5. Prioritize all of the facility needs for SVPS (1 highest priority and 16 lowest priority).

- RFN: Upgrade perimeter fencing
- RFN: Parent drop-off/pick-up
- RFN: Install ADA Signage
- RFN: Maintenance
- RFN: Technology
- MF/SSR: Update HVAC units
- MF/SSR: Replace/Repair roof(s)
- MF/SSR: Upgrade parking lots/asphalt areas
- MF/SSR: Upgrade Library furniture
- MCP: Install fire sprinkler system
- MCP: Install additional restrooms
- MCP: Install/upgrade outdoor learning space(s)
- MCP: Create Pre-K program
- MCP: Stand Alone Gym
- MCP: Additional Classroom Space
- MCP: Create outdoor PE/Recess area: grass field and basketball court(s)

3

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STAFF INPUT •South Valley Preparatory

Question 1.

Categories of identified facility needs	Priority
Recurring Facility Needs	1
Major Capital Projects	2
Major Facility / Site System Renewal	3

Question 2.

Recurring Facility Needs	Priority
Parent drop-off/pick-up	1
Technology	2
Maintenance	3
Upgrade perimeter fencing	4
Install ADA Signage	5

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STAFF INPUT •South Valley Preparatory

Question 3.

Major Facility/Site Systems Renewal	Priority
Update HVAC units	1
Replace/Repair roof(s)	2
Upgrade parking lots/asphalt areas	3
Upgrade Library furniture	4

Question 4.

Major Capital Projects	Priority
Additional Classroom Space	1
Create outdoor PE/Recess area: grass field and basketball court(s)	2
Stand Alone Gym	3
Install fire sprinkler system	4
Install additional restrooms	5
Install/upgrade outdoor learning space(s)	6
Create Pre-K program	7

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STAFF INPUT •South Valley Preparatory

Question 5.

All Facility Needs	Priority
Additional Classroom Space	1
Maintenance	2
Technology	3
Create outdoor PE/Recess area: grass field and basketball court(s)	4
Update HVAC units	5
Stand Alone Gym	5
Parent drop-off/pick-up	6
Install additional restrooms	7
Replace/Repair roof(s)	8
Install fire sprinkler system	9
Install/upgrade outdoor learning space(s)	10
Upgrade perimeter fencing	11
Upgrade parking lots/asphalt areas	12
Install ADA Signage	13
Upgrade Library furniture	14
Create Pre-K program	15

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FACILITY NEEDS •South Valley Preparatory

1. (1) Recurring Facility Needs
   - Life-Health-Safety-Security-Code-ADA
     - (1) Parent drop-off/pick-up
   - (2) Technology
   - (3) Maintenance
   - Life-Health-Safety-Security-Code-ADA
     - (4) Upgrade perimeter fencing
     - (5) Install ADA Signage
2. (3) Major Facility / Site System Renewal
   - (1) Update HVAC units
   - (2) Replace/Repair roof(s)
   - (3) Upgrade parking lots / asphalt areas
   - (4) Upgrade Library furniture

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FACILITY NEEDS •South Valley Preparatory

3. (2) Major Capital Projects
   - (1) Additional Classroom Space
   - (2) Create outdoor PE / Recess area: grass field and basketball court(s)
   - (3) Stand Alone Gym
   - (4) Install fire sprinkler system
   - (5) Install additional restrooms
   - (6) Install/upgrade outdoor learning space(s)
   - (7) Create Pre-K program

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FACILITY NEEDS •South Valley Preparatory

South Valley Preparatory School Facility Priorities:

- (1) MCP: Additional Classroom Space
- (2) RFN: Maintenance
- (3) RFN: Technology
- (4) MCP: Create outdoor PE / Recess area: grass field and basketball court(s)
- (5) Stand Alone Gym
- (5) MF/SSR: Update HVAC units
- (6) RFN: Parent drop-off/pick-up
- (7) MCP: Install additional restrooms
- (8) MF/SSR: Replace/Repair roof(s)
- (9) MCP: Install fire sprinkler system

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FACILITY NEEDS •South Valley Preparatory

South Valley Preparatory School Facility Priorities:

- (10) MCP: Install/upgrade outdoor learning space(s)
- (11) RFN: Upgrade perimeter fencing
- (12) MF/SSR: Upgrade parking lots / asphalt areas
- (13) RFN: Install ADA Signage
- (14) MF/SSR: Upgrade Library furniture
- (15) MCP: Create Pre-K program

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Facility Priorities •South Valley Preparatory

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Thank You

FOR

YOUR TIME

AND

INPUT

South Valley Preparatory School
2019 FMP/Ed Spec Governing Council Meeting
Monday, June 15th, 2020 1:30pm Virtual

Last Name	*First name*	*Department*	*Email Address*	*Phone Number*	*Signature*
Alderete-Trujillo	**Charlotte**	Executive Director	charlotte.trujillo@southvalleyprep.or	505-222-5642	
Martinez	**Alfred**	Business Manager	al.martinez@southvalleyprep.org		
Aguilar	**Monica**				
Freitze	**Bernadette**				
Trufillo	**Michaela**				
Munsey	**Jamie**				
Strube	**Marilyn**	GSArchitecture	mstrube@greer-stafford.com	505-250-4314	
Ochoa	**Gabriela**	GSArchitecture	gochoa@greer-stafford.com	505-821-0235	

South Valley Preparatory School

FACILITIES MASTER PLAN/ EDUCATIONAL SPECIFICATION 2020-2024

June 15, 2020

GS ARCHITECTURE

FMP/ED SPEC GOALS AND OBJECTIVES

- Develop educational program spaces for 210 students including:
  - Health & Wellness
  - Outdoor Learning Spaces
- Expand Community School Services Program for:
  - Parents
  - Students
  - Community
  - Neighbors-San Jose
  - Pre-K
- Increase School Partnerships

2

FMP/ED SPEC ISSUES, CONCERNS, NEEDS

Security: Drop-off/pick-up; fencing

Technology: School has funding available to update technology and infrastructure; technology is constantly changing and needs to be updated

Enrollment: Increasing from 168 to 210

Facility Size & Condition: A/C units; roof; limited restrooms; sprinkler system

Funding / Community: More students are from local area

3

FMP SCHEDULE

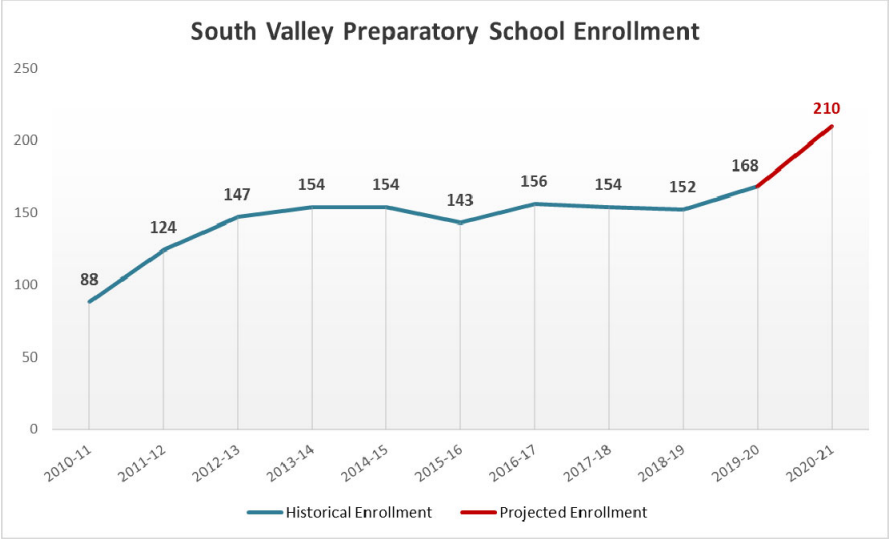
October 9	Strategic Plan / FAD Review
November 21	Governing Council / Community Review
December 4	Parent Committee Meeting
April 7	FMP Core Committee Meeting
May 18	FMP Core Committee Meeting
June 15	Governing Council Review
July 23	Governing Council Adoption

4

BACKGROUND INFORMATION

BACKGROUND

• Enrollment



Source: PED 40th Day Count

2019-20 SVPS Charter Capacity: 168
2020-21 SVPS Charter Capacity: 210

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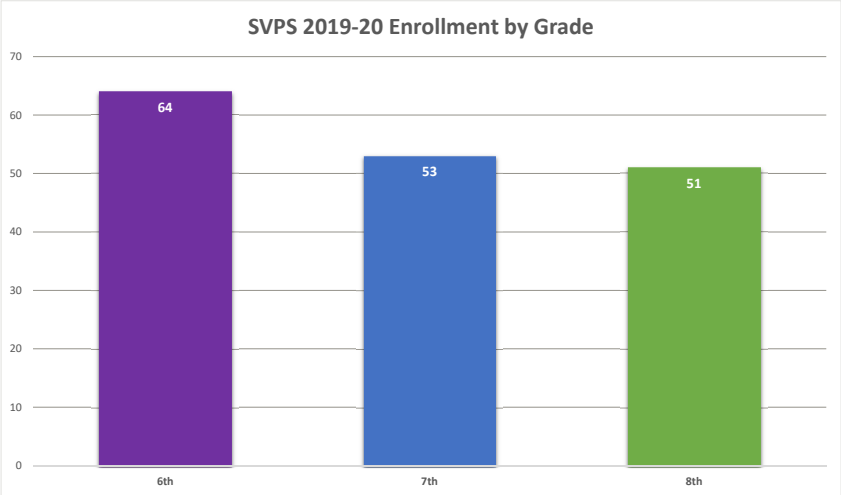
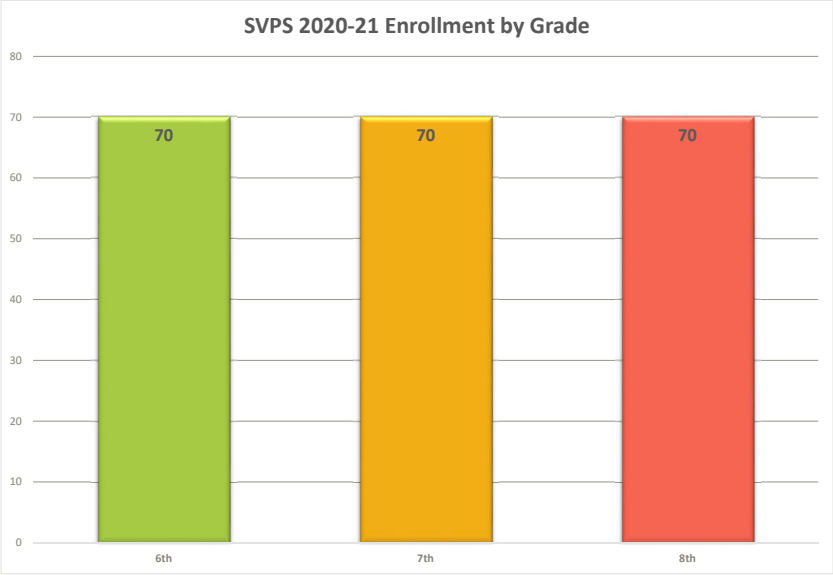
BACKGROUND •Enrollment by Level



Source: PED 40th Day Count

7

BACKGROUND •Enrollment by Level



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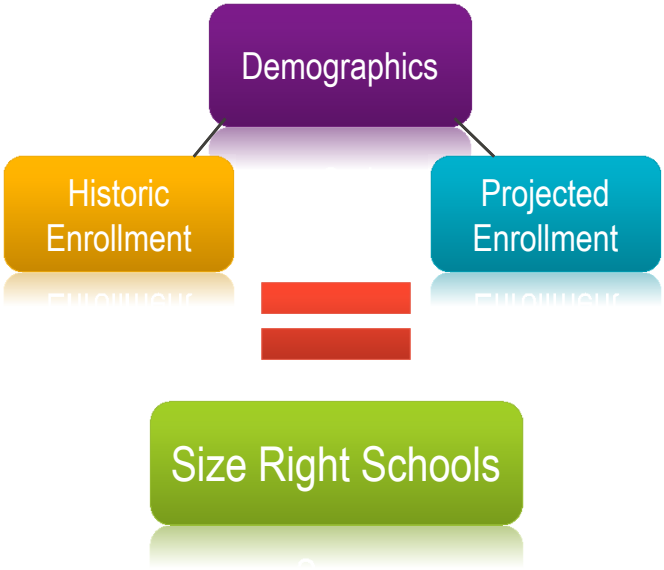
BACKGROUND •Capacity Studies



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BACKGROUND •Capacity Studies

NMAS Recommended Square Footage

School	2019-20 Enrollment	NMAS CURRENT Rcmd SF/Student	NMAS Rcmd Facility SF	Actual Facility SF (Permanent)	Actual Facility SF (w/Portables)	Ratio of Existing SF to Rcmd SF	NMAS Capacity based on Existing SF/Student
South Valley Preparatory School	168	199	33,500	21,005	21,005	63%	36
SCHOOL TOTALS:	**168**		**33,500**	**21,005**	**21,005**	**63%**	**36**

Comparison of existing ASE facilities to PSFA recommended square footage and capacity based on permanent and portable square footage

SVPS is 12,495 sq.ft. **UNDER** NMAS recommended square footage for 168 students.

School	Grades	2019-20 Enrollment	NMAS Rcmd Facility SF	Actual Facility SF (w/Portables)	Difference
South Valley Preparatory School	6-8	168	33,500	21,005	-12,495
SCHOOL TOTALS:		**168**	**33,500**	**21,005**	**-12,495**

These capacities are based upon square foot per student and include portables.

SVPS will be 12,776 sq.ft. **UNDER** NMAS recommended square footage with 210 students

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BACKGROUND •Utilization Studies

Instructional Space Capacity

School	Enrollment	Maximum Facility Capacity w/Portables	Functional Facility Capacity w/Portables	Instructional Space Capacity w/ Portables @ 67%	NMAS Capacity based on Existing SF/Student
South Valley Prep: 168 Students	168	237	237	159	46
South Valley Prep: 210 Students	210	258	258	173	46

These capacities are based upon the number of classrooms in the school

Utilization of Spaces

School	Grades	Enrollment	Existing # of Classrooms w/Portables	Classroom Utilization Rate	Facility Utilization Rate
South Valley Prep: 168 Students	6-8	168	11	56%	70%
South Valley Prep: 210 Students	6-8	168	11	70%	85%

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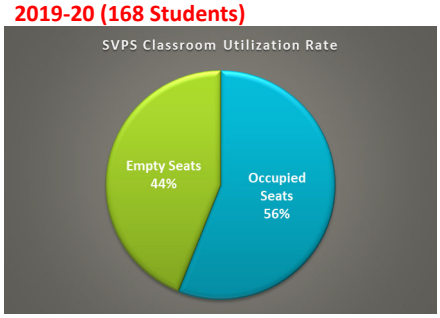
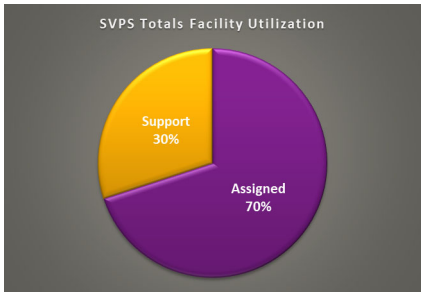
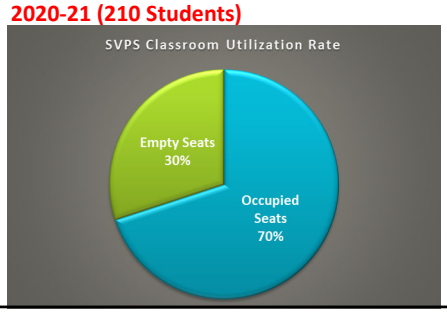
BACKGROUND •Utilization Studies

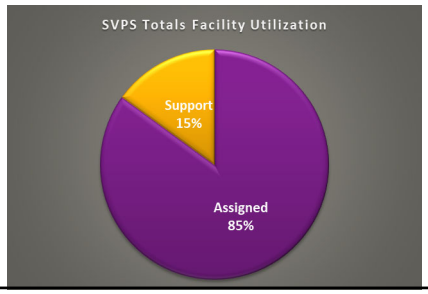
2019-20 (168 Students)





2020-21 (210 Students)





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BACKGROUND •Space Summary

School, School District: South Valley Preparatory Charter School	2019-20	2020-21
Insert Award Language:	64 6th Grade	70 6th Grade
Approved Design Capacity:	53 7th Grade	70 7th Grade
Allowed Gross Square Footage per Appendix A of the PSFA /	51 8th Grade	70 8th Grade
	168 6th - 8th Grades	210 6th - 8th Grades

Existing Space to Remain/To Be Reno
New Space
Space to Be Demolished
Please refer to the notes below for a description of each column

PROGRAM OF SPACES BASED ON EDUCATIONAL SPECIFICATIONS

RM #	Room Description	# of Existing Spaces Provided	Maximum # of Students Served per Existing Space	# of Existing Students Served per Space	Project Total Existing NSF per Space	NSF per Student per Space	NM A.S. Min. NSF per Space / Area	NSF Above / below Min. NM A.S. per Space / Area	100% School Funded NSF	Total NSF per Space / Area	SubTotal of Area
1	A&C	1	23	23	642	28	810	-168	642	642	
2	Math	1	23	23	642	28	810	-168	642	642	
3	Humanities	1	24	24	663	28	810	-147	663	663	
23	Humanities	1	25	25	702	28	810	-108	702	702	
24	Science	1	23	23	642	28	810	-168	642	642	
27	Humanities	1	22	22	625	28	810	-185	625	625	
45	Science	1	28	27	858	31	810	48	858	858	
36	Science	1	24	24	675	28	810	-135	675	675	
GENERAL USE CLRMS:		8	192	191	5,449		6,480	-1,031	5,449	5,449	5,449
20	Special Education	1	13	13	368	0	450	-82	368	368	
42	Special Education	1	0	0	144	0	0	144	144	144	
SPECIAL ED CLRMS:		2	13	13	512		450	62	512	512	512

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BACKGROUND •Space Summary

PROGRAM OF SPACES BASED ON EDUCATIONAL SPECIFICATIONS

RM #	Room Description	# of Existing Spaces Provided	Maximum # of Students Served per Existing Space	# of Existing Students Served per Space	Project Total Existing NSF per Space	NSF per Student per Space	NM A.S. Min. NSF per Space / Area	NSF Above / below Min. NM A.S. per Space / Area	100% School Funded NSF	Total NSF per Space / Area	SubTotal of Area
30	Art	1	28	27	1,314	0	810	504	1,314	1,314	
	Art Stprage	0	0	0	0	0	60	-60	0	0	
	Art	0	0	0	0	0	96	-96	0	0	
25	Science Lab	1	28	27	1,014	0	810	204	1,014	1,014	
SPECIAL USE CLRMS:		2	56	54	2,328		1,776	552	2,328	2,328	2,328
	Gym	0	28	27	0	0	5,200	-5,200	0	0	
	Lockers	0			0	0	600	-600	0	0	
	Lockers	0			0	0	600	-600	0	0	
31	PE Office	1			169		300	-131	169	169	
PHYSICAL EDUCATION:		1	28	27	169		6,700	-6,531	169	169	169
46	Library	1			460		1,000	-540	460	460	
46	Library office/storage	0			0		200	-200	0	0	
LIBRARY/MEDIA CENTER:		1			460		1,200	-740	460	460	460
26	Cafeteria	1			1,857		1,050	807	1,857	1,857	
28	Cafeteria Kitchen	1			796		1,600	-804	796	796	
FOOD SERVICE:		2	0	0	2,653		2,650	3	2,653	2,653	2,653
	Parent Work Room	1			0		150	-150	0	0	
PARENT WORK ROOM:		1	0	0	0		150	-150	0	0	0

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BACKGROUND •Space Summary

19	Principal	1			273		315	-42	273	273	
14	Reception	1			162		150	12	162	162	
17	Office	1			117		0	117	117	117	
18	Office	1			193		0	193	193	193	
32	SW Office	1			179		0	179	179	179	
40	SW Office	1			150		0	150	150	150	
43	AD Office	1			144		0	144	144	144	
12	Conference	1			191	0	0	191	191	191	
7	Board Room	1			348	0	0	348	348	348	
125	Office	1			104		0	104	104	104	
10	Office	1			141		0	141	141	141	
ADMIN:		11	0	0	2,002		465	1,537	2,002	2,002	2,002
9	Counselor	1	0	0	134		210	-76	134	134	
HEALTH:		1	0	0	134		210	-76	134	134	134
35	Lounge	1			206	0	210	-4	206	206	
11	Workroom	1			111	0	0	111	111	111	
TEACHER WORKROOM/LOUNGE:		2	0	0	317		210	107	317	317	317

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BACKGROUND •Space Summary

PROGRAM OF SPACES BASED ON EDUCATIONAL SPECIFICATIONS

RM #	Room Description	# of Existing Spaces Provided	Maximum # of Students Served per Existing Space	# of Existing Students Served per Space	Project Total Existing NSF per Space	NSF per Student per Space	NM A.S. Min. NSF per Space / Area	NSF Above / below Min. NM A.S. per Space / Area	100% School Funded NSF	Total NSF per Space / Area	SubTotal of Area
34	IT Space	1			69		300	-231	69	69	
4	Server	1			74		120	-46	74	74	
IT DISTRIBUTION SPACE:		2	0	0	143		420	-277	143	143	143
6	Storage	1			144		210	-66	144	144	
13	Storage	1			100		0	100	100	100	
16	Storage	1			117		0	117	117	117	
8	Storage	1			124		0	124	124	124	
41	Book Storage	1	0	0	143		0	143	143	143	
GENERAL STORAGE:		5	0	0	628		210	418	628	628	628
	Corridors: 17%	1			3,571		5,081			3,571	
	Toilets: 3%	1			630		897			630	
	Mech, Electrical, Janitors Closets:2%	1			420		598			420	
	Walls: 8%	1			1,680		2,391			1,680	
TARE:		4			6,302		8,966			6,302	6,302

TOTALS	38	289	285	14,795		20,921	-6,126	14,795	14,795	14,795
TARE @ 30%	0			6,210		8,966	-2,625	6,210	6,210	
TOTAL GSF	38	289	285	21,005	74	29,887	-8,751	21,005	21,005	
NM A.S. Recommended SF: 168 x 199				33,500						
NM A.S. Recommended SF: 210 x 161				33,781						

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BACKGROUND •2020-21 FAD

SVPS PSFA Facilities Assessment Database (FAD)

School	2019-20 Rank	2020-21 Rank2	Weighted NMCI
South Valley Preparatory School	174	154	33.08%

2019-20 **State Share** of an approved project: 45%
School Share of an approved project: 55%

2023-24 **State Share** of an approved project: 12%
School Share of an approved project: 88%

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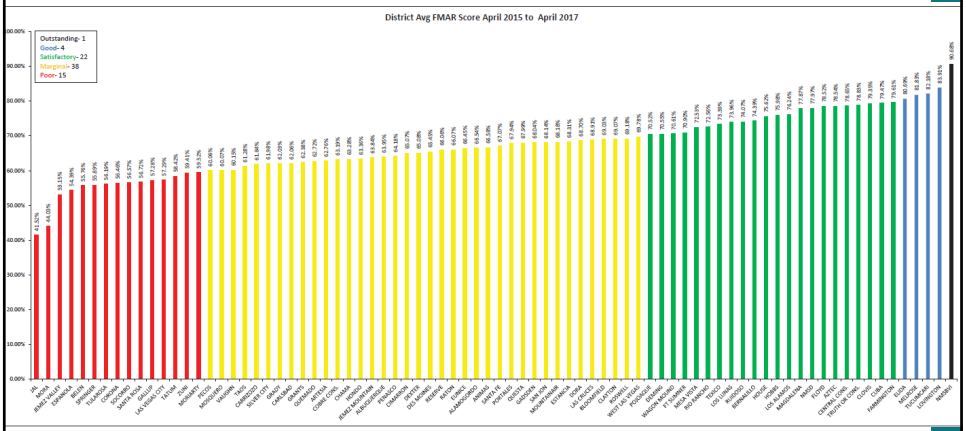
BACKGROUND •2019 FMAR

FACILITY MAINTENANCE ASSESSMENT REPORT (FMAR)

School	YEAR	Participation %
SVPS	2019	0%



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BACKGROUND •2012-17 FMP Capital Projects

4.2.1 Capitalization Options for Permanent Facilities

South Valley Prep currently operates in a leased space with no options for expansion or growth. The school has established a non-profit organization to provide the most advantageous financial position in the purchase of a permanent facility. There are several options for the school to consider:

Option 1: Remain at the current location for the foreseeable future.

Regardless of how permanent facilities are secured for this charter school, it is a goal of the school to remain as close as possible to their current location.The landlord has not made the existing school facility available for sale, but the school is in discussions with the landlord concerning additional acreage that may become available across Gun Club Road to the south. This option of "staying put" has no immediate schedule implications, but the school must still start the process of owning a campus to comply with state requirements. SVP has just begun their third school year, and as such, are in the very early stages of permanent campus site procurement. As more time passes, additional scenarios may develop from this preferred option, as follows:

- A small parcel across the street would initially be for sale, which would enable the school to consider building a gym facility. A gym facility would provide educational opportunities not currently available at the campus, but it would also serve as a revenue-generating resource when leased to outside community groups or athletic organizations.
- Adequate space for a complete new campus across the street would become available, and a new campus facility masterplanned and built with phased construction as physical and funding needs are matched. The classroom portables (owned by the school) that currently serve the majority of classroom needs could be easily relocated to a new campus.

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BACKGROUND •2012-17 FMP Capital Projects

Option 2: Locate an existing facility that meets the needs of the school. COMPLETED

At this time the school takes every opportunity to look at facilities for sale that offer many of the features outlined in the Educational Specifications and this Master Plan. To date, no existing facilities have been judged to have enough required amenities to warrant serous consideration. SVP is commited to leaving this option open for the time being as talks and negotiations occur on Option No. 1. Schedule implications are unknown, but the ideal outcome would be to locate a fairly priced property in the right location that required little renovation prior to occupancy, and that the move to the new facility could occur over a summer break.

Option 3: Find a piece of property and build new. This option is the most costly and time consuming, requiring at least 2.5 years to implement. The financial costs could be a major eliminating factor for this option as well. The schedule may be anticipated as follows:

- Purchase Land Appraised at Fair Market Value: .....Month 1 and 2
- Select Design Team:.....Month 1 and 2
- Design and Construction Documents: .....Month 3 through 10
- Reviews, Pricing, Construction Contract Award:...Month 11 through 15
- Construction:.....Month 16 through 26
- Commission, Finalize, Move-In:.....Month 27 through 28

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BACKGROUND •Capital Funding History

SVPS GOB: **N/A**
SB-9: **$50,720**
HB-33: **$102,743**

PSCOC / PSFA
Awards Since 2005:
$12,925

PSCOC / PSFA
Land Lease Assistance: **$17,100**
Leased Facilities: **$0**
Offset: $37,986
Pending Legislative Appropriation:
$235,000

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FUTURE OF: •South Valley Preparatory

Keep

- Major Renovation
- Minor Renovations
- Building Systems Upgrades
- Additions

Replace

- Close
- Demo Any Portion

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CAPITAL PLAN •Capital Projects

SVPS CAPITAL PROJECTS PER SCHOOL:

1. Recurring Facility Needs
   - Life-Health-Safety-Security-Code-ADA
   - Maintenance
   - Technology
2. Major Facility / Site System Renewal
3. Major Capital Projects
   - Major Renovation Projects
   - Facility Replacement Projects
   - New Construction
   - Facility Removal from Inventory

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AERIALS •South Valley Preparatory

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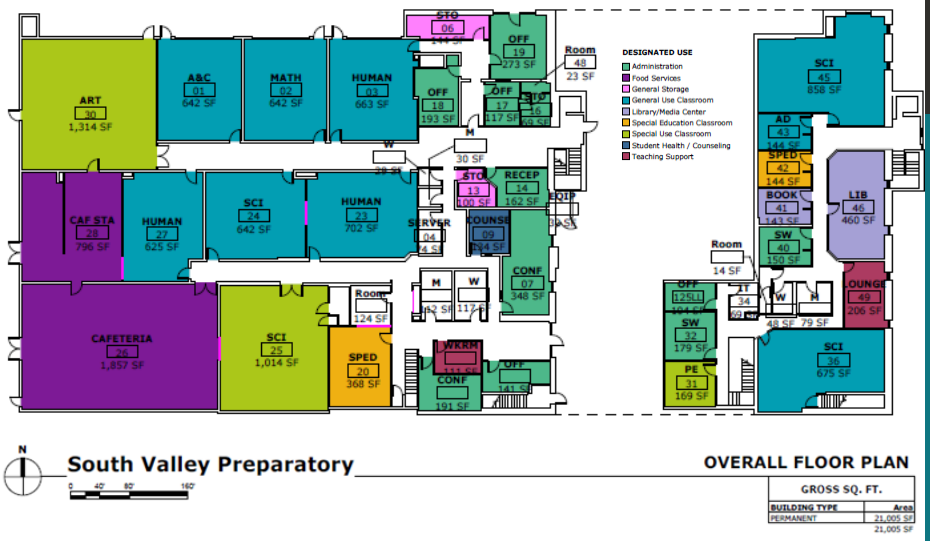
FLOOR PLAN •South Valley Preparatory



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PARENT INPUT •South Valley Preparatory

1. Security
   - Parking and Pick up safety
   - Security Cameras with audio
   - Anything for safety and security
   - Safety corridors
   - Security guard(s)
2. Extracurricular / Community Activities
   - Softball or baseball team
   - Cheer or dance team
   - Music; ballet; folkloric team
3. 21st Century Best Practices
   - Outdoor classroom learning
   - Eliminate books: teacher based curriculum
   - 4 day week classes

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PARENT INPUT •South Valley Preparatory

4. Technology
   - Students adapt to new technologies
   - Smart board/activity board in every classroom
   - Improved WiFi
   - Student printers
   - Tech focused room for STEM
   - Individual chrome books
5. Site and Facility Condition
   - More space; lockers; wider hallways
   - Fine art wing
   - Upgrade landscapes
   - Increase restrooms
   - Upgrade parking lot/asphalt
   - Roof repair
   - Heating and air upgrade
   - Create Gym

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PARENT INPUT •South Valley Preparatory

6. Other
   - Connect / network with other cultural pedagogy, curriculum schools and movements
   - No dress code

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STAFF INPUT •South Valley Preparatory

South Valley Preparatory School Priorities

Description

The purpose of this survey is to prioritize SVPS facility needs.

All the identified facility needs are included in the following three categories as explained in the April 7, 2020 FMP meeting:

1. **Recurring Facility Needs**
   - **Life-Health-Safety-Security-Code-ADA**
     - **Upgrade perimeter fencing**
     - **Parent drop-off/pick-up**
     - **Install ADA Signage**
   - **Maintenance**
   - **Technology**
2. **Major Facility / Site System Renewal**
   - **Update HVAC units**
   - **Replace/Repair roof(s)**
   - **Upgrade parking lots/asphalt areas**
   - **Upgrade Library furniture**
3. **Major Capital Projects**
   - **Install fire Sprinkler System**
   - **Install additional restrooms**
   - **Install/upgrade outdoor learning space(s)**
   - **Create a Pre-K program**
   - **Stand Alone Gym**
   - **Additional Classroom Space**
   - **Create outdoor PE/Recess area: grass field and basketball court(s)**

Note: Please refer to the April 7, 2020 presentation for more detailed information.

* 1. Prioritize the three categories of identified facility needs at SVPS (priority 1 being the highest priority).

	Priority 1	Priority 2	Priority 3
Recurring Facility Needs			
Major Facility / Site System Renewal			
Major Capital Projects			

1

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STAFF INPUT •South Valley Preparatory

* 2. Rank the Recurring Facility Needs for SVPS (1 highest priority and 5 lowest priority).

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5
RFN: Upgrade perimeter fencing					
RFN: Parent drop-off/pick-up					
RFN: Install ADA Signage					
RFN: Maintenance					
RFN: Technology					

* 3. Rank the Major Facility/Site Systems Renewal priorities for SVPS (1 highest priority and 4 lowest priority).

	Priority 1	Priority 2	Priority 3	Priority 4
MF/SSR: Update HVAC units				
MF/SSR: Replace/Repair roof(s)				
MF/SSR: Upgrade parking lots/asphalt areas				
MF/SSR: Upgrade Library furniture				

* 4. Rank the Major Capital Projects priorities for SVPS (1 highest priority and 7 lowest priority).

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Priority 6	Priority 7
MCP: Install fire sprinkler system							
MCP: Install additional restrooms							
MCP: Install/upgrade outdoor learning space(s)							
MCP: Create Pre-K program							
MCP: Stand Alone Gym							
MCP: Additional Classroom Space							
MCP: Create outdoor PE/Recess area: grass field and basketball court(s)							

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STAFF INPUT •South Valley Preparatory

5. Prioritize all of the facility needs for SVPS (1 highest priority and 16 lowest priority).

- RFN: Upgrade perimeter fencing
- RFN: Parent drop-off/pick-up
- RFN: Install ADA Signage
- RFN: Maintenance
- RFN: Technology
- MF/SSR: Update HVAC units
- MF/SSR: Replace/Repair roof(s)
- MF/SSR: Upgrade parking lots/asphalt areas
- MF/SSR: Upgrade Library furniture
- MCP: Install fire sprinkler system
- MCP: Install additional restrooms
- MCP: Install/upgrade outdoor learning space(s)
- MCP: Create Pre-K program
- MCP: Stand Alone Gym
- MCP: Additional Classroom Space
- MCP: Create outdoor PE/Recess area: grass field and basketball court(s)

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STAFF INPUT •South Valley Preparatory

Question 1.

Categories of identified facility needs	Priority
Recurring Facility Needs	1
Major Capital Projects	2
Major Facility / Site System Renewal	3

Question 2.

Recurring Facility Needs	Priority
Parent drop-off/pick-up	1
Technology	2
Maintenance	3
Upgrade perimeter fencing	4
Install ADA Signage	5

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STAFF INPUT •South Valley Preparatory

Question 3.

Major Facility/Site Systems Renewal	Priority
Update HVAC units	1
Replace/Repair roof(s)	2
Upgrade parking lots/asphalt areas	3
Upgrade Library furniture	4

Question 4.

Major Capital Projects	Priority
Additional Classroom Space	1
Create outdoor PE/Recess area: grass field and basketball court(s)	2
Stand Alone Gym	3
Install fire sprinkler system	4
Install additional restrooms	5
Install/upgrade outdoor learning space(s)	6
Create Pre-K program	7

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STAFF INPUT •South Valley Preparatory

Question 5.

All Facility Needs	Priority
Additional Classroom Space	1
Maintenance	2
Technology	3
Create outdoor PE/Recess area: grass field and basketball court(s)	4
Update HVAC units	5
Stand Alone Gym	5
Parent drop-off/pick-up	6
Install additional restrooms	7
Replace/Repair roof(s)	8
Install fire sprinkler system	9
Install/upgrade outdoor learning space(s)	10
Upgrade perimeter fencing	11
Upgrade parking lots/asphalt areas	12
Install ADA Signage	13
Upgrade Library furniture	14
Create Pre-K program	15

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Facility Priorities •South Valley Preparatory

SOUTH VALLEY PREPARATORY FINAL FMP/ED SPEC 2020-24 PRIORITIES

FINAL Priority RANK	Priority Description	Funding Source	PSCOC / PSFA Funding	Schedule	Total Project
1	Lease / Purchase attached property to create additional classroom space	HB-33	1	2022	$4,556,143
2	Perform Preventive and Regular Maintenance	SB-9	2	202-24	$162,500
3	Upgrade Technology: Hardware, Software, Training, Broadband	SB-9	3	2020-24	$162,500
4	Create outdoor PE/recess area: grass field and basketball court(s)	SB-9	4	2021	$325,000
5	Upgrade all HVAC units	HB-33	5	2021	$764,582
5	Create a standalone gym	HB-33	5	2024	$3,087,500
6	Address parent drop-off / pick-up area	SB-9	6	2024	$78,000
7	Install additional restrooms	HB-33		2024	$182,000
8	Repair / Replace roof	HB-33	7	2022	$600,743
9	Install fire sprinkler system	HB-33		2024	$240,500
10	Install/upgrade outdoor learning space(s)	SB-9		2023	$97,500
11	Upgrade perimeter fencing	SB-9		2021	$65,000
12	Upgrade/repair parking lot/asphalt area	SB-9		2024	$104,000
13	Install ADA Signage	SB-9		2024	$3,250
14	Upgrade / replace library furniture	SB-9		2024	$32,500
15	Create Pre-K program in lease / purchase property	HB-33		2025	$3,254,388
	SVPCS 2020-24 FMP/Ed Spec Facilities Priorities TOTAL:				**$13,716,105**

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Thank You

FOR

YOUR TIME

AND

INPUT

GS
ARCHITECTURE

Certificate of Occupancy

City of Albuquerque
Planning Department
Building Safety Division

This Certificate, issued pursuant to the requirements of Section 115.3 of the Albuquerque Uniform Administrative Code, certifies that at the time of issuance this structure was in compliance with the above code and other technical codes and city ordinances regulating building construction or use.

Building Address 2551 KARSTEN SE Zip 87102

Portion of Building REMODEL

Use Classification COMMERCIAL PROJECT Bldg. Permit No. 201192634

Occupancy Group E B Type of Construction IIB NON-SPRKD Land Use Zone SU2

Owner of Building ATT CHARTER SCHOOL Address 2551 Karsten SE, Albuquerque, NM 87102

By:

Anthony L Medley
Chief Building Official

Date: APRIL 3 2012

POST IN A CONSPICUOUS PLACE