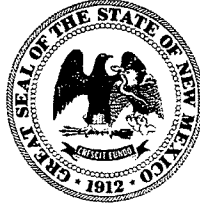


State of New Mexico
Public School Facilities Authority



Johnathan Chamblin, Director

vacant, Deputy Director

1312 Basehart Road, SE, Suite 200
Albuquerque, NM 87106
(505) 843-6272 (Phone); (505) 843-9681 (Fax)
Website: www.nmpsfa.org

April 16, 2018

Ms. Rachael Swards
rsewards@solarecollegiate.org
Phone: 505-917-6442

Re: Solare Collegiate Charter School 2019-2023 Facility Master Plan/ Educational Specification's Approval

Dear Ms. Swards:

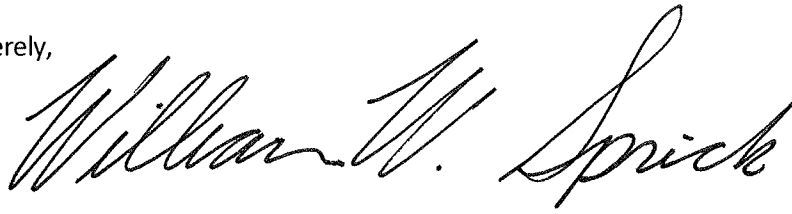
PSFA has received and reviewed the Facility Master Plan/Educational Specification's (FMP/ Ed Spec's) for the Solare Collegiate Charter School located in Albuquerque Public Schools District and are requesting to be a State Chartered Charter School. The FMP/Ed Spec's purpose is to guide you in the planning of and/or selection of a facility to ensure that it is adequate to accommodate your educational program and method of instruction. Based upon our review, PSFA is pleased to announce that the Plan meets our requirements. In accordance with House Bill 283, your next step is to submit your charter school application to the New Mexico Public Education Department (PED) and include your FMP/Ed Spec's document.

Through our review of the FMP/Ed Spec's, PSFA understands the following:

- Solare Collegiate Charter School did request to locate school in existing Albuquerque Public Schools facilities on April 2, 2018. APS responded on April 2, 2018 that there are currently no vacant, semi vacant, or anticipated to be vacant facilities owned by the district. However, there may be portable classrooms available to Solare Collegiate, contingent on availability of land and ability to move and install them with Solare Collegiate responsible for funding cost.
- Grades requested are 5th thru 8th grade.
- The school anticipates having a total enrollment of 416 students (cap).
- Proposed enrollment cap per grade will be 104 students.
- Proposed pupil teacher ratio (PTR); 26 students per teacher (26:1).
- 16 general classrooms required to support 416 students.
- Proposed 12, 384 gross square feet (gsf) of general classroom space needed to meet educational program.
- Proposed 13,150-13,500 gsf of support spaces to meet educational program; administrative office, food service, special education, physical education, enrichment classroom/multipurpose , janitorial, teacher workroom, and restrooms.
- Proposed support spaces, if possible could double in usage, such as a cafeteria space doubling as the physical educational space, which could reduce the gross square footage need for educational program.
- Proposed general classrooms range from 728 square feet (sf) to 912 sf each.
- You have reviewed our adequacy standards, planning guide and HB 283.

If you are a successful applicant, please remember to work closely with PSFA's Planning and Design team as you review potential facilities. You can reach us at (505) 468-0282.

Sincerely,

A handwritten signature in black ink that reads "William W. Sprick". The signature is written in a cursive, flowing style.

William W. Sprick, Facility Master Planner

cc: Jeremy Jerge, Regional Manager
Martica Casias, Planning and Design Manager



Solare Collegiate Charter School

2019-2023 Five Year Facilities Master
Plan/Educational Specifications
Summer 2018 Applicant Charter

Respectfully Submitted by
Rachael Sowards
April 20, 2018

CHARTER SCHOOL OVERVIEW

Solare Collegiate Charter School is a proposed grades five through eight charter school, applying for authorization through the Public Education Commission for the 2018 application cycle, anticipating an August 2019 opening. The enrollment cap for Solare Collegiate will be 416 students total.

The Founding Team of Solare Collegiate has read, reviewed, and understands the Statewide Adequacy Standards (NMAC 6.27.30) and the Charter-Alternative School Statewide Adequacy Standard Variance.

On Monday, April 2, 2018, a written request was made to Albuquerque Public Schools regarding vacant, semi-vacant, or anticipated to be vacant district-owned facilities in which Solare Collegiate could locate. The district responded on Monday, April 2, 2018 that there are currently no vacant, semi-vacant, or anticipated to be vacant facilities owned by the district. However, there may be portable classrooms available to Solare Collegiate, contingent on availability of land and the ability to move and install them, with Solare Collegiate taking responsibility for the cost. At this time, availability of these portables is not confirmed. Solare Collegiate has begun to seek out options for privately owned land and facilities that may be negotiated into a lease-purchase agreement in compliance with HB-283.

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ATTACHMENT A - Letter to Albuquerque Public Schools

ATTACHMENT B - Response from Albuquerque Public Schools

ATTACHMENT C - Concept Layout

1. GOALS / MISSION

1.1. Goals

- 1.1.1. **Mission:** Through academic rigor, individualized supports, and character development, Solare Collegiate Charter School will equip students in grades five through eight with the skills necessary to excel in the high schools and colleges of their choice.
- 1.1.2. **Educational Philosophy:** At Solare Collegiate Charter School, our school sits on the core beliefs that 1) literacy is foundational, 2) instruction is rigorous, 3) character is critical, 4) data drives decisions, 5) structure supports learning, and 6) voice strengthens identity. Through academic rigor, individualized supports, and character development, we propose a fifth through eighth grade charter school that will equip students with the academic and personal skills to excel in the high schools and colleges of their choice. We believe that southwest Albuquerque demonstrates a significant and measurable need for a middle school that will support students in the attainment of skills that will prepare them for the high schools and colleges of their choice.

Literacy is Foundational

At Solare Collegiate Charter School, we believe that literacy is the foundational skill set for all acquisition of academic content. According to Robert Balfanz, for students in high-poverty environments, middle school is the point at which students are “either launched on the path to high school graduation or knocked off track.” He argues that reading proficiency in middle school is the most reliable way to ensure graduation from high school.¹ For our students to thrive in academic environments from fifth grade through higher education, as well as to continue to be a life-long learners and active participants in the world, their literacy foundation needs to be strong. Solare Collegiate is dedicated to ensuring that students complete eighth grade on grade level in reading and writing—preparing them to thrive in high school, as well as at the colleges of their choosing.

Instruction is Rigorous

We believe that our students can achieve excellence in all they set out to do. However, excellence is not an accident—rigor of instruction is developed in a strategic and thoughtful way at Solare Collegiate. Our students will have the power of choice, regarding their high school and college seats, and for that to happen, we must ensure that our students are completing work that is

¹ Balfanz, Robert. “Putting Middle Grade Students on the Graduation Path: A Policy and Practice Brief.” Association For Middle Level Education. June 2009. https://www.amle.org/portals/0/pdf/articles/Policy_Brief_Balfanz.pdf.

academically rigorous, on par with the work being done at the more affluent public and private schools in Albuquerque and nationally.

Character is Critical

At Solare Collegiate, we strive to create a school culture that values literacy, not only as a functional skill, but as a defining trait of who Solare Collegiate students are. We also strive to create a culture of student voice. We believe a student is more than the grades they receive each quarter. As a result, we hold students accountable to actions and habits that uphold the core values of our school: **Perseverance, Professionalism, Integrity, Community, and Kindness**. We believe character education is a means by which students learn to achieve their goals.²

Data Drives Decisions

At Solare Collegiate we are maniacally data driven. To get our students to the high schools and colleges of their choice, we believe we need to collect and analyze data daily, weekly, per unit, quarterly, and yearly. We believe with purposeful analysis of student academic performance, we can fulfill our mission of preparing our students to attend the high schools and colleges of their choice. After a six-week cycle, students take an Interim Assessment in each academic course, and their reading level is tested using STAR Reading assessment. Teachers then meet for a full professional development day, during which they will analyze student performance on the Interim Assessments, including performance trends and performance outliers. From the data collected from the Interim Assessments, teacher will develop new goals and plans of action, to ensure that students are showing continued growth towards mastery of the grade level concepts, as well as developing the skills that will enable them to be successful in the high schools and colleges of their choice.

Structure Supports Learning

Students perform best when the expectations are clear and consistent. At Solare Collegiate, we believe creating systems of organization and behavior, which maximizes efficiency and dedicates more time to instruction. The more time dedicated to high level teaching and learning, the more prepared our students are to attend the high schools and colleges of their choice. At Solare Collegiate, there will be a specific way to walk into the building, transition from room to room, complete homework and classroom, work in groups, and how to behave at lunch and recess. Expectations for student behavior will be clearly outlined and demonstrated to the students during new student orientation, giving students and parents a clear picture of the school-wide expectations. Behavioral

² Tough, Paul. *How Children Succeed: Grit, Curiosity, and the Hidden Power of Character*. New York: Houghton Mifflin. 2012

expectations will be scaffolded to ensure that the expectations are developmentally appropriate, preparing the students to attend high school and college with the “soft skills” necessary for success. High expectations for students, academically and behaviorally, are a strong indicator of success for students coming from high poverty communities.³

Voice Strengthens Identity

At Solare Collegiate, we value and want to support the development of student voice, and we will incorporate that into our instructional practice. We place an increased priority on the development of oral literacy skills, as well as the putting the majority of the intellectual heavy lifting on the students. Additionally, we will emphasize the role that student identity plays in the development of student voice.

1.2. Process

1.2.1. Describe process for data gathering and analysis

- Identify individual representing the school authorized as contact on issues and questions related to this submission

Rachael Swards, the Lead Founder and proposed Head Administrator of Solare Collegiate is the authorized individual to contact for issues or questions related to this submission. She can be reached by phone, email, or by mail. Her contact information is as follows:

Rachael Swards
505-917-6442
rswards@solarecollegiate.org
1623 La Vega Dr SW
Albuquerque, NM 87105

- Identify process for capital planning and decision-making

Upon authorization, the Solare Collegiate Governing Board will take on the responsibility for the capital planning and the decision-making, on behalf of the school. During the 2018-2019 implementation year, the Governing Board will establish a Facilities Task Force, which will lead the search for potential facilities for Solare Collegiate. The Facilities Task Force will present potential facility options to the Finance Committee of the Governing Board, as well as make recommendations to the full Governing Board for the acquisition of the facility.

³ Lemov, Doug. (2015). *Teach Like a Champion 2.0*. San Francisco, CA: Jossey-Bass.

- Identify how community input is considered

Solare Collegiate’s design and innovative components are deeply embedded in our target community of the 87121 zip code. Members of our Founding Team have deeply engaged with our community, attending over 75 individual meetings with professionals in Albuquerque, many of whom are deeply invested in the vitality of our targeted community. Additionally, members of the Solare Collegiate Founding Team have met with Bernalillo County Commissioner Steve Quezada, Albuquerque City Councilor Klarissa Pena, and the Mayor’s Office’s Director of Constituent Services, Alan Armijo, each of whom have written letters of support for Solare Collegiate’s charter application. The Solare Collegiate Founding Team has attended events, presented at community meetings, and engaged with the community through organizations including the South Valley Economic Development Center, TAZA, ACCESS New Mexico, Excellent Schools New Mexico, Impact and Coffee, the Atrisco Heritage Foundation, the Rio Grande Educational Cooperation, The National Hispanic Cultural Center, and the Instituto Cervantes. Additionally, our team has engaged with and presented at the Alamosa Neighborhood Association and the Southwest Alliance of Neighborhoods. Solare Collegiate has also reached out to the community through tabling events at community events.

Solare Collegiate has researched several facilities options suggested by 87121 community members, and we will continue to seek community input and insight after authorization, as we are finalizing our facilities plans.

- Describe the nature of Steering Committee involvement

The Solare Collegiate Governing Board will develop a Facilities Task Force, also known as the Steering Committee, to guide the process of acquiring a facility for our school. The Facilities Task Force will meet regularly, in order to research and assess facilities options, as well as to review the next steps needed to search and prepare our facility for occupation. During each Governing Board Meeting, the Facilities Task Force will provide the Board with an update on the facilities options. **Figure 1** outlines the proposed members of the Facilities Task Force.

Figure 1- Solare Collegiate Proposed Facilities Task Force

Name	Role
Veronica Gonzales Zamora	Board Chair
Subramanian Iyer	Finance Committee Chair
Debbie Dupes	Community Advisor

Peter Lorenz	Board Member
--------------	--------------

1.3. Serving the Community

Solare Collegiate Charter School prides itself on being a school that is highly reflective of the community it is proposing to serve. This is demonstrated by the innovative components of our school, our Heritage Spanish language program and our New Mexico Culture enrichment course, which were added to our instructional design after receiving feedback from the community. We envision the Solare Collegiate facility being a space that not only allows us to fulfill our mission of preparing our students to excel at the high schools and colleges of their choice, as well as be a space for building a strong community for the families of our students and the families in the communities around us. The future facility of Solare Collegiate will host our monthly Governing Board meetings, monthly Advisory Council, monthly “cafacitos” with the principal, monthly “Family Universities,” as well as other family and community events to engage the community with the happenings at Solare Collegiate. In addition, Solare Collegiate is in the process of solidifying community connections with organizations that support our community, including the Insitituto Cervantes, ACCESS NM, and the Hispano Chamber of Commerce, among others.

2. PROJECTED CONDITIONS

2.1. Programs and Delivery Methods

2.1.1. Programs overview

- Overview of Proposed Educational Programs and Facilities (if applicable)

Solare Collegiate Charter School is a proposed grades 5-8 middle school, with a focus on college preparatory education. Our school is established on the belief that rigorous academics, individualized supports, and character development will equip our students to excel at the high schools and colleges of their choice. Our educational program includes 130 minutes of traditional literacy instruction, 100 minutes of math instruction, science, social studies, and physical education. Additionally, Solare Collegiate includes a Heritage Spanish language program, incorporating speaking, listening, reading, and writing skills in Spanish, and a New Mexico Culture enrichment course.

Our proposed facility needs are similar to that of a traditional middle school, but at a smaller scale. Our maximum enrollment tops out at 416 students, but we will utilize a slow growth model, beginning with 156 students. Our facility square footage needs will start off smaller in our initial years, growing until Year 5, our first year at full capacity.

We have been working with Debbie Dupes at CBRE to search for potential facilities in our target community. Through this work, we have identified several facilities as possibilities for Solare Collegiate, including a space at the Rio Grande Distribution Center

at 530 Airport Drive NW, Albuquerque, New Mexico, 87121. For the purposes of the Facilities Master Plan, we will write to using this specific facility.

- Potential Joint Use Facilities

Solare Collegiate is open to using a single occupant or joint use facility. Our current prospective locations include a single occupant location as well as joint use facilities. The most pertinent need for a potential facility is the ability to grow from approximately 11,700 square feet of space in Year 1 to 25,884 square feet at full capacity in Year 5. Ideally, our potential facility will have a secure outdoor space for recess and physical education use.

Additionally, we intend to partner with an after school program provider, in order to offer our students and their families for additional learning and extracurricular opportunities. The after school programming provider will use our facility to host the programming.

- Proposed Instructional Program

Solare Collegiate Charter School's mission includes rigorous academics and individualized supports, in order to prepare students to excel at the high schools and colleges of their choice. To achieve that goal, our instructional program includes alignment to the New Mexico Common Core State Standards, the New Mexico Standards, and the newly adopted Next Generation Science Standards. Our instructional delivery will balance high quality instruction of rigorous grade-level work with supporting student skill gaps with remediation and a focus on foundational content.

At Solare Collegiate, we believe that literacy is foundational. For that reason, each of our classes are taught from the lens of literacy. Each day, our students will have two 50 minute blocks of literacy, one block a traditional English/Language Arts class and the second a Textual Analysis block, dedicated to an intensive focus on Common Core State Standard 1 (Citing Textual Evidence), annotation skills, and oral literacy. Both the Social Studies and Science block will apply the skills taught in the Textual Analysis block. Additionally, both math blocks will include written and oral literacy components, including a dedicated reading aloud during the Foundational Math block, displaying how math plays out in literature. Additionally, students have a daily 30 minute independent reading block, where students read books of their choice, at their independent reading level.

Students will receive 100 minutes of math instruction each day, through two distinct 50 minute blocks. The first block will focus on foundational math skills, including mental

math, basic skills, and math in literature. The second block is a Conceptual Math class, aligned to the rigorous grade level New Mexico Common Core State Standards.

Finally, Solare Collegiate is proposing physical education, heritage Spanish, and New Mexico Culture enrichment blocks to provide our students with a well rounded, rigorous education.

- Instructional Organization (grade levels, groups, academies)

Solare Collegiate is proposing a grades 5-8 middle school, with a total enrollment of 416 students. Each grade level will consist of 104 students, divided into four cohorts of 26 students. Utilizing a slow-growth model, we will begin with a class of 52 fifth graders (2 cohorts) and 104 sixth graders, adding a class of 104 fifth graders each year. The fifth and sixth grade will be considered the Lower Academy, with an intensive focus on intervention and closing academic gaps. The seventh and eighth grades will be considered the Upper Academy, with a purposeful focus on high school and college preparation. The fifth grade will follow a traditional middle school model, including teacher specialization.

- Alternative Methods of Educational Program Delivery

Solare Collegiate is a proposed middle school, with an atypical starting point, fifth grade as opposed to the traditional sixth grade start. We are proposing this atypical starting point, because we believe we need more time with our students, in order to make transformational academic growth to which we committed in our charter application. In addition, our middle school students will not switch classes each period. Instead, our teachers will move from classroom to classroom. This will increase the amount of instructional time each day, as well as give students a sense of ownership of the classroom space. We also believe that this will reduce the opportunities for bullying, which often happens during unstructured transition periods.

- Scheduling Approach (periods, block schedule)

Solare Collegiate is proposing an extended day and extended school year schedule. The doors of Solare Collegiate will open at 7:20am for breakfast, with the formal school day beginning at 7:40am. The school day will conclude at 4:15 on Monday through Thursday, and at 2pm on Friday. The early dismissal on Friday gives Solare Collegiate staff an opportunity for regular professional development. Our students will remain in their classroom all day, with the exception of enrichment classes. The teachers will transition from room-to-room, in order to maximize instructional time, as well as giving students a sense of ownership of the classroom space.

Our schedule is made up of eight 50 minute blocks, including the core content area classes, a 30 minute independent reading block, a 20 minute AM Advisory period and a 15 minute PM Advisory period. Additionally, students have 30 minutes for lunch and an optional 20 minutes for breakfast.

- Anticipated Special Curricular and Extracurricular Activities

Solare Collegiate Charter School plans to include Physical Education, Heritage Spanish, and New Mexico Culture enrichment classes. In our facility plan, we need to ensure that there is space, ideally both indoor and outdoor space, for the Physical Education enrichment. The latter two enrichments can be conducted in the regular education classrooms. However, the vision for our fully developed facility includes a multipurpose space for enrichment. Each Friday, Solare Collegiate will gather as a school for a Community Meeting, where student successes are celebrated, as well as maintaining whole school culture building. The Community Meeting necessitates a space large enough to house our students.

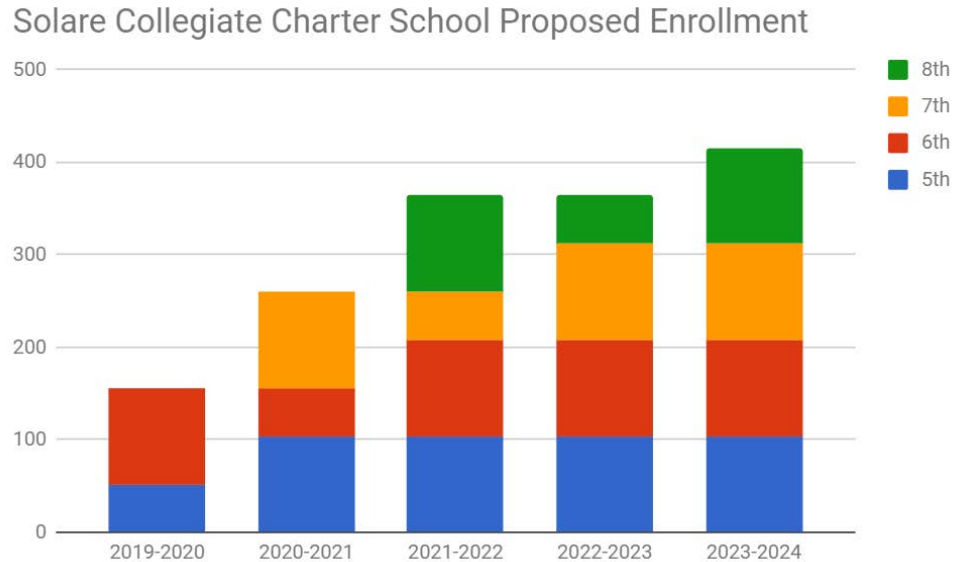
2.2. Proposed Enrollment

2.2.1. Plans for Phased Enrollment

- Provide a graph of projected enrollment cap, if incremental

Solare Collegiate Charter School is proposing a maximum enrollment of 416 students. In Year 1, we intend to open with 156 students, and then use a slow grow model, adding 104 fifth graders each year, until reaching maximum enrollment in Year 5. Because of our atypical starting point of fifth grade, we are proposing a smaller group of fifth graders during our founding year. We believe in following years, Solare Collegiate will develop a strong reputation, making recruitment of fifth graders less challenging. The enrollment cap per grade will be 104 students.

Figure 2- Solare Collegiate Enrollment Graph



- Five-Year Post Occupancy Projection of Attendance by Grade Level

Figure 3- Enrollment Plan

	Year 1	Year 2	Year 3	Year 4	Year 5
5th Graders	52	104	104	104	104
6th Graders	104	52	104	104	104
7th Graders		104	52	104	104
8th Graders			104	52	104
Total Students	156	260	364	364	416
Student/Teacher Ratio	15:1	16:1	16:1	16:1	16:1

2.2.2. Classroom Loading Policy

- Anticipated Class Loading Policy (student teacher ratio)

Solare Collegiate Charter School intends to have 26 students per classroom in each of the four grades. Each grade level will have four cohorts of 26 students, totaling 104 students per grade level. With our staffing model, the student to teacher ratio will be 16 students to every one teacher.

2.2.3. Classroom Needs

- Classroom Needs

Based on our targeted enrollment, we will need six general classrooms in Year 1 and grow to needing 16 classrooms in Year 5 at full capacity. In order to meet the requirements of NMAC 6.27.30.13, we will need classrooms that are at least 832 square feet for our fifth grade classrooms, and at least 728 square feet for the grades six through eight classrooms. Additionally, each classroom will have at least 52 square feet of storage space. Per NMAC 6.27.30.14, classrooms that are used for science instruction in seventh and eighth grade need to be at least as large as the general classroom requirements, with the required science fixtures and equipment, as well as at least 80 square feet for a secured, well-ventilated storage and prep space. The 80 square feet of storage and prep space can be shared between classrooms. As we intend to have our students remain in the same classroom all day, all of our seventh and eighth grade classrooms will be equipped with the required science fixtures and equipment.

Figure 4- Total Classroom Square Footage Needs By School Year

School Year and Grade Levels	# of Classrooms Total	Square Footage Per Classroom	Classroom Square Footage Total Needed
2019-2020 5th & 6th grade	6	(2) 5th: 832 sq. ft. (4) 6th: 728 sq. ft.	4,576 sq. ft.
2020-2021 5th-7th grade	10	(4) 5th: 832 sq. ft. (6) 6th-7th: 728 sq. ft. (2) Prep: 80 sq. ft.	7,856 sq. ft.
2021-2022 5th-8th grade	14	(4) 5th: 832 sq. ft. (10) 6th-8th: 728 sq. ft. (4) Prep: 80 sq. ft.	10,928 sq. ft.
2022-2023 5th-8th grade	14	(4) 5th: 832 sq. ft. (10) 6th-8th: 728 sq. ft. (4) Prep: 80 sq. ft.	10,928 sq. ft.
2023-2024 5th-8th grade	16	(4) 5th: 832 sq. ft. (12) 6th-8th: 728 sq. ft. (4) Prep: 80 sq. ft.	12,384 sq. ft.

- Other Spaces

In addition to the classroom spaces, Solare Collegiate Charter School will need additional space in the facility to support the mission of the school. The additional spaces include administrative office, food service, special education, physical education space, an enrichment classroom/multipurpose space, janitorial space, teacher

workroom, and restrooms. Depending on the facility, it is possible that spaces could double in usage, such as a cafeteria space doubling as the physical education space. Outlined in **Figure 5** are our additional space needs. The square footage requirements are informed by NMAC 6.27.30.

Figure 5- Additional Spaces and Square Footage Needs

Additional Spaces	Approximate Square Footage Needs
Administrative Offices	1000 sq. ft.
Cafeteria	2,100 sq. ft.
Serving Kitchen	200-250 sq. ft.
Special Education Room	450-750 sq. ft.
Physical Education Space	5,200 sq. ft.
Enrichment & Multipurpose	1000 sq. ft.
Janitorial Space	500 sq. ft.
Teachers Workspace	1,500
Restrooms	1,200 sq. ft.
Additional Spaces Total Sq. Ft.	13,150-13,500 sq. ft.

In Year 5, the point at which we hit full capacity, Solare Collegiate estimates we will need between 25,534-25,884 square feet of facility space. This number includes the minimum numbers of square footage needed for classroom space, as well as the additional space outlined above.

2.3. Site and Facilities (if applicable)

2.3.1. Location/Site

- Location

Solare Collegiate has inquired about the availability of publicly owned facilities. Albuquerque Public Schools responded, indicating that they do not currently have, nor do they anticipate any in the future, vacant district facilities in our targeted community. We also reached out to Bernalillo County and the City of Albuquerque, but we have not received a response to our request. As such, we have begun to review privately owned facilities and land. Presented in this document is one of the options we are currently reviewing.

Address: 530 Airport Drive NW, Albuquerque, New Mexico, 87121

The facility is located in our target zip code, on Airport Drive NW, just a couple miles south of I-40.

Figure 6- Map of Prospective Location



- Description of Sites and Facilities

The 530 Airport Drive NW facility is a manufacturing and distribution space that is a part of the larger Rio Grande Distribution Center. It has 37,940 square feet of space available for lease, which would support our needs through full capacity. Because the location is currently a manufacturing and distribution space, the facility does not currently have spaces divided into classroom-like spaces. The open spaces provides us with the opportunity to design the classroom spaces to meet our needs and to the specifications outlined by NMAC 6.27.30. We anticipate the space needing significant renovations to meet facility requirements and the needs of our school.

- Reasons for Desired Area

Solare Collegiate selected the 87121 zip code as our targeted community after a review of the current academic performance of schools across Albuquerque and the availability of charter schools in those communities. In the 87121 zip code, only 6% of eighth graders leave middle school proficient in math, and only 11% of the eighth graders leave middle school proficient in English/Language Arts. Additionally, the zip code has three charter schools, each of them catering to students who are identified as “at-risk.” There is not a college preparatory focused charter school for middle school students in 87121 currently. Each of these reasons made 87121 our target zip code for location, as well as

the target for our student recruitment efforts. If authorized, as a state charter school, any student in the state of New Mexico has the right to participate in our school lottery, but our targeted recruitment will be focused on the 87121 zip code, as an area of great need.

Figure 7- Image of Prospective Location



Link to Listing: <http://www.loopnet.com/Listing/530-Airport-Dr-NW-Albuquerque-NM/11280898/>

Figure 8- Listing for Prospective Location

Rio Grande Distribution Center

530 AIRPORT DR. NW, ALBUQUERQUE, NM

Accelerating success.

Lease Details

Available Space:	37,940 SF
Land Size:	7.13 ACRES
Lease Rate:	See Agent
Lease Type:	NNN
Zoning:	IP

Location

The Rio Grande Distribution Center is located 1 mile south of Interstate 40 and 7 miles from Interstate 25. The property is located in the Meridian Business Park, a 140 acre Class A Industrial Park. The property is ideal for manufacturing and distributing.

Building Amenities

- > Concrete tilt wall construction
- > ESFR (Early Suppression, Fast Response) Fire System Protection with 10' line
- > Large 180' truck court with 60' concrete apron
- > 28' ceiling clear height
- > Column Spacing 40' X 55'
- > 6" reinforced concrete slab, rated at 4,000 psi
- > 1.15/1,000 Parking Ratio

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Figure 9- Floor Plan of Prospective Location

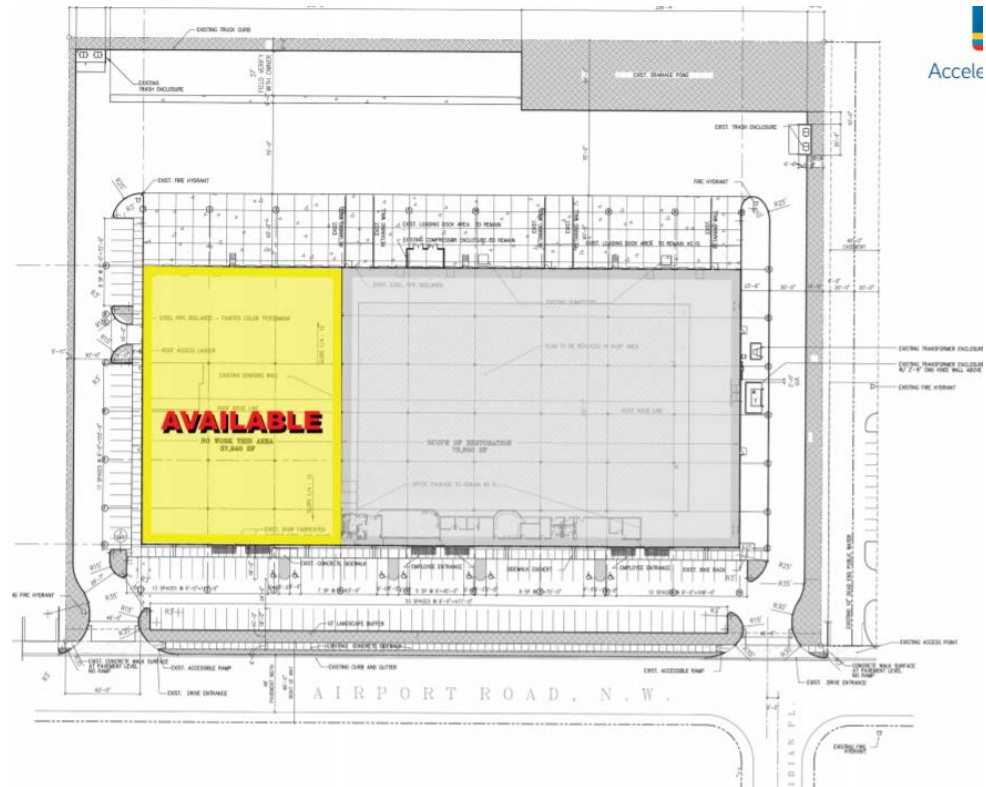
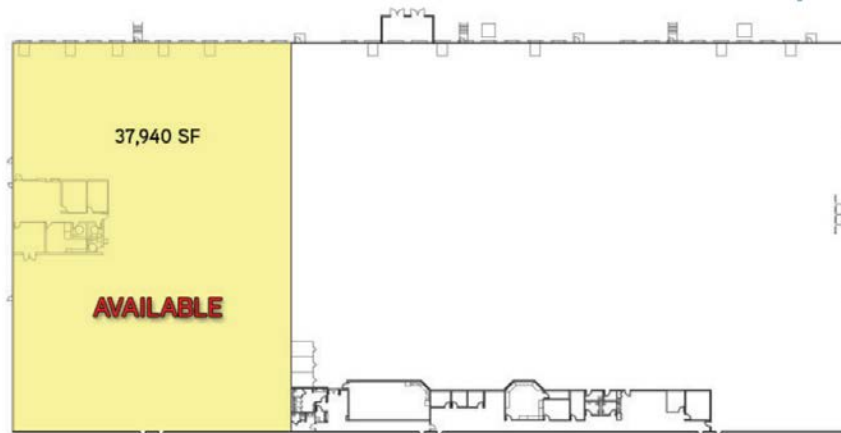


Figure 10- Floor Plan of Prospective Location



2.3.2. Facility Evaluation (If applicable)

- Summary of the Facility Condition Evaluation (FAD Executive Summary Report)

The 530 Airport Drive NW facility includes 37,940 square feet of available space and is a part of the Rio Grande Distribution Center. This facility has enough space for us to grow into at full capacity. Because the space has not previously been used for school occupancy, we recognize that the space will likely need updates in the plumbing and electrical, in order to be deemed acceptable for student occupancy. Additionally, as the

space is currently intended for manufacturing and distribution, the owner will need to take on significant renovations, including internal walls and bathrooms.

The facility has not yet been evaluated by the PSFA for code and adequacy. After authorization, we will continue to research this and other available facilities in the 87121 zip code, so we are able to identify the top choice for PSFA to evaluate for code and adequacy.

2.4. Utilization Analysis (if applicable)

At this point, the PSFA has not evaluated the facility outlined in this Master Plan for code, adequacy or special factors for facility use.

2.5. Facility Maintenance (if applicable)

At this point, the PSFA has not evaluated the facility outlined in this Master Plan for code, adequacy or special factors for facility use.

3. PROPOSED FACILITY REQUIREMENTS (Ed Spec)

3.1. Facility Goals and Concepts

3.1.1. Goals to be Met by School Facility

The goal of our proposed facility is to be a location that can support the fulfillment of the Solare Collegiate mission--preparing students to excel in the high schools and colleges of their choice. More specifically, we need a facility that will fulfill the general education classroom, special education space, enrichment classrooms, and common area needs in order to provide our students with the rigorous academics, individualized supports, and character development to fulfill the mission of our school. Overall, our facility needs are similar to that of a traditional district school. We need a space that is safe for students and staff, while also supporting the goals of our academic programming.

For our general education classrooms, we need a space that will accommodate whole class and small group lessons, as well as space for alternative seating. Whole class lessons will be conducted at tables or desks, while small group instruction will be conducted at a horseshoe table. Additionally, our general education classrooms will need to accommodate classroom library space. Both 7th and 8th grade classrooms will be equipped with the required equipment for science instruction.

Solare Collegiate will utilize a slow growth model-- in Year 1, we will have 156 students and hitting capacity at 416 students in Year 5. This makes out needs for a facility a slow

growing need as well. Ideally, we will locate in a facility that allows us to grow based on our need, developing a full capacity plan and building out the space from year to year. Solare Collegiate will find a building that is in compliance with NMSA 22-8B-4.2 (“Charter School Facilities; standards”) and HB-283. This includes finding a building that meets all mandates for building ownership, lease-purchase arrangement approvals, statewide adequacy standards, private owner financial responsibility, private owner responsibility to meet adequacy standards, and fulfill the requirements related to the availability and adequacy of public buildings.

3.1.2. Concepts

- Safety and Security

Solare Collegiate is dedicated to providing a safe and secure space for our students and our staff. That includes the purposeful organization to space usage outside the physical building, ensuring safe and efficient drop-off procedures for our families. Our facility will utilize a doorbell and buzzer system, keeping our exterior entrances secured at all times. Additionally, each classroom will include a secure, lockable door. Our facility will adhere to all fire and safety codes, including an adequate fire alarm and sprinkler system. Our facility will have clearly identified spaces, indoors and out, for emergencies. Finally, our school will be accessible to all individuals with disabilities, per the 2002 Americans with Disabilities Act.

- Sustainability

Solare Collegiate strives to meet the needs of our students while also being environmentally conscious, with a focus on sustainability. This includes a purposeful use of resources within our building, utilizing natural lighting as much as possible, purchasing more efficient lighting, as well as encouraging our students to use reusable water bottles.

- Flexibility

Solare Collegiate intends to use all spaces for multiple purposes. Classrooms and common spaces will be used for instruction daily, including for whole class and small group instruction. Special education services will be provided in the general education classroom, in the dedicated special education classroom space, as well as in the multipurpose and common spaces. Our teacher workspace will serve as a traditional workspace for classroom preparation, but also as an office space for intellectual work, encouraging teachers to collaborate.

- Community Use

Solare Collegiate will host monthly events to encourage our families and communities to get to know Solare Collegiate. This includes more informal cafacitos with the Principal during the school day, as well as the more formally organized Family University, focused on providing Solare Collegiate families with support in understanding our school systems, preparing for high school and college attendance, and other needs of our families. As we establish ourselves in the 87121 community, we hope to have other opportunities to engage with our community in a meaningful way, making Solare Collegiate a community pulse point.

- Utilities

The utilities needs of Solare Collegiate will be similar to that of a district school. The facility will need appropriate HVAC systems, updated lighting and electrical capacity, and adequate plumbing and restroom facilities for students and staff. Students and staff will also need access to water fountains. Our cafeteria space will need plumbing and electrical capacity that can support a prep sink, warming station, and commercial grade refrigerator.

- Conceptual Building Layout

Each of our classrooms and supporting spaces must meet the requirements outlined in NMAC 6.27.30 and by the PSFA. As such, each of our classrooms will, at minimum be 728 (6th-8th grade) to 824 (5th grade) square feet. Additionally, all supporting spaces will meet the minimum requirements outlined in NMAC 6.27.30. Our concept map can be found as **Attachment C**.

4. CAPITAL PLAN

4.1. Total Capital Needs

The Solare Collegiate Founding Board is in the planning stages for a robust development and fundraising plan, in order to support the August 2019 opening of the school and the acquisition of a facility. Upon authorization by the Public Education Commission, the Solare Collegiate Governing Board will actively seek out a suitable facility, as well as develop a plan for capital projects and the purchase of necessary equipment. The Governing Board of Solare Collegiate has begun working with CBRE and development fund organizations, in order to discuss financing options.

5. MASTER PLAN SUPPORT MATERIAL

5.1. Sites and Facilities Data Table (if applicable)

Solare Collegiate is still in the process of researching facilities options, and we will complete the table outlined below after authorization and the selection of a facility.

Name of facility (if applicable)	
State identification number	
State identification number	
Physical address	
Date of opening	
Dates of major additions and renovations	
Facility Condition Index (FCI) N.M. Facility Condition Index (NMCI)	
Site owned or leased	
Total building area gross sq/ ft.	
Site acreage	
Total number of permanent general classrooms	
Total number of permanent specialty classrooms	
Total number of portable classrooms	
Total number of classrooms	
Percentage of portable classrooms compared to total number of permanent classrooms	

Total enrollment current year (40th day count), if available	
Number of gross sq. ft per student per school facility	

5.2. Site Plan (if applicable)

The scaled site plan will be added to this Master Facilities Plan following confirmation of our school facility.

5.3. Floor Plan (if applicable)

The scaled floor plan will be added to this Master Facility Plan following confirmation of our school facility.

5.4. Not Applicable Per Checklist

5.5. Not Applicable Per Checklist

5.6. Not Applicable Per Checklist

5.7. Not Applicable Per Checklist

5.8. Detailed Space and Room Requirements (Ed Spec) if applicable

5.8.1. Technology and Communications Criteria

Solare Collegiate will require network and wireless internet access throughout the school building, including in the administrative offices, general education classrooms, special education classrooms, enrichment classrooms, and common spaces. The network will need to accommodate high-capacity, regular use, particularly during our assessment periods. Additionally, a telephone system is needed for communication between classroom and administrative spaces, as well as for communication outside the school building. Additionally, the administrative offices will be equipped with high capacity copy machines and printers for teachers and administrative staff usage.

5.8.2. Power Criteria

Solare Collegiate will require outlets and power sources that can accommodate the technology rich environment of our school and our 2:1 chromebook program. Electrical power sources should be to current code. All classroom, office, and common spaces should have adequate electrical outlets, to meet the needs of the students and staff (including powering of laptops, projectors, document cameras, and other instructional technology).

5.8.3. Lighting and Day Lighting Criteria

Solare Collegiate intends to utilize natural lighting as much as is possible during the school day to supplement the interior lighting. Ideally, the interior lighting will be flexible, in order to accommodate the different instructional needs occurring during the school day. Per State Adequacy Standards, a level of at least 50 foot candles of well-distributed light at classroom work surfaces is required.

5.8.4. Classroom Acoustics Criteria

Solare Collegiate needs each general classroom to maintain a background noise level of less than 55 decibels, with the level of sound measured from the center of the classroom to be in compliance with the State Adequacy Standards. As we are designing our facility interior space, the placement of windows, doorways, and the HVAC systems will be taken into consideration, if at all possible, to ensure acoustics are at the most desirable levels.

5.8.5. Furnishing and Equipment Criteria

Each general education classroom should be equipped to support 26 students, including at least 26 individual student work spaces. Additionally, each classroom should be equipped with a small group workspace, preferably a horseshoe style table and chairs. Each classroom space should have a projector, dedicated classroom library space, and a digital presenter, as well a dedicated space for classroom and teacher supplies.

5.8.6. Criteria sheets

5th Grade Classrooms	
Quantity of Spaces Required	4
Square Footage Per Space	At least 832 square feet
Communications	Telephone lines, network and wireless internet
Flooring	Laminate tile
Power & Technology	Duplex power outlets, enough to meet the needs of a technology infused classroom
Equipment	Large mounted whiteboard, ceiling mountable projector, digital presenter, projection screen, bulletin board

Furnishings	26 student desks, 26 chairs, horseshoe table with 9 chairs, large area rug, 2 teacher chairs, 2 large bookshelves
Other	2 containers for trash and recyclables

6th-8th Grade Classrooms	
Quantity of Spaces Required	12
Square Footage Per Space	At least 728 square feet
Communications	Telephone lines, network and wireless internet
Flooring	Laminate tile
Power & Technology	Duplex power outlets, enough to meet the needs of a technology infused classroom
Equipment	Large mounted whiteboard, ceiling mountable projector, digital presenter, projection screen, bulletin board
Furnishings	26 student desks, 26 chairs, horseshoe table with 9 chairs, large area rug, 2 teacher chairs, 2 large bookshelves
Other	2 containers for trash and recyclables

Science Prep Room	
Quantity of Spaces Required	4
Square Footage Per Space	At least 80 square feet
Communications	Telephone lines, network and wireless internet
Flooring	Laminate tile
Power & Technology	Duplex power outlets
Equipment	Ventilation, grade appropriate equipment and materials

Furnishings	Open shelves, secured, locked cabinets,
Other	2 containers for trash and recyclables

Administrative Offices	
Quantity of Spaces Required	1 (with 3 private offices)
Square Footage Per Space	1000 square feet
Communications	Telephone lines, network and wireless internet
Flooring	Carpet
Power & Technology	Duplex power outlets adequate to support high volume copiers and printers
Equipment	High volume copiers and printers
Furnishings	Front reception desk, 5 waiting area chairs, 5 administrator desks, 5 rolling office chairs, 2 fireproof filing cabinets
Other	2 containers for trash and recyclables, adult restroom attached or adjacent to administrative office

Common Space⁴	
Quantity of Spaces Required	1
Square Footage Per Space	5,200 square feet
Communications	Telephone lines, network and wireless internet
Flooring	Laminate
Power & Technology	Duplex power outlets adequate to support a food warmer and high capacity refrigerator in the kitchen area
Equipment	Speakers, Audio-Visual equipment

⁴ For the purposes of this report, the Common Space is inclusive of both the cafeteria and the physical education space. We anticipate combining these two spaces for efficiency and cost effectiveness.

Furnishings	Foldable cafeteria tables, retractable bleachers
Other	2 containers for trash and recyclables, restrooms/locker room space, separate serving kitchen of 200-250 sq. ft.

Special Education Classroom	
Quantity of Spaces Required	1
Square Footage Per Space	450-750 square feet
Communications	Telephone lines, network and wireless internet
Flooring	Laminate tile
Power & Technology	Duplex power outlets adequate to support all technology equipment
Equipment	Large mounted whiteboard, ceiling mountable projector, digital presenter, projection screen, bulletin board
Furnishings	5 student desks, 5 chairs, horseshoe table with 5 chairs, large area rug, 2 teacher chairs, 2 large bookshelves
Other	2 containers for trash and recyclables

Enrichment Classroom/Multipurpose Room	
Quantity of Spaces Required	1
Square Footage Per Space	1000 square feet
Communications	Telephone lines, network and wireless internet
Flooring	Laminate tile
Power & Technology	Duplex power outlets adequate to support all technology equipment
Equipment	Large mounted whiteboard, ceiling mountable projector, digital presenter, projection screen,

	bulletin board
Furnishings	50 folding chairs, 10 foldable tables
Other	2 containers for trash and recyclables

Janitorial Space	
Quantity of Spaces Required	1
Square Footage Per Space	500 square feet
Communications	n/a
Flooring	Concrete with a drain
Power & Technology	Duplex power outlets
Equipment	Janitorial sink, slab sink, large trash barrels on wheels
Furnishings	Open shelving
Other	

Teacher Workspace	
Quantity of Spaces Required	1
Square Footage Per Space	1500 square feet
Communications	Telephone lines, network and wireless internet
Flooring	Carpet
Power & Technology	Duplex power outlets adequate to support all technology equipment
Equipment	High volume copier and printer, laminating machine, paper cutter
Furnishings	25 compact adult desks, 25 desk chairs, mounted shelving, 25 2-drawer file cabinets on wheels, 2 work tables
Other	2 containers for trash and recyclables

Restrooms	
Quantity of Spaces Required	4 (2 male, 2 female)
Square Footage Per Space	300 square feet
Communications	n/a
Flooring	Laminate tile
Power & Technology	n/a
Equipment	Bathroom stalls, toilets, sinks, soap dispenser, paper towel dispenser
Furnishings	n/a
Other	2 containers for trash and recyclables

5.9. Submission

- 5.9.1.** Final hardcopy placed in a three-ring binder
- 5.9.2.** Final electronic copy

Appendix E- PSFA Master Facility Plan

Rachael Sowards
1623 La Vega Dr SW
Albuquerque, NM 87105
505-917-6442
rsewards@solarecollegiate.org

April 2, 2018

Superintendent Raquel Reedy
Albuquerque Public Schools
6400 Uptown Blvd NE
Albuquerque, NM 87110

CC: Kizito Wijenje, Executive Director, Capital Master Plan
CC: Elizabeth Halpin, Acting Senior Planner/Manager

Dear Superintendent Reedy,

On behalf of the Solare Collegiate Founding Team and proposed Governing Board, I am writing formally and respectfully to inquire about facilities options owned by Albuquerque Public Schools, per the requirements of the Public Schools Facilities Authority (PSFA) of New Mexico. The Founding Team of the proposed Solare Collegiate Charter School requests a list of facilities owned by Albuquerque Public Schools that are currently unoccupied, partially occupied, or expected to be unoccupied in the next year. Specifically, we are interested in any facilities that would be unoccupied, partially occupied, or expected to be unoccupied in the next year in the 87121 and surrounding zip codes (87105 and 87120).

The Solare Collegiate Founding Team appreciates your openness to communication and willingness to collaborate with our team, as we prepare to found a charter middle school in southwest Albuquerque. If you have any questions or updates, please reach out to us using the contact information listed above. On behalf of the entire Solare Collegiate Founding Team, we thank you for your time and open lines of communication.

Sincerely,

Rachael Sowards
505-917-6442
rsewards@solarecollegiate.org



PSFA Request

Wijenje, Kizito <wijenje@aps.edu>

Mon, Apr 2, 2018 at 10:26 AM

To: Rachael Swards <rsewards@solarecollegiate.org>

Cc: "Halpin, Elizabeth M" <elizabeth.halpin@aps.edu>, "Reedy, Raquel M" <reedy@aps.edu>, "Elder, Scott" <elder_s@aps.edu>, "Escobedo, Joseph D" <escobedo_j@aps.edu>

Ms. Swards,

The Albuquerque Public Schools District (APS) does not have any Schools or facilities that are currently unoccupied, partially occupied, or expected to be unoccupied in the next year.

However, APS may have portable classroom buildings available for your school to use contingent a memorandum of understanding and availability. Your school will have to move them and install them at a site that you either lease or own at your expense. Please email me when you are ready for this.

Thank you.

Kizito Wijenje, AICP

Executive Director, Capital Master Plan

Albuquerque Public Schools

Capital Master Plan Department

Lincoln Building 2nd Floor Suit #9

915 Locust Street SE 87106

P.O. Box 25704

Albuquerque, NM 87125-0704

E-mail: wijenje@aps.edu

Web Site: <http://www.apsfacilities.org/>

Fax: 505-848-8824

Phone: 505-848-8875

From: Rachael Swards [mailto:rsewards@solarecollegiate.org]

Sent: Sunday, April 01, 2018 2:59 PM

To: Reedy, Raquel M

Cc: Wijenje, Kizito; Halpin, Elizabeth M

Subject: Appendix E - PSFA Master Facility Plan
PSFA Request

[Quoted text hidden]



APS Facility Letter.docx

8K

Attachment C: Concept Layout

Common Space (including Prep Kitchen)					
8th Cohort 1		8th Cohort 2	6th Cohort 1		6th Cohort 2
8th Cohort 3		8th Cohort 4	6th Cohort 3		6th Cohort 4
7th Cohort 1		7th Cohort 2	5th Cohort 1		5th Cohort 2
7th Cohort 3		7th Cohort 4	5th Cohort 3		5th Cohort 4
Boy's Restroom		Girl's Restroom	Girl's Restroom		Boy's Restroom
Janitorial Room		Teacher Workspace			Admin Office
Admin Office		Enrichment Classroom/Multipurpose Space	Special Education Classroom		Admin Office
Staff Restroom					Staff Restroom
Administrative Space					

Note: The spacing is not to scale