



## Part E—Description of the Charter School Facilities and Assurances

### E. Facility

A description of the charter school facilities and assurances that the facilities are in compliance with the requirements of Section 22-8B-4.2 NMSA 1978.

The school must provide a narrative description of its facilities. The school should attach any facility plans or the school's Facility Master Plan in **Appendix D**.

In addition, attach a copy of the building E Occupancy certificate and a letter from the PSFA with the facility NMCI Score as **Appendix D**, indicating that the school facility meets the requirements at Subsection C of 22-8B-4.2 NMSA 1978. (If the charter school is relocating or expanding to accommodate more students.)

The school must also provide assurances that the facilities are in compliance with the requirements of Section 22-8B-4.2 NMSA 1978, including subsections A, C, and D. A template is available from the PEC's website.

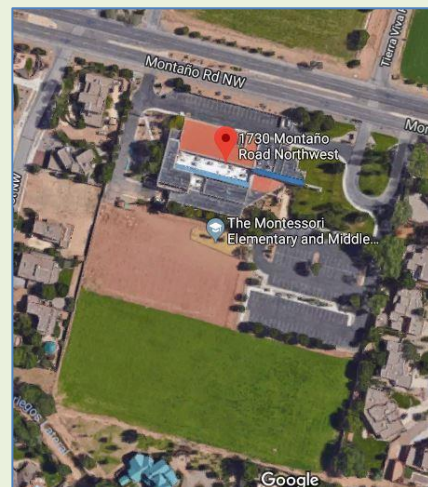
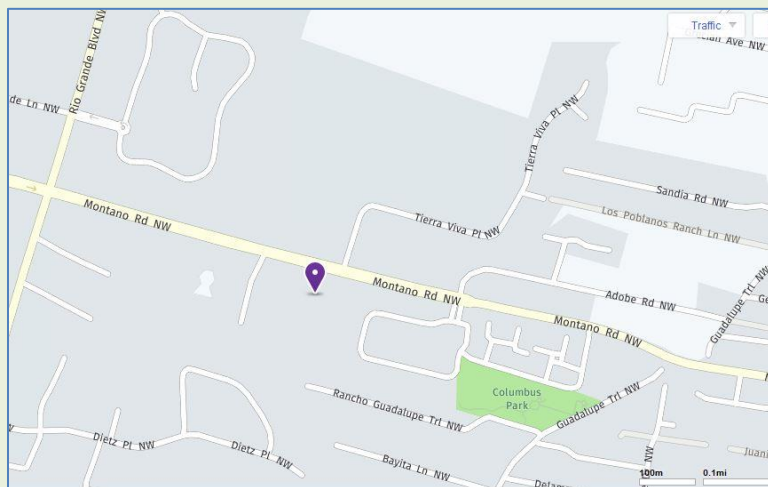
#### ***School response:***

In response to the requirements of this section, The Montessori Elementary and Middle School presents a brief narrative description of its facilities. For additional information, please review the comprehensive Facility Master Plan/Ed Specification 2015-2020 which is attached in Appendix D.

The Montessori Elementary and Middle School is located on ten acres of land in Albuquerque's North Valley at 1730 Montano Rd NW. The School's leased K-8 facility was built in 1985 and is approximately 34,785 SF. The School also operates a Pre-Kindergarten and Kindergarten program located in the North East Heights at 5801 Carmel NE, Albuquerque. The Carmel location is owned by the School and consists of two 2,400 SF buildings situated on two acres of land.

#### ***The Montessori Elementary and Middle School Campus***

The following map shows the location of the K-8 Campus accompanied by an aerial view and photographs of the exterior of the building:

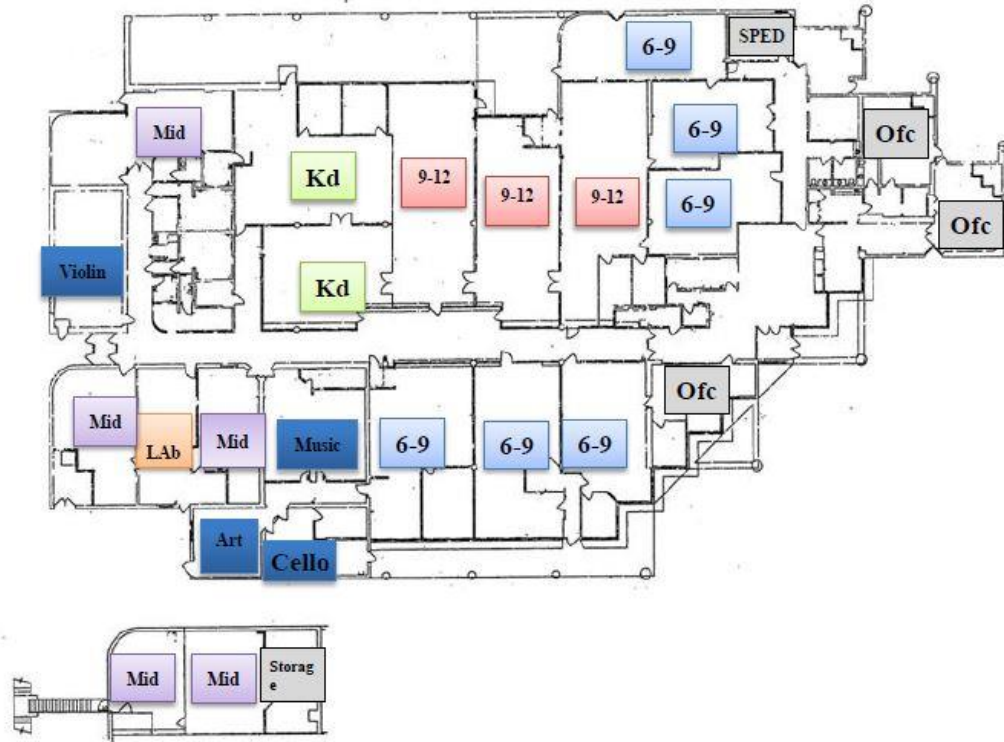


The facility accommodates and supports the school’s Montessori Philosophy, an educational method for children based on theories of child development originated by Italian educator Maria Montessori in the early 20th century. The method is characterized by an emphasis on self-directed activity on the part of the child and clinical observation on the part of the teacher. Montessori educational practice helps children develop creativity, problem solving, critical thinking, time-management skills, as well as preparing them to be productive members of society. The Montessori classroom has multiple grades in each elementary classroom. The students work in small groups on the floor or on tables requiring more space to spread out. A large classroom is essential to the elementary Montessori learning environment.

The Montessori Middle School is a hybrid model that provides additional structure and a strong foundation for increasing independence as students move through the three years of preparation for a traditional high school environment and beyond. Small middle school classes permit teachers to find their students’ strengths and insist on their best efforts. Middle School students participate in rigorous academics while being encouraged to embrace curiosity, creativity, and hard work.

Following is a floor plan and interior photographs of the Montano campus:

### 5.3 Floor Plan Montano Campus



*Note: Ages 6-9 = 1<sup>st</sup>-3<sup>rd</sup> grades; Ages 9-12 = 5<sup>th</sup>-6<sup>th</sup> grades*

Montano Campus Common Area



Montano Campus Classroom



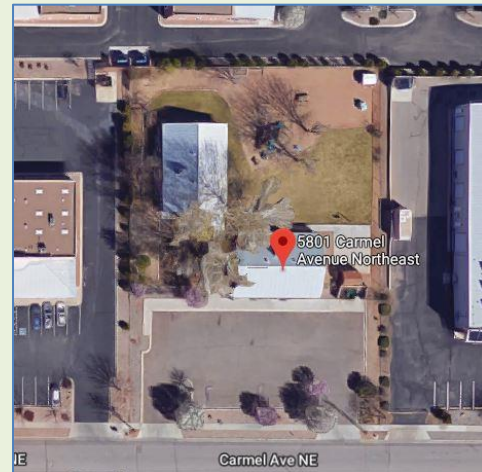




Montano Campus North Hallway

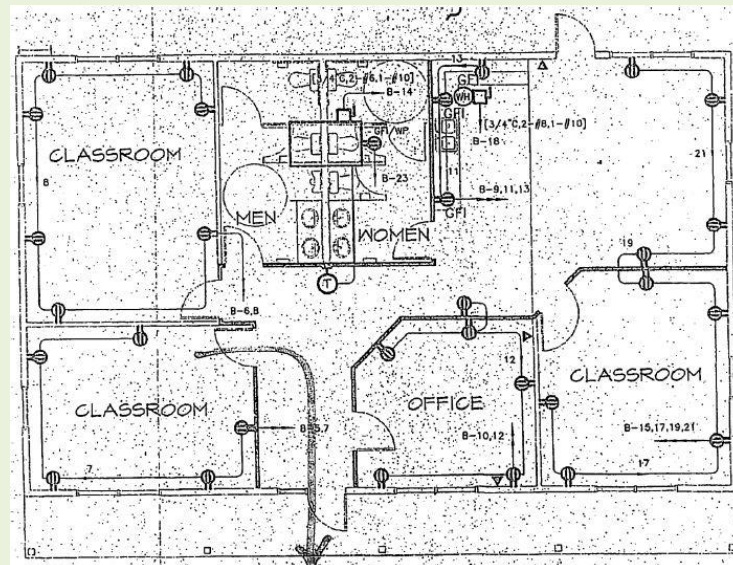
### ***The 5801 Carmel NE Pre-Kindergarten and Kindergarten Campus***

The following map shows the location of the Pre-Kindergarten/Kindergarten Campus accompanied by an aerial view and photographs of the exterior of the building:





A floor plan of the Carmel campus follows:



Additional documents attached in Appendix D include:

- D-1. Montano E Occupancy certificate
- D-2. Carmel E Occupancy Certificate
- D-3. Notarized Certification Facility Form B
- D-4. A letter from the PSFA with the facilities NMCI Scores – Montano and Carmel
- D-5. The Montessori Elementary and Middle School Facility Master Plan Education Specification 2015-2020 (updated)
- D-6. PSFA FMP Update Approval Letter

# 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 1730 Montano Rd., NW

Zip 87107

Portion of Building Tenant Improvement Change of Occupancy Partition Relocation Montessori School

Use Classification Commercial Project

Bldg Permit No. 201391670

Occupancy Group E

Type of Construction II-B Sprinklered

Land Use Zone O-1

Owner of Building Robert Sanchez

Address: 1730 Montano Rd., NW – Albuquerque, NM 87107



By: Carol S. Quintana

Date: August 14, 2013

V Land Clark  
Chief Building Official

IBC Code Year:2009

**POST IN A CONSPICUOUS PLACE**

**MAXIMUM OCCUPANT LOAD: 811**





# Certificate of Occupancy

Duplicate

City of Albuquerque  
Planning Department  
Building Safety Division

*This Certificate, issued pursuant to the requirements of Section 308 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 5801 Carmel Ave Zip

Portion of Building Two Classrooms Buildings

Use Classification Commercial Project Bldg. Permit No. 9814476

Occupancy Group E1 Type of Construction VN Land Use Zone

Owner of Building Algene Herrick Address 5801 Carmel Ave NE

Bob Williams

Chief Building Official

By: ~~Bob Williams~~ Jim Duncan

Date: September 7, 2005

POST IN A CONSPICUOUS PLACE



**CERTIFICATION B**  
**No Public Facility Available**

The undersigned hereby certify under penalty of perjury that The Montessori Elem. & Middle School has diligently sought space in public buildings and that such public buildings are not available or have been determined not to be adequate for the education program of The Montessori Elem. & Middle School

**Charter School Governing Board President**

By: A. J. Riester  
Print Name: Jill Riester  
Print Title: Board President  
Date: 4-23-19

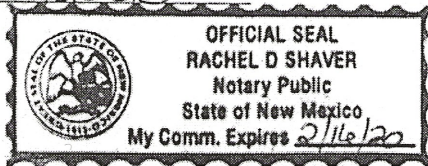
STATE OF NEW MEXICO )  
COUNTY OF Bernalillo ) ss.

On this 23<sup>rd</sup> day of April, 2019, before me, the undersigned officer, personally appeared Jill Riester, known to me to be the person whose name is subscribed to the within instrument, and acknowledged executing the same for the purpose therein contained.

Rachel D. Shaver  
Notary Public

My Commission Expires:

2/16/2020



**Charter School Principal / Administrator**

By: Mary Jane Besante  
Print Name: Mary Jane Besante  
Print Title: Executive Director  
Date: 4/23/19

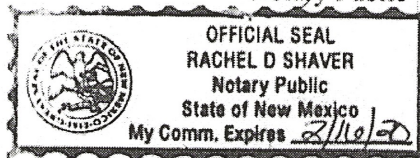
STATE OF NEW MEXICO )  
COUNTY OF Bernalillo ) ss.

On this 23<sup>rd</sup> day of April, 2019, before me, the undersigned officer, personally appeared Mary Jane Besante, known to me to be the person whose name is subscribed to the within instrument, and acknowledged executing the same for the purpose therein contained.

Rachel D. Shaver  
Notary Public

My Commission Expires:

2/16/2020



**Use note:**

This certification is intended for use by charter schools not housed in a building that is owned by the charter school, a nonprofit entity specifically organized for the purpose of providing the facility to this charter school, a school district, the state, an institution of the state, another political subdivision of the state, the federal government or one of its agencies or a tribal government or subject to a lease-purchase arrangement that has been entered into and approved pursuant to the Public School Lease Purchase Act.



**State of New Mexico Public  
School Facilities Authority**

*Jonathan Chamblin, Director; Martica Casias, Deputy Director*

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

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September 30, 2019

Stan Albrycht, Director of Finance and  
Administration/CFO  
Montessori Elementary & Middle School  
1730 Montano Road, NW  
Albuquerque, NM 87107


Dear Director Albrycht,

The current wNMCI score for your school facility located at 1730 Montano Road, NW, Albuquerque is 37.87%. The current average wNMCI is 23.07%.

Pursuant to 22-8B-4.2 NMSA 1978; if a charter school is opening or relocating their facility, it must meet or exceed the average wNMCI. Based on your current wNMCI score of 37.87 % your school facility does not exceed the current average wNMCI of 23.07%. (lower is better).

Have there been any repairs installation of new equipment at your site in the past year? New work or repairs may contribute to improving your wNMCI score.

If you have any questions regarding your score, please contact me at 505-468-0274. Regards,

Martica Casias   
Deputy Director  
Public School Facilities Authority



# **FACILITY MASTER PLAN/ ED SPECIFICATION 2015-2020**

**1730 Montano RD NW  
Albuquerque, NM 87107**

## **Introduction**

The state of New Mexico Legislature and the PSCOC has mandated that all schools, public and charter, must submit a 5-year Capital Master Plan. Charter schools in New Mexico, whether district or state-chartered, must be in public buildings by 2015.

**Year of application: 2015**

**Up Dated: May 2018**

**School's cap: 500**

In the case of a charter school, this mandate is new and presents some unique challenges due that fact that most charter schools do not have permanent facilities.

The Montessori Elementary & Middle School (TMEMS) renewed its charter to become state-authorized as of July 1, 2010 and again July 1, 2015. Prior to that, as a charter authorized by Albuquerque Public Schools (APS), TMES fell under the APS Facilities Master Plan (FMP).

## **Overview**

The selected permanent location of TMEMS is in North Valley of Albuquerque. The elementary and middle school is currently in a leased facility located at 1730 Montano Rd NW, Albuquerque in one building of approximately 34,785 SF. The Pre-Kindergarten program is located at 5801 Carmel NE, Albuquerque, in two 2,000 SF buildings. The Carmel Buildings are owned by the School and the Montano building is leased.

This Facilities Master Plan is designed as a living document to present issues to the community, the TMEMS Governing Council, and TMEMS staff for input and periodic revision. This document was prepared using a systematic process; the goal is to identify needs and allocate

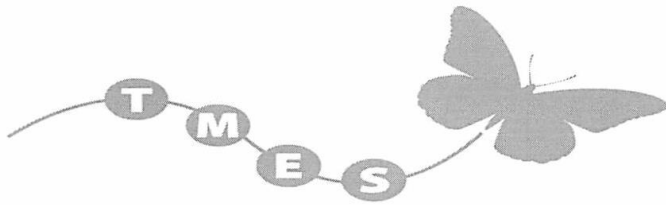


capital resources to support the expenses of acquisition and the renovation of the selected facility to meet state adequacy standards and to provide for appropriate maintenance and compliance regarding future needs and requirements.

**The master plan and educational specifications are comprised of five sections:**

- Introduction
- Section 1: Goals, Mission and Process presents the charter school's goals, mission and planning process
- Section 2: Existing and Projected Conditions presents descriptions and analyses of the school's programs and delivery methods, enrollment, site and facilities, utilization and capacity, the school's technology plan and energy management
- Section 3: Facility Requirements presents facility goals and concepts, space requirements and implementation of space needs
- Section 4: Capital Plan presents information about capital funding, needs and implementation strategy
- Section 5: Master Plan Support Material contains details about school site, facilities and evaluations

*During the planning process, the most current available editions of the Statewide Adequacy Standards, the Adequacy Planning Guide and the Charter/Alternative School Statewide Adequacy Standards Variance were reviewed in conjunction with the school's current and desired programs.*



Stanley Albrycht  
Director of Finance & Administration/CFO,  
The Montessori Elementary School  
3831 Midway NE, Albuquerque, NM 87114  
Email: [salbrycht@tmesnm.com](mailto:salbrycht@tmesnm.com)  
Phone: 505.796.0149  
Fax: 505.796.0147

To whom it may concern:  
APS Capital and Facilities  
6400 Uptown Blvd. NE  
Albuquerque NM 87110  
Attn: Kazito Wijenje & Mark Tolley  
Date: 09/15/2012

The Montessori Elementary and Middle School Is requesting space for our school that would meet our program's needs. Does APS have any space available? We are going to relocate our School over the summer and need an answer by 12/31/2012.

Thanks for your Consideration in this matter.

Mary Jane Besant  
Director  
The Montessori Elementary & Middle School

Stanley Albrycht  
Director of Finance & Administration/CFO  
The Montessori Elementary & Middle School

## 1.0 Goals & Mission

### 1.1 Goals

#### 1.1.1 Mission

We believe that learning is best achieved within a positive social atmosphere that supports each individual's unique development. TMEMS offers an accelerated program by providing a strong Montessori academic curriculum combined with a unique fine arts program including Suzuki Method, General Music, and Visual Arts. The mission of TMEMS is to encourage students grades K-8 to become responsible citizens who have the ability and desire to fulfill lifelong educational and social goals.

### **1.1.1.1 Vision**

To see children pass from one stage of independence and learning to yet a higher stage by means of special activities found within the Montessori and Suzuki Methods of education. These time-proven “Methods” were designed to fulfill the needs of children and the needs of the adults they are to become.

### **1.1.2 General Educational Philosophy**

The Montessori Philosophy is an educational method for children, based on theories of child development originated by Italian educator Maria Montessori in the early 20th century. The method is characterized by an emphasis on self-directed activity on the part of the child and clinical observation on the part of the teacher. Montessori educational practice helps children develop creativity, problem solving, critical thinking, time-management skills, as well as preparing them to be productive members of society.

TMEMS maintains fidelity to the Montessori multiage grouping philosophy as much as possible within the context of public education. Younger children learn from older children; older children reinforce their learning by teaching concepts they have already mastered.

Middle school grades 6-8 are structured in single grade classrooms; however, the Montessori philosophy, materials and methodology continue to be used at the middle school level. Because these students will be transitioning to traditional high schools, TMEMS determined that a more traditional middle school grade structure would better support that transition.

In order for self-directed learning to take place TMEMS offers a full complement of the prescribed Montessori materials and provides a classroom design that is compatible with Montessori “prepared environment”. Each teacher prepares the classroom to encourage independence, freedom within limits, and a sense of order.

All TMEMS classrooms incorporate a Peace Table. The Peace Table plays an important role in Montessori classrooms as a strategy used for problem solving and conflict resolution through peaceful and respectful communication.

Fine Arts Education is a core element of The Montessori Elementary & Middle School’s mission. All TMEMS students are immersed in music and art.

Students at The Montessori Elementary & Middle School also participate in going out trips, moving up trips, land labs and end of the year trips. These trips may include but are not limited to trips involving students doing community service for various organizations which change according to need.



Moving up trips involve students moving for one level to next. For example; 3<sup>rd</sup> graders moving up to 4<sup>th</sup> grade go on an overnight with the 4<sup>th</sup> graders to help with the transition and help build community.

Land labs are curriculum driven one day outings designed to supplement topics being taught at the time.

End of the year trips mid school trips. For example, our 6<sup>th</sup> & 7<sup>th</sup> graders are going on a 3 or 4 day trip to northern and southern New Mexico to help enrich their studies on NM. Our 8<sup>th</sup> graders are participating in an International Exchange Program.

### **1.1.3Serving the Community**

The Montessori Elementary & Middle School has developed a strong ongoing Parent Involvement and Education Program over the past ten years. Although the specific activities may vary slightly from year to year, the following chart demonstrates the range of activities in which parents, families and community members participate annually. The list below represents a minimum of activities that the parents and community can be involved in.

Meet TMEMS annual open house  
Suzuki Strings Program  
Montessori Community Collaborative (MCC)  
International Children's Day  
Jog-A –Thon  
TMEMS Conferences  
TMEMS Concerts

## **1.2Process**

### **1.2.1 Data Collection and Analysis**

- Identify individual representing the school authorized as contact on issues and questions related to this submission.
  - Contact: Stan Albrycht is the contact for submission and questions.  
Contact Info: School 505-796-0149 Cell 505-238-6258  
E-Mail salbrycht@tmesnm.com

### **1.2.2 Authority and Facilities Decision Making**

- A participatory process was used to collect information, review and analyze the school's existing educational program and facility, and establish and prioritize the capital needs of the school for the next five years.
- Gathered data on the selected buildings, include lease documents, facility and site plans.
- Conducted a site inspection of the selected facilities to access the condition of the overall facility and need renovations for state adequacy.
- Held a kick-off meeting with TMEMS staff and parent involvement group.

- Examined the educational adequacy of the selected facility's plans for the next five years and extrapolated a phased plan to reach the potential enrollment cap of 500 students.
- Identified projects and assigned priority levels.
- Presented to the TME MS staff and parent involvement group.
- Presented to TME MS Governing Council members for plan acceptance and approval.
- Submitted to PSFA for State approval.

- **Community Input**

- In addition to having staff and teacher representatives on the Steering Committee, input about the school's program and facility was also solicited from parents through our parent Montessori Community Collaborative (MCC)
- Presentation of plan to Parent and student groups.
- Held meetings with committee to go over facilities location and layout
  - Stan Albrycht-Director of Finance & Administration
  - Mary Jane Besante-Executive Director
  - Rachel Jones -Parent
  - Jill Reister -Board Member
  - Amy Romero-Teacher
  - Emily Shaver -Student

- **Steering Committee**

- The school put together a Steering Committee with representatives from across the community including: members of the Governing Board, teachers, staff, parents & administrators.
- Steering Committee meetings were held between August and December of every year to review the school's mission, educational program, and facility assets and needs. Decisions regarding the content for the Facility Master Plan were made by participatory process.

Steering Committee Members:

- Stan Albrycht-Director of Finance & Administration
- Mary Jane Besante-Executive Director
- Rachel Jones -Parent
- Jill Reister -Board Member
- Alissa Sanchez-Teacher
- Emily Shaver

- **Staff and Student Input**

- Steering Committee Members interviewed school staff, parents and students as part of the process.

## **2.0 Projected Conditions**

### **2.1 Programs and Delivery Methods**

#### **2.1.1 Programs Overview**

TMEMS students will utilize other community resources as part of their TMEMS education. Here are the regular programs scheduled for the 2017-18 school year on campus and in the community:

##### **Parent Education**

Montessori Education is unique. TMEMS strives to educate all families in the Montessori philosophy, Montessori teaching methods, and the history of Maria Montessori herself. The dedicated staff at TMEMS will offer several opportunities throughout the year for parents to become more educated about the teaching method and history through various Montessori Overview/Parent Education Nights. All parents are strongly encouraged to attend these presentations. Some of the Parent Education things we include: an 'Anti-Bullying Night' discussion with James Vautier in August, monthly classroom newsletters with Montessori topics or articles attached, and 'Moving up' parent meetings for all the levels at the end of April/beginning of May. The Moving Up meetings educate parents on exactly what to expect when their child moves up to the next level, for example, Kindergarten students moving up to 1<sup>st</sup> grade, 5<sup>th</sup> grade students moving up to middle school, etc. We invite current parents and new incoming parents to join these meetings.

##### **Montessori Community Collaborative (M.C.C)**

Our monthly parent group, Montessori Community Collaborative (or M.C.C. for short) is another way to engage parents. This is our version of an enhanced PTO group, Montessori style. Parents were invited to join us, every second Monday of the month, in support of our students, staff and the school in general. This group was all about community building, parent engagement in their child's education, school fundraising, volunteering, parent involvement at our school, Montessori parent education and more! We switched between 9:00 am and 4:00 pm every month in an effort to meet the schedule needs of more families. M.C.C. meeting dates and times for the year were:

- o Monday, November 13th @ 9:00 am



- o Monday, December 11th @ 4:00 pm
- o Monday, January 8th @ 9:00 am
- o Monday, February 12th @ 4:00 pm
- o Monday, March 12th @ 9:00 am
- o Monday, April 9th @ 4:00 pm
- o Monday, May 14th @ 9:00 am

### **Beginning of the Year Trips:**

- o *Camp Oro Quay*: Our 6<sup>th</sup> and 7<sup>th</sup> grade students start the school year off with an overnight community trip to Camp Oro Quay, in the Sandia Mountains. 6<sup>th</sup> & 7<sup>th</sup> grade students arrive on the first day of school, Monday, August 6th by 8:30 am with their gear. They return after the end of the school day Tuesday, August 7<sup>th</sup>. At Camp Oro Quay, students will participate in meetings to review middle school policies & procedures-including dress code, behavior policies and consequences, trips, using a planner and the 7 Norms. Beyond our class meetings, students were also able to swim and participate in plenty of community building exercises-including a low ropes and a high ropes course! The culmination of the ropes course is a zip-line through the pine trees. Students leave Camp Oro Quay with a greater sense of themselves, their community, and their peers and this is the best way to start middle school.
- o *Mesa Verde*: 8<sup>th</sup> grade students departed for their beginning of the year trip to Mesa Verde, Colorado on August 8<sup>th</sup>. Students returned on Friday, August 10<sup>th</sup> after their 2 night/3 day community-building trip. During the trip, students begin to learn about independence, responsibilities, working together as a team and becoming a role model.
- o *Camp Oro Quay*: Our 9-11 students went on a community building and Fine Arts trip to Camp Oro Quay in the Sandia Mountains on August 17-18. This trip encourages our 4<sup>th</sup> and 5<sup>th</sup> year students to build and strengthen friendships, explore the natural world, enjoy art and music activities, and build community. Overnight trips are a long-established TMES tradition, and are often mentioned by students as among the most memorable experiences of their elementary years at our school.

### **International Children's Day**

International Children's Day was started by the United Nations in recognition of children around the world. TMEMS will recognize this day on November 3rd. During the month of October, students study different continents and children in other lands. Each student dresses up as a child from another country, makes a flag from that country and participates in a parade around the campus. It is a really fun tradition that parents love to attend. Always a wonderful celebration!

**Jog-A-Thon**

This is one of our major fund-raisers every year. The event was held on October 25<sup>th</sup>. Parents and students work hard to gather pledges for the number of laps a student can complete in a given amount of time. This is a great opportunity to give some time to the school. Volunteers are essential. All the money raised goes into our EA Fund. We typically raise about \$20,000 and parents loved to join in on the fun on the day of the event!

**TMEMS Conferences**

Three times a year, TMEMS teachers will hold conferences with parents. The first (September 28 & 29) and third (April 19 & 20) conferences are typical parent/teacher conferences. The middle or second conference (February 2<sup>nd</sup>) is a student led conference in which the child leads their caregivers through a conference. In combination with conferences, we typically have Goodwill Bins outside for parents to donate items to Goodwill and a bake sale inside where our 8<sup>th</sup> grade students use it as a fundraiser for their 'Big Trip' to Poland in May.

**Community Outreach**

Our school chose The Storehouse food pantry as our outreach organization this year as a way to focus on the gift of giving and how to be a positive part of the local community. TMEMS held three food drives throughout the year to donate to The Storehouse and our TMMS Student Council students volunteered at the food pantry, helping hand out food to its patrons. One of our 8<sup>th</sup> grade students also did their 8<sup>th</sup> grade internship at The Storehouse. We hope to continue to partner with them to make a positive impact on our community.

**TMEMS School Carnival**

As an 8<sup>th</sup> grade fundraiser, community-building activity and a way for parents to have a safe, clean activity for their children, we hold a fall carnival every year. On September 16<sup>th</sup>, we invited TMEMS families and any family in the local community to join us for great food (hamburgers, hotdogs, sno-cones, popcorn, cotton candy, etc), and activities that included: bouncy houses, blow-up obstacle courses, dunk tank, and other carnival type games on our campus. We typically have several hundred people join us and hear rave reviews from everyone!

**Science, Art, Invention Fairs**

The TMEMS staff has created a three year cycle of learning opportunities for our students. TMEMS rotates through a Science Fair, Art Fair, and an Invention Convention. All students participate at their age appropriate level to create and present their final product. Kinder, 1st and 2nd will be involved in a class project (and may do their own project as well) and 3rd - 5th year students are required to enter a project they have made at home. Everyone is a winner with a participation certificate, and there is also a

time for students to receive feedback by volunteer judges from our community.

### **Music & Art Program Events**

Our General Music and Suzuki Strings classes participate in many different events throughout the year. Some examples include: Our 6<sup>th</sup> grade Choir went to sing and volunteer at the local Salvation Army on December 7<sup>th</sup>, our 5<sup>th</sup> grade General Music students went to various assisted living facilities throughout Rio Rancho and Albuquerque to carol and mingle with the residents, our Advanced Strings group went to the capital in Santa Fe to play for our representatives at the Rotunda on February 8<sup>th</sup>, we had a free Veteran's Day concert on November 10<sup>th</sup> that was open to the public and more. We also had our annual 'Classroom Concerts & Self-Portrait Showcase' on our campus on December 12<sup>th</sup> where parents were invited to enjoy concerts from their child and purchase self-portraits that their child made to benefit our EA Fund.

### **TMEMS Spring Gala and Silent Auction**

TMEMS held its 7<sup>th</sup> annual Spring Gala and Silent Auction, on March 16, 2018. The Spring Gala was held at the Kiva Auditorium downtown at the ABQ Convention Center. Our students were able to show off all that they learned in their Fine Arts classes, at a professional venue in front of their loved ones. It has become a favorite event of many parents every year! The Gala is also a great way for TMEMS to gain support from area businesses and community members, as well as being our biggest fundraiser. Some ways parents and other community members participated were: donating/finding a silent auction item, volunteering at the event or prior to the event, attending and/or purchasing a silent auction item, getting Sponsors for the event, etc.

### **Fieldtrips at TMEMS**

Exploring and utilizing the world outside the classroom are integral components of the TMES & TMMS experience. Our students participate in an array of 'trips' each year, in-school and out in the community. As students mature and display appropriate levels of responsibility through each level of education, our trips out into the community expand by building upon each experience. This all begins with in-school 'trips' (presentations) in our 3 year old class and 4-6 level classrooms. Our youngest students, age 3-6, do not go off campus, but are instead treated to various in-school presentations from local community members throughout the school year. Our TMES students begin to take off-campus fieldtrips starting in 1st grade. This year our students were treated to in-school presentations by the N.M. Natural History Museum and the Explora Museum on various topics including: Dinosaurs, rocks, volcanos, and more. Some examples of our off-campus fieldtrips are: our 6-9 students went to Las Golondrinas for a special 'Spanish Colonial' day, our middle school students went to the ABQ Holocaust Museum to learn more

about the Holocaust, our 9-11 students went to the 'Da Vinci' exhibit at the Natural History Museum and much more.

### **The “Big Trips” for 6th – 8th Years**

Each middle school grade participates in a 'Big Trip' at the end of the school year. These trips are a transformative experience, and we request that all students attend as it is a cumulative experience based on many of the year's lessons. We provide some fundraising opportunities to earn money for these trips, but we also highly encourage families to brainstorm and implement ways to earn money all year for the trip so students can feel a sense of accomplishment by earning the funds for the trip themselves. Our 6<sup>th</sup> grade students went to Camp Elliott Barker in Angel Fire, N.M. on May 21-23. This was their first two-night overnight with our school, and was manned only by our staff (no parents), so students were able to become more independent. Our 7<sup>th</sup> grade students tent-camped through southern N.M. for a 3 night/4 day trip on May 7-10. They visited Spaceport America, rafted down the river, visited the old Dona Ana courthouse, learned how to cook on a campfire, and much more, while staying at the Elephant Butte State Park, Leasburg Dam State Park, and Santa Rosa Lakes State Park. Our 8<sup>th</sup> grade students went on their international trip to Poland from May 7- 21.

### **Poland Student Exchange Program/8<sup>th</sup> grade Big Trip**

Every year our 8<sup>th</sup> grade students participate in a really special student exchange program with a school in Poland. Students communicate with the Polish students throughout the year electronically and then visit each other's countries. The Polish students visit New Mexico and southern Colorado during the fall and our students visit the country of Poland in May. Students fundraise all year long and are able to experience many sites and activities during their visits. It is a family affair during the stays. The Polish students stay with our families here in Albuquerque, and in return, our students then stay with those families in Poland. This program has definitely become a highlight of our school and a great way to 'globalize' our students.

## **Shared/Joint Use**

Shared/joint use and facilities with public and private entities

TMEMS will continue to welcome opportunities for shared use. The school's class schedule includes extended child care and evening family involvement programs that must be considered in making the building available for other uses. The wide geographical spread of TMEMS families' home areas also affects the shared use possibilities.

We continue to develop spaces in a way that maximizes future flexibility of Montessori and fine arts curriculum and that encourage and make is easy for community use.

- Potential shared use may include:
  - Meetings by the Public Education Department, Charter School's Division or other community organizations.
  - Field trips into community areas to give musical performances, to attend fine arts events and provide community involvement opportunities for students.
  - Community member participation as volunteers, speakers, etc.
  - Montessori Community Collaborative (MCC)
  
- General Instructional Organization
  - Grade Level
    - Pre K-8
  - TMEMS Students maintain fidelity to the Montessori multiage grouping philosophy as much as possible within the context of public education. Younger children learn from older children; older children reinforce their learning by teaching concepts they have already mastered.
    - How Class levels are Made up:
      - K is Pre-k to K-Ages 4 & 5
      - 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> graders- Ages 6 to 9
      - 4<sup>th</sup> & 5<sup>th</sup> Grades- Ages 9to 12
      - Mid School 6,7 & 8th Grades- Ages 12 to 15
  
- Alternative Method of Educational Program Delivery
  - The Montessori Philosophy is an educational method for children, based on theories of child development originated by Italian educator Maria Montessori in the early 20th century. The method is characterized by an emphasis on self-directed activity on the part of the child and clinical observation on the part of the teacher. Montessori educational practice helps children develop creativity, problem solving, critical thinking, time-management skills, as well as preparing them to be productive members of society. The Montessori classroom has multiple grades with a high number of students in the classroom. The students work in small groups on the floor or on tables requiring more space to spread out. A large classroom is essential to the Montessori learning environment.
  
- Scheduling Approach
  - TMEMS Daily Schedule
    - 8:30 to 3:30 Monday –Friday All Students



- Anticipated Special Curricular and Extracurricular Activities to be accommodated in the Facility
  - Homework Club-3:30pm to 4:00pm
  - Kohn Academy Math Club-4:00pm-4:30pm
  - Before Care-6:45am to 8:30am
  - Aftercare-4:00pm-6:00pm
  - Music Club 4:00pm-5:00pm

## 2.2 Proposed Enrollment

### 2.2.1 Phased Enrollment

TMEMS has no plans of adding grade levels. TMEMS currently does not have plans to enroll more than 500 students during the life of this FMP/Ed Spec. If the school's plans change, it is understood that this document should be updated to reflect those changes

Enrollment By Grade					
Grade	2015	2016	2017	2018	2019
K	60	60	60	60	60
1	50	50	50	50	50
2	45	45	45	45	45
3	50	50	50	50	50
4	50	50	50	50	50
5	50	50	50	50	50
6	40	45	45	40	40
7	40	40	45	45	40
8	35	35	35	40	45
	420	425	430	430	430

### 2.2.2 Classroom Loading Policy

The classroom loading policy is a maximum of 35 students per teacher with an EA.

### 2.1.2 Anticipated Changes in Programs

Our Instructional program has been established for 13 plus years. No anticipated changes in the near future.

### 2.2.3 Classroom Needs

- Anticipated classroom needs
  - TMEMS currently has 19 classrooms that meet our anticipated enrollment needs. TMEMS anticipates the current facilities will provide the school with adequate, long-term facilities which meet the requirement that charters occupy public buildings by the specified deadline.

## Anticipated Classroom Needs

**2015-2020**

Class	# Classrooms	Designated Use	No. of Students	SF per student	Maximum students	SF Provided	Counted in Capacity
Pre K-K	3	Classroom	26	50	26	1300	Y
6 to 9 Grades 1-3	6	Classroom	28	42.86	25	1200	Y
9 to 12 Grades 4 & 5	3	Classroom	30	45	25	1350	Y
12 to 15 Grades 6,7,& 8	4	Classroom	35	32	35	1100	Y
Strings All grades	1	Strings Classroom	25	40	25	1000	N
Art All Ages	1	Art Classroom	20	40	20	800	N
General Music	1	General Music Room	25	40	25	1000	N

436 Students

500  
Maximum  
Student  
Capacity

All School spaces exceed the Statewide Adequacy Standards

Other Spaces required to accommodate the Instructional Program

Space	#	SF	USE
Office	1	150	Receptionist/Nurse
Office	1	100	Admin. Assistant
Office	1	306	Executive Dir.
Office	1	306	Business Office
Office	1	150	Special Ed
Office	1	150	Testing Coordinator/Specialist

## 2.3 Site and Facilities

### **2.3.1 Location**

The following map shows the location of the school Page 21

- Location of existing buildings
  - The Montessori Elementary & Middle School is located in the North Valley of Albuquerque, New Mexico. At 1730 Montano RD NW.
  - Map of location for 1730 Montano RD NW, Albuquerque NM please see on page 21
  - Map of location 5801 Carmel RD NE, Albuquerque, NM please see on Page 22

### **2.3.2 Site**

- The following map shows the location of the school Page 22
- Description of Sites
  - TMEMS is currently leasing space at 1730 Montano RD NE, Albuquerque in one building of approximately 34,785 SF on approximately 10 acres.
  - The Pre-Kindergarten-K program is located at 5801 Carmel, Albuquerque, in two 2,000 SF buildings on approximately 0.85 acres.
  - The 1730 Location is leased from a private landlord and the Carmel location is owned by the school.
  - The SY 17-18 enrollment average of the 80/120 Day Membership was 418 students. The enrollment cap as stated in the amended charter is 500 students.
  - Please see attached site overview
  - Please see attached Building pictures

### **2.3.3 Facility**

The Montano Campus is located in the North Valley on 10 acres. The building was built in 1985. The Carmel campus consists of two 2400 sq. foot building on two acres and is located in the North East Heights.

### **2.3.4 Facility Evaluation**



District: **State Chartered Schools** School: **Montessori Elementary Charter School - Middle School Campus** School ID: **529001**

### High Level Overview

#### General Information

Location:	Albuquerque, NM 87107	Ed. Adequacy Model:	Charter School Educational Adequacy
School Type:	Elementary	Ed. Adequacy CCI:	100.00%
School Category:	Charter	School CCI City:	RSMEANS2016:, US

#### NMCI Statistics

Number of Students:	390	Number of Buildings:	1
Growth Factor:	0.00	Number of Portables:	0
Total Gross Square Feet:	33,000	Building Square Feet:	33,000
Site Size (Acres):	10.00	Portable Square Feet:	0

#### NMCI School Metrics

Replacement Cost:	\$6,932,892	Unweighted Repair Cost:	\$4,604,624
Weighted Repair Cost:	\$1,669,966	Unweighted Educational Adequacy Cost:	\$0
Weighted Educational Adequacy Cost:	\$0	Total Unweighted Cost:	\$4,604,624
Total Weighted Cost:	\$1,669,966	Unweighted NMCI Score:	66.42
Weighted NMCI Score:	24.09		

#### NMCI Facility History

Last Assessment Date:	12-18-2015	Previous Award, Yes or No, Year If Yes:	No
Closed:	No		

## 2.3.5 Statewide Adequacy Standards

The Montano and Carmel campus' meet Statewide Adequacy Standards.

## 2.4 Utilization & Capacity

The Montano and Carmel Campus' are 100% utilized during the regular school day. Each teacher has a dedicated classroom.

### 2.4.1 Special Factors

## 2.5 Facility Maintenance

Currently our Landlord is responsible for maintaining the facility for our Montano Location  
The school owns the Carmel location and is responsible for the maintenance of the site.

## 2.6 Technology

The Montessori Elementary & Middle School has an technology plan that is updated annually.

The plan is comprehensive and addresses student academic needs and training of faculty and staff about available hardware and software. The plan discusses available funding sources and implementation strategies.

## **2.7 Energy Management**

The school does not have an energy management plan.

### **2.7.1 Energy Assessment**

An energy assessment has not been conducted.

### **2.7.2 Energy Efficiency Recommendations**

An energy assessment has not been conducted.

### **2.7.3 Energy Management**

The school does not have an energy management plan for the facility.

## **3.0 Proposed Facility Requirements**

### **3.1 Facility Goals and Concepts**

#### **3.1.1 Facility Goals**

The facility at both campuses meets our needs and goals currently and in the near future. Our Montano facility sets on 10 acres which gives the school the flexibility to meet future needs and goals. The Montessori Elementary & Middle School is currently leasing our facility at Montano and is in negotiations with the owner to purchase the facility. Our facility on Carmel is owned by the school and meets the HB-33 structure. We do not anticipate the need to buy additional space in the next five years.

#### **3.1.2 Concepts**

The results of the Steering Committee meetings and staff interviews indicated that students and staff find the current school environment safe.

##### **3.1.2.1 Safety & Security**

Both campuses have a Burglar alarm system and full fire alarm system meeting all E-occupancy codes.

Our Main campus on Montano also has Key Card security system.

We are in the process of accruing an intercom system at our main campus

Funding source-legislative appropriations.

Utilities

Renovate the facility in ways that minimize or reduce future utility use and demands

##### **3.1.2.2 Sustainability**

Consider LEED® criteria in all future renovations and expansions. LEED® certification of the facility will not be a goal

##### **3.1.2.3 Flexibility & Community Use**

Shared/joint use and facilities with public and private entities



TMEMS will continue to welcome opportunities for shared use. The school's class schedule includes extended child care and evening family involvement programs that must be considered in making the building available for other uses. The wide geographical spread of TMEMS families' home areas also affects the shared use possibilities.

We continue to develop spaces in a way that maximizes future flexibility of Montessori and fine arts curriculum and that encourage and make is easy for community use.

- Potential shared use may include:
  - Meetings by the Public Education Department, Charter School's Division or other community organizations.
  - Field trips into community areas to give musical performances, to attend fine arts events and provide community involvement opportunities for students.
  - Community member participation as volunteers, speakers, etc.
  - Montessori Community Collaborative (MCC)

### **3.1.2.4 Utilities and Other Considerations**

TMEMS does not have a formal energy management plan, cost of utilities and energy efficiency features will play an important role in the design or expansion of a facility. Admin recognizes that limiting operational expenses as much as possible results in more funds available for other needs.

## **4.0 Capital Plan**

### **4.1 Capital Needs**

#### **4.1.1 Projects**

- TMEMS are in the process of a feasibility study to Lease to purchase two modular buildings, consisting of two classrooms each, for the Montano campus. The Modular's will be used for our fine arts program. We have contracted with RMKM Architecture to do the study.
  - Phase 1 Feasibility Study
    - Cost; \$2,000.00
    - Completion March 2019
  - Phase 2 Design and Permitting
    - Cost; \$5,000.00
    - Completion April 2019
  - Phase 3
    - Install of Buildings

- Cost: \$150,000.00
- Completed by July 2019
- Lease to Purchase of Montano Campus
  - We are in the process of negotiating a lease to purchase with the owner.
    - Cost: \$6,000,000.00
    - Funding Source: HB-33, SB-9, Lease Assistants, & Operational
- Anticipated Preventive Maintenance Costs

Currently Montano Facility maintenance is part of the lease

**Montano Property once under contract to purchase**

Preventive Maintenance	Frequency	Cost	Funding
HVAC	Quarterly	\$800	SB-9, HB-33
Grounds	Weekly	\$250.00	SB-9, HB-33
Building	As needed	\$300 Monthly	SB-9, HB-33
Technology	As Needed	\$50.00 Monthly	SB-9, HB-33. Operational

**Carmel Facility**

Preventive Maintenance	Frequency	Cost	Funding
HVAC	Quarterly	\$200.00	SB-9, HB-33
Grounds	Weekly	\$50.00	SB-9, HB-33
Building	As needed	\$200.00 Monthly	SB-9, HB-33
Technology	As Needed	\$50.00	SB-9, HB-33. Operational

## 4.2 Capital Funding

### 4.2.1 Historic and Current Funding

<b>Capital Funding</b>			
<b>Year</b>	<b>HB-33</b>	<b>SB-9</b>	<b>Lease Assistance</b>
<b>14-15</b>	<b>\$ 217,833.00</b>	<b>\$ 105,488.00</b>	<b>\$ 273,047.00</b>

<b>15-16</b>	<b>\$ 195,126.00</b>	<b>\$ 285,135.00</b>	<b>\$ 252,939.00</b>
<b>16-17</b>	<b>\$ 254,063.00</b>	<b>\$ 125,183.00</b>	<b>\$ 254,163.00</b>
<b>18-19</b>	<b>\$ 268,200.00</b>	<b>\$ 133,208.00</b>	<b>\$ 314,370.00</b>
<b>20-21 Est.</b>	<b>\$ 270,000.00</b>	<b>\$ 134,000.00</b>	<b>\$ -</b>
<b>Total</b>	<b>\$ 1,205,222.00</b>	<b>\$ 783,014.00</b>	<b>\$ 1,094,519.00</b>

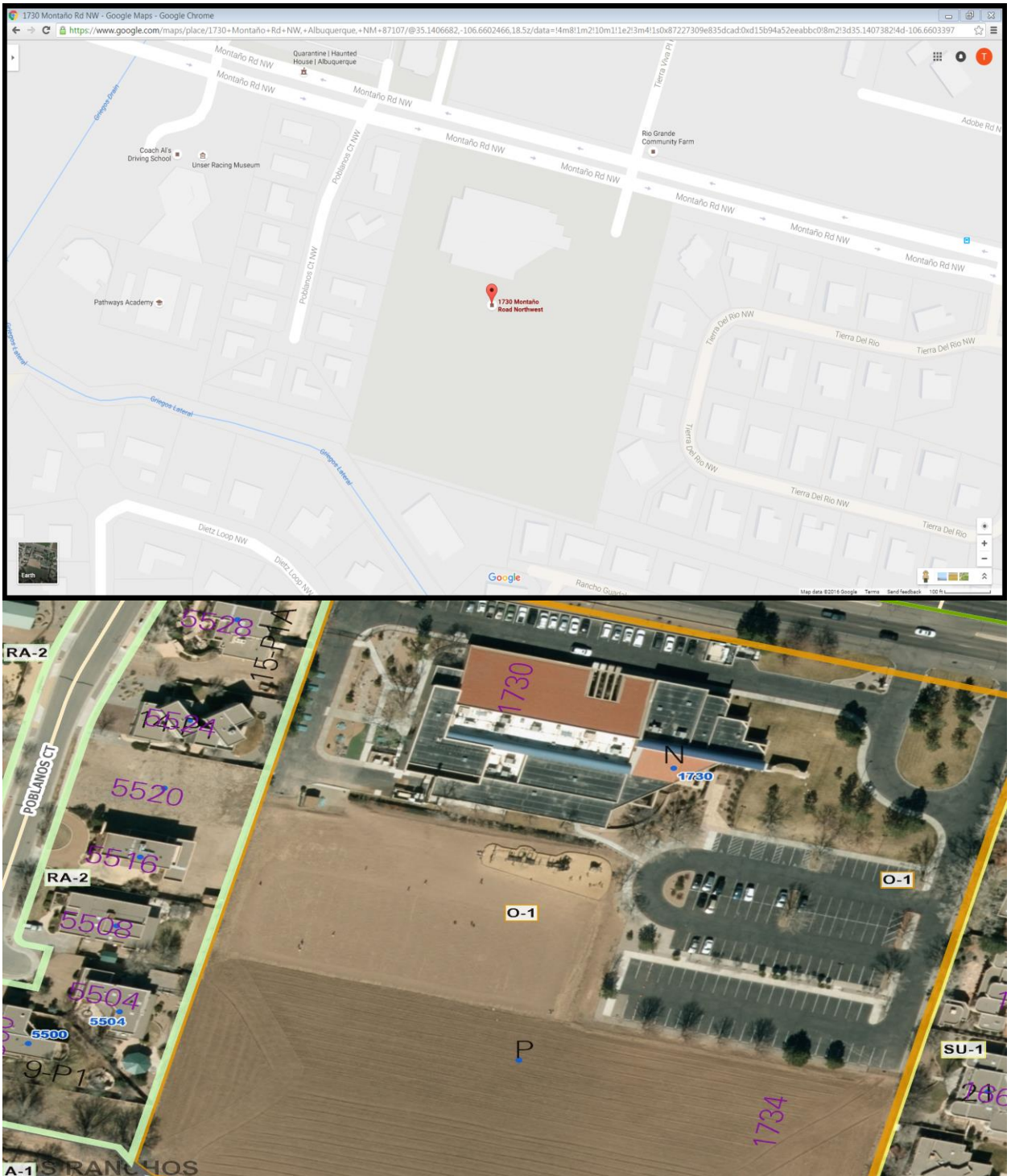
## **5.0 Support Materials**

### **5.1 Site/Facilities Data Table**

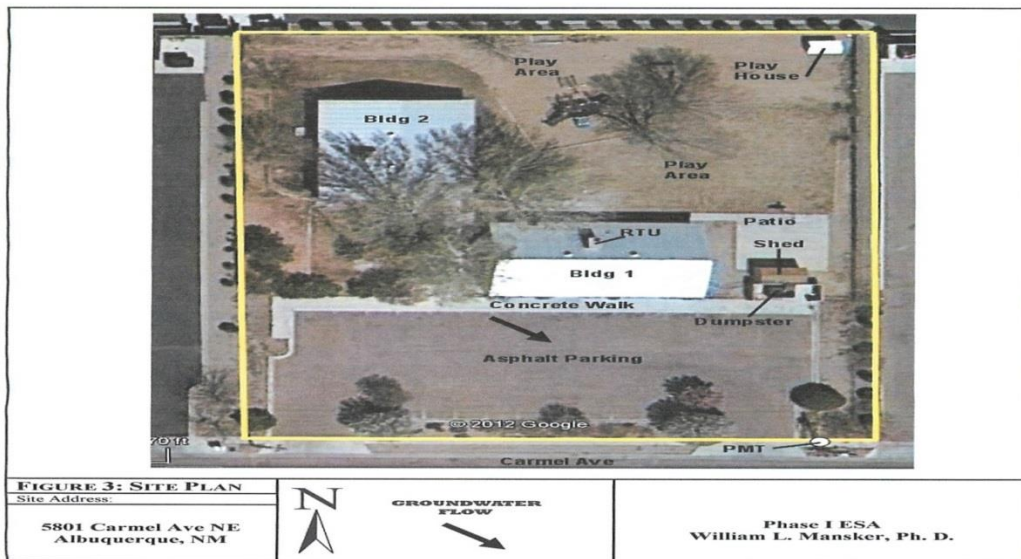
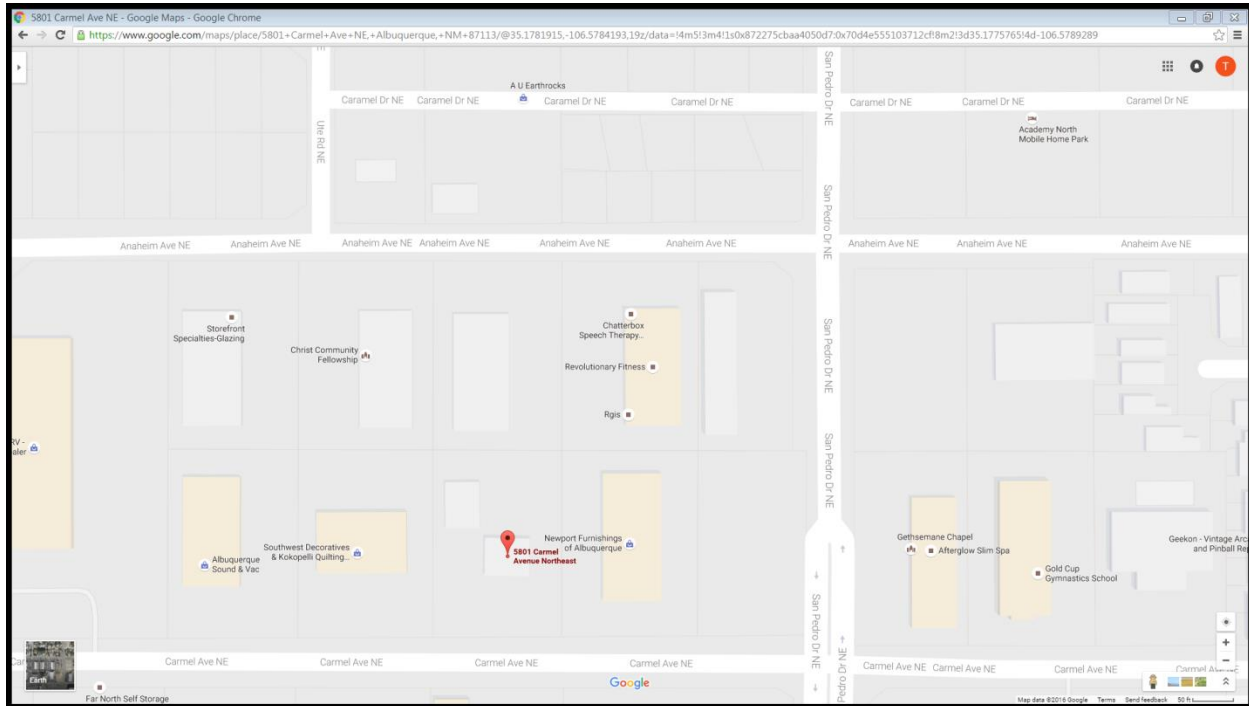
- **The Montessori Elementary & Middle School**
  - **Montano Location**
    - New Mexico state ID #: 529001
    - 1730 Montano RD NW, Albuquerque New Mexico 87107
    - Date of Opening 7/01/2013
    - Date of renovation 6/30/2013
    - Facility Condition Index
    - NMCI:
    - Site is Leased
    - Gross Square footage: 34,785 square feet
    - Site acreage: 10 acreages
    - Total permanent classrooms; 21
    - Portable: 0
    - Enrollment at 40 day 2014: 358
    - Gross square footage per student: 96.37 square feet
  - **Carmel Location**
    - New Mexico State ID # 529001
    - 5801 Carmel NE, Albuquerque New Mexico 87110
    - Site Opened on 7/01/2012
    - No Renovations or Additions
    - Facility Condition Index;
    - Site is Owned by the school
    - Square Footage; 4000 Square Feet
    - Site Acreage: .85 of an acreage
    - Number Permanent Classrooms: 5
    - Portable Classrooms: 0
    - Total Number of Classrooms: 21

- Current enrollment at 40 day 2014: 30
- Gross square footage per student: 100

## 5.2 Site Plan Montano Campus

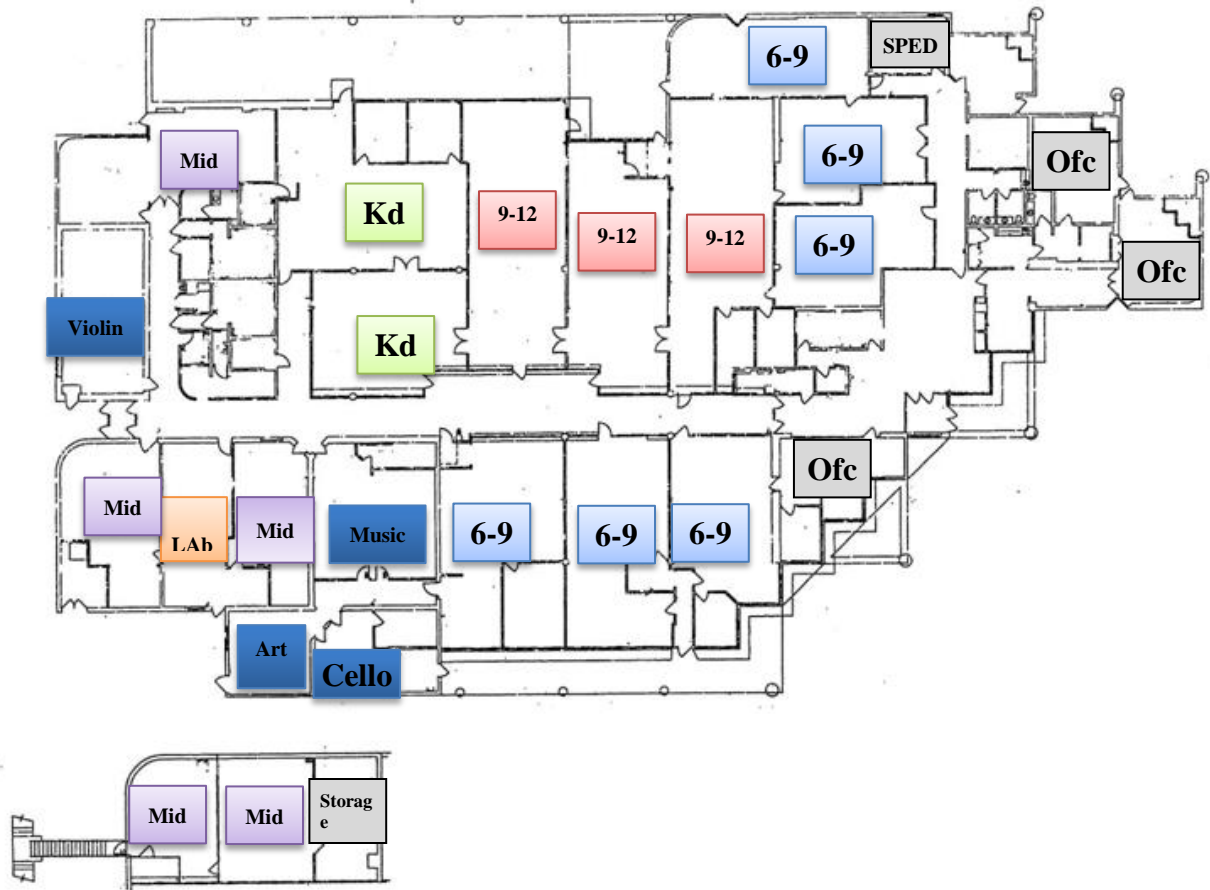


## 5.2 Site Plan Carmel Campus



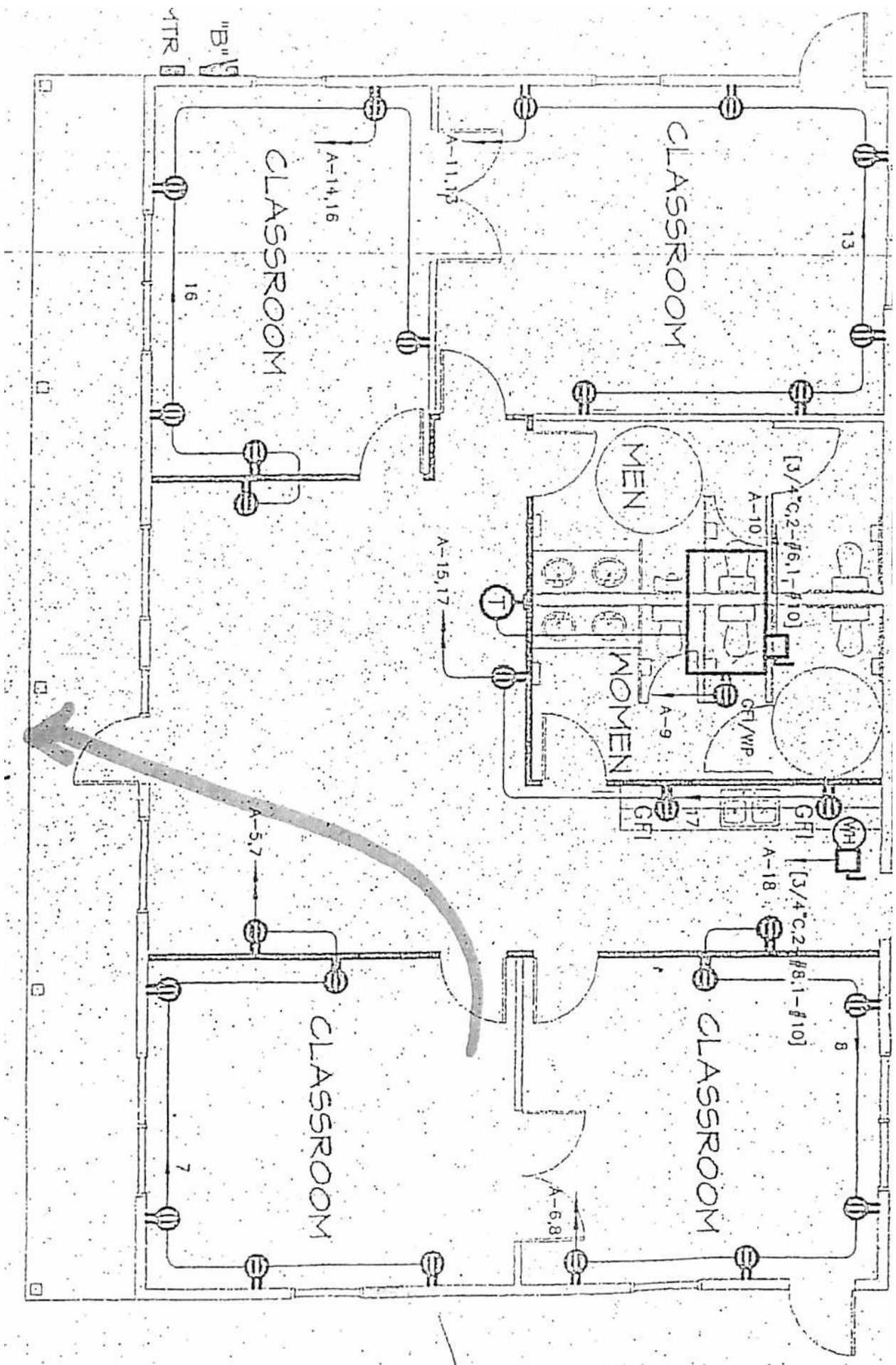


### 5.3 Floor Plan Montano Campus



### 5.3 Floor Plan Carmel Campus





## **5.4 FMAR**

PSFA has not conducted a FMAR assessment.

## **5.5 Detailed Space & Room requirements**

The Steering Committee reviewed the results of the facility assessment, staff interviews, and the current desired programs and needs of the school. These space requirements are based on those needs and the provisions of the statewide adequacy standards, as applicable to the charter. Every effort has been made to identify opportunities for shared use or alternative methods of delivery that would result in reduction of the required facility size, but would not negatively impact the school's ability to perform its mission and continue the consistent improvement seen since first opening in 2005.

### **5.5.1 Technology & Communication**

#### **Network Classroom**

Wireless access points (WAP) the school is fully wireless for students and teachers.

CAT 6 drops in administrative areas

#### **Offices, conference rooms and lounges**

Offices are CAT 6 drops, Conference Rooms and Lounges are wireless

#### **Devices**

Computers and smart boards one per teacher

#### **General Classroom**

One smart board per mid-school classroom

One device per Middle School student

One device per four students in Elementary

#### **Communications**

Voice – office and support space will have a voice jack in conjunction with multiple phone lines

### **5.5.2 Power Criteria**

Minimum of one duplex outlet on every wall

### **5.5.3 Lighting & Daylighting Criteria**

Each instructional space requires a light level of at least 50 foot candles, measured at a work surface located in the approximate center of the classroom. The majority of classrooms have abundant natural lighting

### **5.5.4 Omitted**

### **5.5.5 Classroom Acoustics**

The sound level in each classroom shall be a one-hour, A weighted noise criteria of less than 55 decibels

The sound level shall be measured at a work surface in the approximate center of the classroom

Reverberation times in classrooms shall be within 0.4-0.6 seconds

All other occupied spaces shall maintain a background sound level of less than 55 decibels

### 5.5.6 Furnishing & Equipment Criteria

White Board 7'x4'

Smart Board in every Mid-School classroom

Wooden shelves to hold Montessori materials

### 5.5.7 Criteria Sheets

Category	Criteria Admin. Assistant Office
Quantity of Spaces Requires	2
Square Footage Per Space	131
Communications	telephone
Floor Finish	Industrial Grade Carpet
Wall Finish	Gypsum Board/Paint
Ceiling Finish	Acoustical Ceiling tile or Gypsum Board/Paint
Lighting	Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.
Power	At least one 4 duplex outlet per wall
Furnishings	One desk with locking drawers
Furnishings	One chair
Furnishings	One bookcase
Furnishings	One file cabinet
Furnishings	
Other	
Other	



Category		Criteria Cello Classroom
Quantity of Spaces Requires	1	
Square Footage Per Space	525	
Data		Wired or wireless internet connection capable of supporting computers or tablets for one instructor
Floor Finish		Industrial Grade Carpet
Wall Finish		Gypsum Board/Paint
Ceiling Finish		Acoustical Ceiling tile or Gypsum Board/Paint
Lighting		Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.
Power		At least one 4 duplex outlet per wall
Equipment		
Furnishings		At least one White Board 4'x7'
Furnishings		Teacher desk
Furnishings		Teacher chair
Furnishings		
Other		
Other		

Category		Criteria Classroom
Quantity of Spaces Requires	18	
Square Footage Per Space	Approx.. 1000 sq. ft.	
Data	Wired or wireless internet connection capable of supporting computers or tablets for up to thirty students and one instructor	
Floor Finish	Industrial Grade Carpet	
Wall Finish	Gypsum Board/Paint	
Ceiling Finish	Acoustical Ceiling tile or Gypsum Board/Paint	
Lighting	Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.	
Power	At least one 4 duplex outlet per wall	
Equipment	One SMART board (mid-school only)	
Furnishings	At least one White Board 4'x7'	
Furnishings	Teacher desk	
Furnishings	Teacher chair	
Furnishings		
Other		
Other		

Category		Criteria	Common Area
Quantity of Spaces Requires	1		
Square Footage Per Space	1025		
Data		Wired or wireless internet connection.	
Floor Finish		Industrial Grade Carpet	
Wall Finish		Gypsum Board/Paint	
Ceiling Finish		Acoustical Ceiling tile or Gypsum Board/Paint	
Lighting		Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.	
Power		At least one 4 duplex outlet per wall	
Equipment			
Furnishings			
Furnishings			
Furnishings			
Other			
Other			

Category		Criteria Conference Room
Quantity of Spaces Requires	1	
Square Footage Per Space	89	
Data	Wired or wireless internet connection.	
Floor Finish	Industrial Grade Carpet	
Wall Finish	Gypsum Board/Paint	
Ceiling Finish	Acoustical Ceiling tile or Gypsum Board/Paint	
Lighting	Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.	
Power	At least one 4 duplex outlet per wall	
Equipment	Conference Table	
Furnishings	Four chairs	
Furnishings		
Furnishings		
Other		
Other		

Category		Criteria Copier Room
Quantity of Spaces Requires	1	
Square Footage Per Space	123	
Data	Wired or wireless internet connection.	
Floor Finish	Industrial Grade Carpet	
Wall Finish	Gypsum Board/Paint	
Ceiling Finish	Acoustical Ceiling tile or Gypsum Board/Paint	
Lighting	Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.	
Power	At least one 4 duplex outlet per wall	
Equipment		
Furnishings		
Furnishings		
Furnishings		
Other		
Other		

Category		Criteria IT Room
Quantity of Spaces Requires	1	
Square Footage Per Space	500	
Data	Wired or wireless internet connection.	
Floor Finish	Industrial Grade Carpet	
Wall Finish	Gypsum Board/Paint	
Ceiling Finish	Acoustical Ceiling tile or Gypsum Board/Paint	
Lighting	Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.	
Power	At least one 4 duplex outlet per wall	
Equipment		
Furnishings		
Furnishings		
Furnishings		
Other		
Other		

Category		Criteria Staff Lounge
Quantity of Spaces Requires	1	
Square Footage Per Space	295	
Communications	telephone	
Floor Finish	Industrial Grade Carpet	
Wall Finish	Gypsum Board/Paint	
Ceiling Finish	Acoustical Ceiling tile or Gypsum Board/Paint	
Lighting	Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.	
Power	At least one 4 duplex outlet per wall	
Furnishings	3 tables 12 chairs	
Furnishings	White Board 4'x7'	
Furnishings		
Furnishings		
Furnishings		
Other		
Other		



Category		Criteria Admin Office
Quantity of Spaces Requires	2	
Square Footage Per Space	434	
Communications	telephone	
Floor Finish	Industrial Grade Carpet	
Wall Finish	Gypsum Board/Paint	
Ceiling Finish	Acoustical Ceiling tile or Gypsum Board/Paint	
Lighting	Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.	
Power	At least one 4 duplex outlet per wall	
Furnishings	One desk with locking drawers	
Furnishings	One chair	
Furnishings	One bookcase	
Furnishings	One file cabinet	
Furnishings	One Conference table with six chairs	
Other		
Other		

Category		Criteria Strings
Quantity of Spaces Requires	1	
Square Footage Per Space	984	
Data		Wired or wireless internet connection capable of supporting computers or tablets for one instructor
Floor Finish		Industrial Grade Carpet
Wall Finish		Gypsum Board/Paint
Ceiling Finish		Acoustical Ceiling tile or Gypsum Board/Paint
Lighting		Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.
Power		At least one 4 duplex outlet per wall
Equipment		
Furnishings		At least one White Board 4'x7'
Furnishings		Teacher desk
Furnishings		Teacher chair
Furnishings		
Other		
Other		

Category		Criteria Nurse Receptionist
Quantity of Spaces Requires	1	
Square Footage Per Space	150	
Communications	telephone	
Floor Finish	Industrial Grade Carpet	
Wall Finish	Gypsum Board/Paint	
Ceiling Finish	Acoustical Ceiling tile or Gypsum Board/Paint	
Lighting	Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.	
Power	At least one 4 duplex outlet per wall	
Furnishings	One desk with locking drawers	
Furnishings	One chair	
Furnishings	One bookcase	
Furnishings	One file cabinet	
Furnishings	One cot	
Other	Refrigerator	
Other		

Category	Criteria
Quantity of Spaces Requires	1
Square Footage Per Space	763
Data	Wired or wireless internet connection capable of supporting computers or tablets for up to thirty students and one instructor
Floor Finish	Industrial Grade Carpet
Wall Finish	Gypsum Board/Paint
Ceiling Finish	Acoustical Ceiling tile or Gypsum Board/Paint
Lighting	Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.
Power	At least one 4 duplex outlet per wall
Equipment	Shelves
Furnishings	At least one White Board 4'x7'
Furnishings	Teacher desk
Furnishings	Teacher chair
Furnishings	
Other	Sink
Other	

Category		Criteria Special Education sapce
Quantity of Spaces Requires	1	
Square Footage Per Space	241	
Data		Wired or wireless internet connection.
Floor Finish		Industrial Grade Carpet
Wall Finish		Gypsum Board/Paint
Ceiling Finish		Acoustical Ceiling tile or Gypsum Board/Paint
Lighting		Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.
Power		At least one 4 duplex outlet per wall
Equipment		Conference Table
Furnishings		Four chairs
Furnishings		Four file cabinets
Furnishings		White Board 4'x7'
Furnishings		
Other		
Other		

Category		Criteria
Quantity of Spaces Requires	1	
Square Footage Per Space	984	
Data		Wired or wireless internet connection capable of supporting computers or tablets for one instructor
Floor Finish		Industrial Grade Carpet
Wall Finish		Gypsum Board/Paint
Ceiling Finish		Acoustical Ceiling tile or Gypsum Board/Paint
Lighting		Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.
Power		At least one 4 duplex outlet per wall
Equipment		
Furnishings		At least one White Board 4'x7'
Furnishings		Teacher desk
Furnishings		Teacher chair
Furnishings		
Other		
Other		

Quantity of Spaces Requires	5
Square Footage Per Space	Approx. 200 sq. ft.
Data	
Floor Finish	Industrial Grade Carpet
Wall Finish	Gypsum Board/Paint
Ceiling Finish	Acoustical Ceiling tile or Gypsum Board/Paint
Lighting	Capable of providing 50 foot-candles of light at a point 3 feet above finish floor.
Power	At least one 4 duplex outlet per wall
Equipment	TBD
Furnishings	TBD
Furnishings	
Furnishings	
Other	
Other	



### **5.5.8 Environmental Condition Criteria**

#### **Classroom temperature**

Each instructional space shall have an HVAC system capable of maintaining a temperature between 68 and 75 degrees Fahrenheit at full occupancy

#### **Classroom air quality**

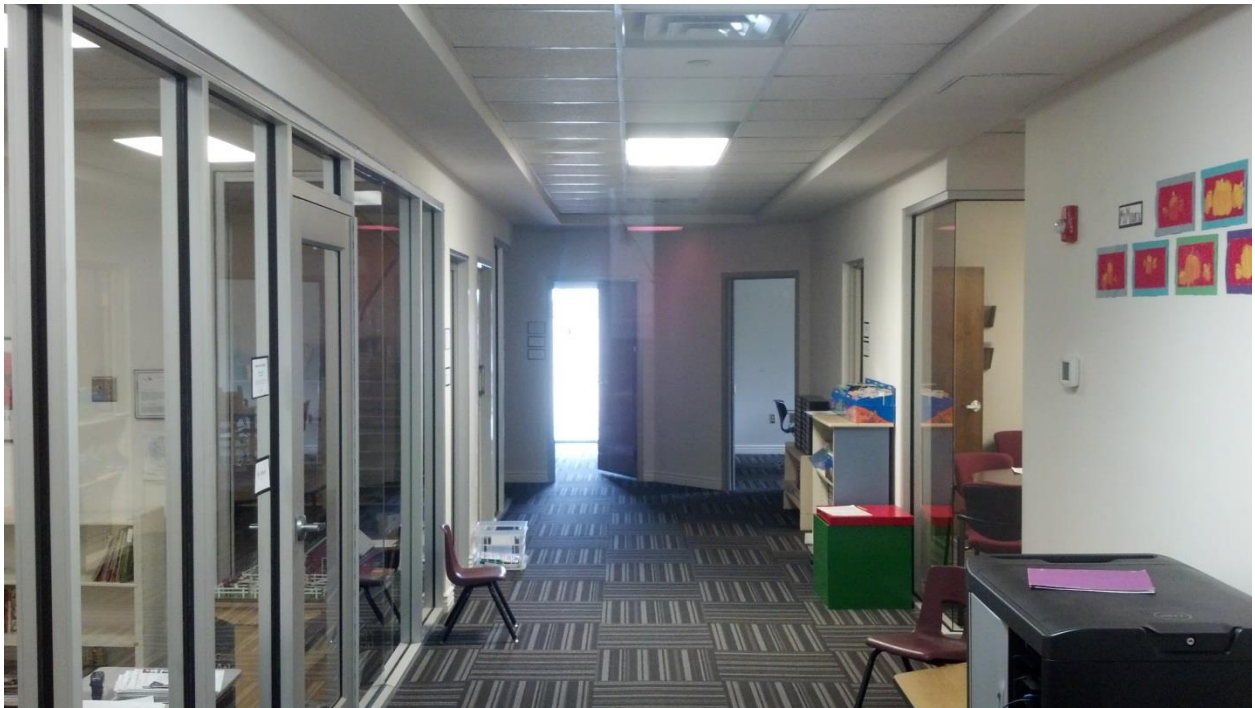
Each instructional space shall have an HVAC system that continually moves air and is capable of maintaining a CO<sub>2</sub> level of not more than 1,200 parts per million

### **5.6 Submittal**

This FMP has been submitted on a flash drive.

### **Montano Campus Common Area**





**Montano Campus North Hallway**

**Montano Campus Classroom**





## Montano Campus Entrance

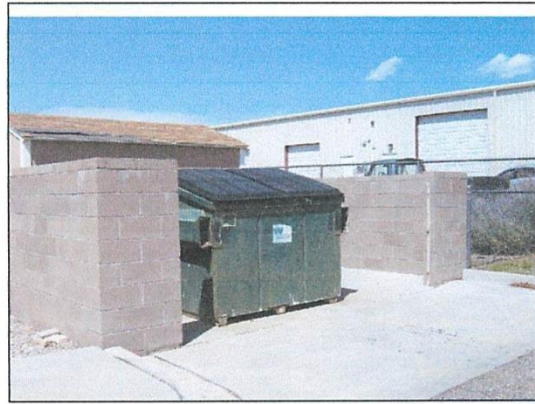




## Carmel Campus



7. View N of S side building 1. Note metal roof.



8. View NE of trash dumpster E of building 1; metal storage shed in background



9. View SW of building 1 and patio area



10. View NW of building 2 and playground area



11. View NE of playground equipment E of building 2



12. View NE of playhouse in NE corner of play area

### SITE PHOTOGRAPHS

5801 Carmel Ave

### Phase I ESA

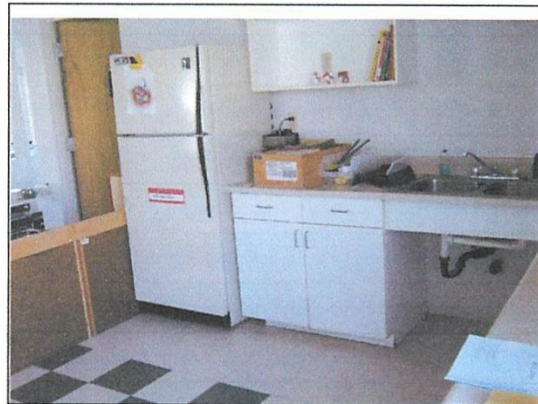
William L. Mansker, Ph.D.



## Carmel Campus



13. View of interior entrance area building 1. Note floor tiles and carpet.



14. View of kitchen area building 1



15. View of study area interior building 1



16. View of bathroom interior building 1



17. View N or entry portal building 2



18. View of interior building 2

### SITE PHOTOGRAPHS

5801 Carmel Ave

Phase I ESA

William L. Mansker, Ph.D.

## **FMP Review Dates**

<b>FMP Completion</b>	<b>6/2015</b>
<b>Reviewed &amp; Up-dated</b>	<b>6/2016</b>
<b>Reviewed &amp; Updated</b>	<b>6/2017</b>
<b>Reviewed &amp; updated</b>	<b>6/2018</b>

**State of New Mexico  
Public School Facilities Authority**

Jonathan Chamblin, Director



Martica Casias, Deputy Director

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

June 5, 2018

Mr. Stanley Albrycht, Director of Finance and Administration/CFO  
The Montessori Elementary and Middle School  
1730 Montañó Road NW  
Albuquerque, NM 87107

Dear Mr. Albrycht:

PSFA has received and reviewed the Montessori Elementary and Middle School 2018 Update to your 2015 Facilities Master Plan/Educational Specifications (FMP/Ed Specs). The FMP/Ed Specs guide you in the planning and/or selection of a facility to ensure that it meets state-wide adequacy (NMAC 6.27.30), accommodate your educational program, and supports your method of instruction. Based upon our review, PSFA is pleased to announce that the FMP/Ed Specs Update meets our requirements for charter schools and approves the update document.

In reviewing the 2018 FMP/Ed Specs Update, PSFA understands the following:

- The TMEMS leases a facility at 1730 Montañó RD NW for the Elementary and Middle School and owns a building at 5801 Carmel NE, which houses the pre-K students; The school is currently negotiating a lease to purchase agreement with the owner of the Montañó facility;
- The school's educational program is based on the educational theories originated by Maria Montessori and promotes critical thinking, problem solving, and time management;
- The school has no plans on adding grade levels apart from the K-8<sup>th</sup> and the pre-K students at the Carmel location; The school's enrollment cap is 500 students;
- The school does not anticipate a change in program;
- The school's 19 classrooms at TMEMS meets the school's curriculum and programmatic needs;
- The TMEMS' facility landlord is responsible for maintaining the Montañó location;
- The two primary capital projects the school would like to initiate include:
  - Potential lease to purchase two modular buildings for fine arts and music program at an estimated cost of \$157,000 consisting of three phases;
  - Lease to purchase the Montañó campus at a cost of \$6,000,000; and
- Other maintenance items such as HVAC, grounds, technology, building improvements are part of the lease.



PSFA recommends you engage PSFA Maintenance Staff for assistance in developing a preventive maintenance plan once CSCS is operational. PSFA is pleased that the school is proactively updating its FMP/ed specs. Feel free to contact PSFA if you have any questions or desire additional information at any time.

Sincerely,

A handwritten signature in black ink, appearing to read 'John M. Valdez', with a long horizontal flourish extending to the right.

John M. Valdez, AICP  
Facilities Master Planner

c: Martica Casias, Planning and Design Manager, PSFA  
William Sprick, Facilities Master Planner, PSFA for Albuquerque  
Larry Tillotson, Maintenance Manager, PSFA