# Master Planning Study

**ADM Community School District**

September, 2013

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The following documents are available at the District website:
- Master Planning Facility Committee Meeting Minutes
- Master Planning Options
- Master Planning Costing Options
- Report on Decommissioned Minburn Elementary
- Report on Decommissioned Adel 6 -7
Introduction

ADM Community School District Master Planning Committee

After a few years of declining or steady student enrollment, the Adel DeSoto Minburn (ADM) School District has been experiencing growth in numbers, with projections for increased enrollment for the foreseeable future. frk architects + engineers was enlisted in the summer of 2012 to begin working with the District to provide Master Planning services to explore options for consideration to address the expected growth and to explore other District facility improvements. The Master Planning process initially involved meetings with the District administrative staff with regular reporting to the School Board. In the winter of 2012/2013 a District Master Planning Committee was formed. The recommendations of this report reflect the hard work and dedication of the Master Planning Committee.

ADM Master Planning Facility Committee Members:

- Dave Baccus
- Ron Brenner
- Jenny Felt
- Nick Hasty
- Eric Hetiz,
- Karen Jacobsen
- Kevin Juhnke
- John Kelly
- Ben Madison
- Shirley McAdon
- Butch Ostrander
- Mike Pace
- Jim Peters
- Pat Steele

ADM Community School District Representatives:

- Greg Dufoe, Superintendent of Schools
- Nancy Gee, Business Manager
- Doug Gee, Activities Director
- Carole Erickson, Adel Elementary Principal
- Jodi Banse, DeSoto Intermediate Principal
- Kim Timmerman, ADM Middle School Principal
- Lee Griebel, ADM High School Principal
- Kim Roby, School Board Vice President
- Kelli Book, School Board Member

frk architects + engineers:

- Tom Wollan, Project Architect
- Dave Briden, Principal in Charge
Additional Resources

RSP & Associates Enrollment Report 2012/2013
RSP & Associates, a demographic firm from Kansas City, provided an in-depth study of the enrollment projections for the next 10 years for the District in 2012. References to numbers provided by RSP are from their Enrollment Report.

ICAT Facility Review and Recommendations
In 2009 the ADM Community School District engaged the Iowa Construction Advocate Team (ICAT) to complete a thorough study of the existing District facilities. Due to the declining enrollment numbers reported in this study, one of the results of this study was the recommendation to decommission two attendance centers: Minburn Elementary and Adel Middle School. Additional information provided by this report included recommendations about the existing facilities’ infrastructure and capital improvements needs. The current Master Planning Committee used this ICAT report to inform their recommendations.

Overview of the ADM School District Facilities

The District currently has 6 attendance centers:

1. Adel Elementary
   - Located in Adel
   - Serves Kindergarten through 2nd Grade
   - 20 General Education Classrooms

2. DeSoto Intermediate
   - Located in DeSoto
   - Serves 3rd Grade through 5th Grade
   - 15 General Education Classrooms

3. ADM Middle School
   - Located in Adel in a shared facility with the High School
   - Serves 6th Grade through 8th Grade
   - 15 General Education Classrooms

4. ADM High School
   - Located in Adel in a shared facility with the Middle School
   - Serves 9th Grade through 12th Grade
   - Contains 20 General Education Classrooms
   - Campus contains athletic venues and auditorium

5. Decommissioned Minburn Elementary
   - Located in Minburn
   - Closed for three years
   - Most recently served elementary students
   - Contains 7 General Education Classrooms
6. Decommissioned Adel Middle School
   - Located in Adel
   - Closed for three years
   - Most recently used for 6th and 7th Grade Students
   - Contains 14 General Education Classrooms
   - Gymnasium still used for athletic program

District Ideal Classroom Size

The District has a policy regarding the preferred number of students per classroom, which is as follows:

- Kindergarten: 18/19 students per class
- Grades 1-3: 18/19 students per class
- Grades 4-5: 20/22 students per class
- Grades 6-12: 24/26 students per class

This ideal classroom size is based on sound educational philosophy and informs student capacity for each attendance center. Research on classroom size supports the ADM School District’s ideal classroom size. AdvancED, the Educational Resources Information Center, and the AIA Knowledge Community on Education are a few of the many organizations that support the District’s goal. According to the AIA, ideal classroom sizes are 18 students for Kindergarten and 1st Grade, 20 students for 2nd and 3rd Grade, 22 students for 4th and 5th Grade, and 25 students for 6th through 12th Grade. Rather than fit more students into existing classrooms as the student population increases, additional space will need to be identified to accommodate student growth.

In terms of actual Building SF allocation for students, the 2007/2008 National Center for Education Statistics indicates a range of 150 SF/student for elementary schools and 160 SF/student for high schools. (School Planning and Management, May 2006). What these numbers represent is dividing the SF of the entire school’s program space by the school’s classroom capacity, which in the case of the ADM School District is represented by the ideal classroom size as discussed above. Other research spreads that number wider, with ranges from 111 SF/student for elementary schools to 225 SF/student for high schools (CEFPI - Council of Educational Facility Planners International, US Department of Education, School Planning and Management). Research indicates that as the number of students in a facility gets smaller, the SF/student number becomes larger. This reflects the fact that there is an economy of scale at play: the support services for students (cafeteria, media center, locker rooms, circulation) become more efficient when serving more students.

An analysis of the ADM School District’s facilities indicates that the actual SF/student number for each building is below national averages, with the exception of Minburn Elementary. Minburn Elementary has been a K-12 attendance center in the past, which is not needed for the elementary school program. Therefore, the SF/student number is higher than the average.

Another SF number which is a helpful tool in analyzing the school’s facility performance is the SF/student per classroom. The SF/student number for classrooms in existing, older school buildings will generally be smaller than SF numbers for newer construction since the average size of a classroom has been steadily rising, in other words newer buildings will have larger classrooms than older buildings.
Current standards are 900 SF to 950 SF per classroom. Given this number, using ADM School District's ideal class size, the following ideal space allocations per student would be applicable:

- Elementary: 950 SF/19 Students = 50 SF/Student
- Intermediate: 950 SF/22 Students = 43 SF/Student
- Middle School: 950 SF/26 Students = 37 SF/Student
- High School: 950 SF/26 Students = 37 SF/Student

Analysis of the ADM School District's facilities indicates that the SF/Student number per classroom is toward the low end, reflecting the age of some of the buildings. The average general education high school classroom size at ADM High School is 775 SF. The average classroom size in the 1925 building at DeSoto Intermediate is 785 SF.

We thus have two helpful numbers to analyze the amount of space allocated per student in school buildings: overall building SF/student and individual classroom SF/student. For the ADM School District these numbers are as follows (based on maximum ideal District capacity):

1. **Adel Elementary**
   - Building Program SF per student: 112 SF/Student (below average)
   - Average Individual Classroom SF for Kindergarteners: 67 SF/Student (above average)
   - Average Individual Classroom SF for 1st and 2nd Graders: 44 SF/Student (below average)

2. **DeSoto Intermediate**
   - Building Program SF per student: 109 SF/Student (below average)
   - Average Individual Classroom SF: 37 SF/Student (below average)

3. **ADM Middle School**
   - Building Program SF per student: 143 SF/Student (below average)
   - Average Individual Classroom SF: 37 SF/Student (average)

4. **ADM High School**
   - Building Program SF per student: 133 SF/Student (below average)
   - Average Individual Classroom SF: 30 SF/Student (below average)

5. ** Decommissioned Minburn Elementary**
   - Building Program SF per student: 256 SF/Student (above average)
   - Average Individual Classroom SF: 40 SF/Student (below average)

6. ** Decommissioned Adel Middle School**
   - Building Program SF per student: 80 SF/Student (below average)
   - Average Individual Classroom SF: 30 SF/Student (below average)

**Master Planning Study Report**

This study is divided into two parts: First, the study evaluates the current status of each attendance center in sections devoted to each building. Second, recommendations are offered for the most efficient and educationally effective use of the District’s facilities.
Part One

Evaluation of District Facilities
Adel Elementary

Building Facts

- Location: Adel
- Construction
- General Education Classrooms: 20
- 2012/2013 Enrollment: 377
- Building Total SF: 60,100 SF
- Grossing Factor: 1.4 (circulation, mechanical, storage, toilet rooms)
- Program Space: 60,100 SF/1.4 = 42,929 SF
- Actual Building SF/student: 42,929 SF/380 Students = 112 SF/Student (At maximum District ideal capacity)
- Desired Average Individual Classroom SF/Student: 50 SF/Student (At maximum District ideal capacity)
- Actual Average Individual Classroom SF/Student: 52 SF/Student (67 SF for Kindergarten, 44 SF for 1st and 2nd Grades at maximum District ideal capacity)
Observations

Current ADM District has a K – 2nd grade Elementary School Configuration. Current ADM Ideal classroom size for Elementary School students is: 18/19 students per classroom for K – 2nd grade.

Kindergarten Program. There are seven kindergarten classrooms at Adel Elementary for the 2012/13 school year. Five of these classrooms are larger sized classrooms than a typical elementary school classroom size, which is appropriate for a classroom serving kindergarten students. The average size of these classrooms is 1,440 SF. One of these classrooms is smaller than the others at 1,018 SF. Two typical elementary sized classrooms are also used for the kindergarten program. These rooms are significantly smaller than the average size for the five already indicated. These two classrooms are 843 SF. They are elementary level sized classrooms serving as kindergarten classrooms. This situation creates a parity issue for the kindergarten program: two classes are significantly smaller than the other five classrooms.

Square Foot Analysis. Based on the District recommended classroom size for kindergarten students, 18/19 students per class, the average SF of classroom space per kindergarten student at Adel Elementary is 76 SF per student (1,440 SF divided by 19 students per class). The average SF per student for all seven classrooms at Adel Elementary is 67 SF per student (8,900 SF divided by 133 students).

First/Second Grade Program. There are 13 elementary classrooms at Adel Elementary for the 2012/13 school year; seven 1st grade classrooms and six 2nd grade classrooms. The typical size of each classroom is 843 SF, although some classrooms are slightly smaller. The average classroom size of all 13 classrooms is 831 SF.

Square Foot Analysis. Based on the District recommended classroom size for elementary students, 18/19 students per class, the average SF of classroom space per elementary student at Adel Elementary is 44 SF per student.

Class Size. The chart below illustrates that for the 2012/2013 school year Adel Elementary exceeded the District recommended maximum class size for the Kindergarten and 2nd Grade levels, which is 19 students per classroom. Note: if the low end ideal classroom size figure is used (18 students per class) all grade levels at Adel Elementary would exceed the ideal classroom size. Looking ahead, by the 2016/2017 school year the ideal classroom size is exceeded at all levels by an average of 20% for the high end of the District’s ideal classroom size and 24% of the low end of the ideal classroom size.

Existing Adel Elementary Space Allocation – see Chart One
### Attendance Center

**Adel Elementary - 22 General Education Classrooms**

<table>
<thead>
<tr>
<th>Program</th>
<th>Space (in SF)</th>
<th>SF Totals</th>
<th>Cap. at District Ideal</th>
<th>SF/Stud at Cap.</th>
<th>ACTUAL 11/13</th>
<th>RSP 13/14</th>
<th>RSP 14/15</th>
<th>RSP 15/16</th>
<th>RSP 16/17</th>
<th>RSP 17/18</th>
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<tr>
<td>Pre-K</td>
<td>970</td>
<td>2,546</td>
<td>27</td>
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<tr>
<td>ECSE</td>
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<tr>
<td>Total Pre-K/ECSE</td>
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</tbody>
</table>

**18/19 students/class**

- **Average room size:** 1,271
- **Low End of District Cap:** 126
- **High End of District Cap:** 133

<table>
<thead>
<tr>
<th>Program</th>
<th>Actual 11/13</th>
<th>RSP 13/14</th>
<th>RSP 14/15</th>
<th>RSP 15/16</th>
<th>RSP 16/17</th>
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</table>

**20/21 students/class**

- **Average room size:** 1,181
- **Low End of District Cap:** 126
- **High End of District Cap:** 133

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<tr>
<th>Program</th>
<th>Actual 11/13</th>
<th>RSP 13/14</th>
<th>RSP 14/15</th>
<th>RSP 15/16</th>
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<tr>
<td>Pre-K</td>
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<td>Total Pre-K/ECSE</td>
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</tbody>
</table>

**21/22 students/class**

- **Average room size:** 1,134
- **Low End of District Cap:** 126
- **High End of District Cap:** 133

<table>
<thead>
<tr>
<th>Program</th>
<th>Actual 11/13</th>
<th>RSP 13/14</th>
<th>RSP 14/15</th>
<th>RSP 15/16</th>
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<th>RSP 21/22</th>
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</table>

**22/23 students/class**

- **Average room size:** 1,101
- **Low End of District Cap:** 126
- **High End of District Cap:** 133

<table>
<thead>
<tr>
<th>Program</th>
<th>Actual 11/13</th>
<th>RSP 13/14</th>
<th>RSP 14/15</th>
<th>RSP 15/16</th>
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**Notes:**

- Red infill indicates number of students per classroom exceeds District ideal.
- Low end of District ideal indicates classroom capacity based on 18 students per class.
- High end of District ideal indicates classroom capacity based on 19 students per class.

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**frk architects + engineers**
DeSoto Intermediate

Building Facts

- Location: DeSoto
- Construction:
  - Original building, 1924. Original Building houses media center, administration, and classrooms.
  - Addition and renovation in 1990. Addition houses the gymnasium, art/cafeteria, kitchen, commons, and classrooms.
- General Education Classrooms: 15
- Building Total SF: 48,320 SF
- Main Level: 30,120 SF
- Second Level: 9,190 SF
- Third Level: 9,010 SF
- Grossing Factor: 1.4 (circulation, mechanical, storage, toilet rooms)
- Program Space: 48,320/1.4 = 34,516 SF
- Actual Building SF/student: 34,516 SF/315 Students = 109 SF/Student (At maximum District ideal capacity)
- Desired Average Individual Classroom SF/Student: 43 SF/Student (At maximum District ideal capacity)
- Actual Average Individual Classroom SF/Student: 37 SF/Student (At maximum District ideal capacity)
Observations

Current ADM District has a 3rd – 5th grade Intermediate School Configuration. Current ADM ideal classroom size for Intermediate School students is: 18/19 students per classroom for 3rd grade students and 20/22 students per classroom for 4th and 5th grade students.

Square Foot Analysis. Based on the District recommended classroom size for intermediate students, 18/19 students per class for 3rd graders and 20/22 students per class for 4th and 5th graders, the average SF of classroom space per 3rd grade student at DeSoto Intermediate is 41 SF per student at 19 students per class and 44 SF per student at 18 students per class. For 4th and 5th grade students, the average SF of classroom space is 35 SF per student at 22 students per class and 39 SF per student at 20 students per class.

Class Size. The chart below illustrates that for the 2012/2013 school year DeSoto Intermediate exceeded the District recommended maximum class size for the 3rd grade students, which is 19 students per classroom. The 4th grade students were right at capacity at the 22 student per class level. Looking ahead, by the 2016/2017 school year the ideal classroom size is exceeded at all levels.

Existing DeSoto Intermediate School Space Allocation – See Chart Two
<table>
<thead>
<tr>
<th>Attendance Center</th>
<th>Program</th>
<th>Space (in SF)</th>
<th>SF Totals</th>
<th>Cap at high District Ideal</th>
<th>SF/Stud at Cap.</th>
<th>ACTUAL 12/13</th>
<th>RSP 13/14</th>
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<tbody>
<tr>
<td>Desoto Intermediate - 16 Classrooms</td>
<td>(18/20 students/class)</td>
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**Notes:**

- Red infill indicates number of students per classroom exceeds District ideal.
- Low end of District ideal indicates classroom capacity based on 18 or 20 students per class.
- High end of District ideal indicates classroom capacity based on 19 or 22 students per class.
ADM Middle School

Building Facts

- Location: Adel
- Configuration: Building is in a shared attendance center with the High School.
- Construction
  - The Middle School addition to the High School was completed in 2006. The Middle School addition houses Middle School classroom space, the Middle School cafeteria/commons, and additional shared space with the High School and the District.
- Middle School General Education Classrooms: 15
- Building Total SF: 55,810 SF (Middle School Use Only)
- Shared Space with High School: 68,541 SF (includes Music, PE, Athletics, Art, Media Center, Auditorium). Assume Middle School students use one third of the shared space allocation, or 22,620 SF.
- Grossing Factor: 1.4 (circulation, mechanical, storage, toilet rooms)
- Program Space: 78,430/1.4 = 56,020 SF
- Actual Building SF/student: 56,020 SF/390 Students = 143 SF/Student (At maximum District ideal capacity)
- Desired Average Individual Classroom SF/Student: 37 SF/Student (At maximum District ideal capacity)
- Actual Average Individual Classroom SF/Student: 37 SF/Student
MIDDLE SCHOOL/HIGH SCHOOL

FIRST FLOOR PLAN
Scale: Not to Scale

SECOND FLOOR PLAN
Scale: Not to Scale

August 2012

frk architects + engineers

MASTERPLANNING STUDY
ADEL DE SOTO MISSION COMMUNITY SCHOOL DISTRICT
DISTRICT OFFICE: ADEL, IOWA
Observations

Current ADM District has a 6th through 8th grade Middle School Configuration. Current ADM ideal classroom size for Intermediate School students is: 24/26 students per classroom.

Square Foot Analysis. Based on the District recommended classroom size for Middle School students, the average SF of classroom space per student at ADM Middle School is 40 SF per student at 24 students per class and 37 SF per student at 26 students per class.

Class Size. The chart below illustrates that for the 2012/2013 school year ADM Middle School had adequate space for students. Starting in the 2018/19 school year the student enrollment will exceed available classroom space at the high end of the District ideal classroom size.

Existing ADM Middle School Space Allocation – See Chart Three

<table>
<thead>
<tr>
<th>Attendance Center</th>
<th>Programs</th>
<th>Space (in SF)</th>
<th>SF Totals</th>
<th>Cap at high District Ideal SF/Stud at Cap.</th>
<th>ACTUAL 12/13</th>
<th>RSP 13/14</th>
<th>RSP 14/15</th>
<th>RSP 15/16</th>
<th>RSP 16/17</th>
<th>RSP 17/18</th>
<th>RSP 18/19</th>
<th>RSP 19/20</th>
<th>RSP 20/21</th>
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</table>

Chart Three—ADM Middle School

Notes:

- Red infill indicates number of students per classroom exceeds District ideal.
- Low end of District Ideal indicates classroom capacity based on 24 students per class.
- High end of District Ideal indicates classroom capacity based on 26 students per class.
**ADM High School**

**Building Facts**

- **Location:** Adel
- **Configuration:** Building is in a shared attendance center with the Middle School
- **Construction**
  - Original High School, 1986. The original building houses administration, classrooms, High School cafeteria, gymnasium and auditorium.
  - Addition and Renovation, 2006. The Addition and Renovation included program space for the Middle School, a competition gymnasium, media center, locker rooms, PE and athletic spaces, classrooms, and a District Administration Office complex.
- **High School General Education Classrooms:** 20
- **Building Total SF:** 51,837 SF (High School Use Only)
- **Shared Space with High School:** 68,541 SF (includes Music, PE, Athletics, Art, Media Center, Auditorium). Assume High School students use two thirds of the shared space allocation, or 45,237 SF.
- **Grossing Factor:** 1.4 (circulation, mechanical, storage, toilet rooms)
- **Program Space:** 97,074/1.4 = 69,340 SF
- **Actual Building SF/student:** 69,340 SF/520 Students = 133 SF/Student (At maximum District ideal capacity)
- **Desired Average Individual Classroom SF/Student:** 37 SF/Student (At maximum District ideal capacity)
- **Actual Average Individual Classroom SF/Student:** 30 SF/Student (At maximum District idea)

**Observations**

Current ADM District has a 9th through 12th grade High School Configuration. Current ADM ideal classroom size for High School students is: 24/26 students per classroom.

**Square Foot Analysis.** Based on the District recommended classroom size for High School students, the average SF of classroom space per student at ADM High School is 32 SF per student at 24 students per class and 30 SF per student at 26 students per class. These numbers fall below the national average for ideal classroom size.

**Class Size.** The chart below illustrates that for the 2012/2013 school year the High School had adequate space for students. Starting in the 2015/16 school year the student enrollment will exceed available classroom space at the high end of the District ideal classroom size.

**Existing ADM High School Space Allocation – See Chart Four**
<table>
<thead>
<tr>
<th>Attendance Center</th>
<th>Program</th>
<th>Space (in SF)</th>
<th>SF Totals</th>
<th>Cap. at high District Ideal</th>
<th>SF/Stud at Cap.</th>
<th>ACTUAL 12/13</th>
<th>RSP 13/14</th>
<th>RSP 14/15</th>
<th>RSP 15/16</th>
<th>RSP 16/17</th>
<th>RSP 17/18</th>
<th>RSP 18/19</th>
<th>RSP 19/20</th>
<th>RSP 20/21</th>
<th>RSP 21/22</th>
<th>RSP 22/23</th>
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<tbody>
<tr>
<td>Adel High School - 20 Classrooms</td>
<td>(24/26 students/class)</td>
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Low End Ideal Cap. 9th | 17,570 | 116 | 135 | 129 | 130 | 126 | 116 | 132 | 149 | 157 | 167 |
High End Ideal Cap. 9th | 17,570 | 116 | 134 | 129 | 130 | 126 | 116 | 132 | 149 | 157 | 167 |
Low End Ideal Cap. 10th | 17,250 | 112 | 116 | 134 | 128 | 129 | 125 | 117 | 129 | 146 | 159 |
High End Ideal Cap. 10th | 17,250 | 112 | 116 | 134 | 128 | 129 | 125 | 117 | 129 | 146 | 159 |
Low End Ideal Cap. 11th | 16,840 | 134 | 116 | 120 | 139 | 133 | 126 | 123 | 118 | 126 | 148 |
High End Ideal Cap. 11th | 16,840 | 134 | 116 | 120 | 139 | 133 | 126 | 123 | 118 | 126 | 148 |
Low End Ideal Cap. 12th | 13,920 | 109 | 129 | 112 | 118 | 136 | 131 | 124 | 118 | 114 | 124 |
High End Ideal Cap. 12th | 13,920 | 109 | 129 | 112 | 118 | 136 | 131 | 124 | 118 | 114 | 124 |
Low End Ideal Cap. TOTAL GEN. ED CLASSROOM | 15,490 | 480 | 32 | 458 | 471 | 496 | 496 | 516 | 523 | 498 | 496 | 514 | 543 | 598 |
High End Ideal Cap. TOTAL GEN. ED CLASSROOM | 15,490 | 520 | 30 | 458 | 471 | 496 | 515 | 523 | 498 | 496 | 514 | 543 | 596 |

Notes:
- Red infill indicates number of students per classroom exceeds District ideal.
- Low end of District ideal indicates classroom capacity based on 24 students per class.
- High end of District ideal indicates classroom capacity based on 26 students per class.
Decommissioned Minburn Elementary

Building Facts:

- Location: Minburn
- Construction:
  - Original Building, 1956. Original building houses classrooms, administration, and library.
- General Education Classrooms: 7 to 10
- Building Total SF: 53,275 SF Total
- 47,585 SF Main Floor
- 5,690 SF Lower Level
- Grossing Factor: 1.4 (circulation, mechanical, storage, toilet rooms)
- Program Space: 53,275/1.4 = 38,054 SF
- Actual Building SF/student: 38,054 SF/133 Students = 256 SF/Student (At maximum District ideal capacity)
- Desire Average Individual Classroom SF/Student: 37 SF/Student (At maximum District ideal capacity)
- Actual Average Individual Classroom SF/Student: 40 SF/Student
Decommissioned 6-7 Middle School

Building Facts:

Location: Adel

- Construction
  - Original Building, 1914. Original Building houses administration, media center, and classrooms.
- Recent upgrades to interior finishes and electrical system.
- General Education Classrooms: 14
- Building Total SF: 47,500 SF
  - 25,150 SF Main Level
  - 12,000 SF Second Floor
  - 10,350 SF Third Floor
- Grossing Factor: 1.4 (circulation, mechanical, storage, toilet rooms)
- Program Space: 47,500/1.4 = 33,400 SF
- Actual Building SF/Student: 33,400 SF/416 Students = 80 SF/Student (At maximum District ideal capacity)
- Desired Average Individual Classroom SF/Student: 37 SF/Student (At maximum District ideal capacity)
- Actual Average Individual Classroom SF/Student: 30 SF/Student (At maximum District ideal capacity)
Part Two

Recommendations