

APPLICATION FOR CHANGE OF USE OF EDUCATIONAL SPACE
2013 - 2014 SCHOOL YEAR

County: Union District: Union Township
School or Building: Livingston Elementary
Address of School: 960 Midland Boulevard, Union, New Jersey 07083
Original Use: Art Room Proposed Use: Kindergarten Classroom

Submit the following with this application:

1. A building floor plan showing the location of the space(s) to be changed.
2. An educational description of the new use.
3. A description of any work to be done.
4. A sketch of the room(s) on an 8 1/2" X 11" sheet of paper indicating:
 - location of air supply and exhaust
 - direction of door swing
 - listing of all fixed/moveable furniture/equipment and amount of floor space each occupies.
5. Fill in details for each item listed below
 - dimensions, and total gross area in square feet: **1,104 square feet**
 - ceiling height: **10'7" and 9'6" (see sketch of room)**
 - type of flooring: **vinyl tiles**
 - foot-candles of light: **50 foot candles**
 - description of door hardware: **wood frame door (glass panels) with brass hardware**
 - number of occupants: **20-22 students teacher and/or aides: 2**

Upon receipt of the above information, we will advise you as to whether or not your request can be approved by the County Office; or whether formal plans are to be submitted to the Office of School Facilities Financing by a licensed architect or registered engineer.

The Board of Education approved the Change of Use Application for the **2013 – 2014 school year** on _____ (Date).

*****A COPY OF RESOLUTION FROM MINUTES MUST BE ATTACHED*****

Certified by: _____
(Chief School Administrator) (Date)

(School Business Administrator) (Date)

FOR COUNTY SUPERINTENDENT'S USE ONLY

Date of Inspection by County Office: _____ Inspected by: _____

Included in Long-Range Facility Plan: Yes _____ No _____

Beginning with the **2013 – 2014** school year, approval: is granted _____ is not granted _____

subject to the following conditions: _____

(Executive County Superintendent) _____ (Date) _____

**TOILET ROOM FACILITIES FOR EARLY INTERVENTION, PRE-
KINDERGARTEN AND KINDERGARTEN CLASSROOMS**
2013-2014 SCHOOL YEAR

A separate form is required for each school building

SCHOOL NAME Livingston Elementary DISTRICT NAME Union Township

ROOM NUMBER(S) 115 COUNTY NAME Union

To: Executive County Superintendent:

Our school district elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3 (h) 4ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom. Our school children shall be supervised in the following manner:

The kindergarten teacher and the classroom assistant (teacher's aide) will escort the children to the Boys' and Girls' bathroom in the morning prior to the kindergarten students' daily snack period and again after the students' lunch period. At all other times, the classroom assistant will escort the kindergartners to the bathroom on an individualized or small group basis. In the event that the teacher's aide is on a break or is out of the classroom with another child, the classroom assistant from the adjacent kindergarten classroom will be called upon to assist. If and when necessary, the student may use the bathroom in the adjacent kindergarten classroom.

Board of Education has approved this alternate method of compliance on _____;
a copy of the resolution is attached.

I certify that all requirements of N.J.A.C. 6A:26-6.3 (h) 4ii and iii have been met.

Chief School Administrator

Date

Approved: _____

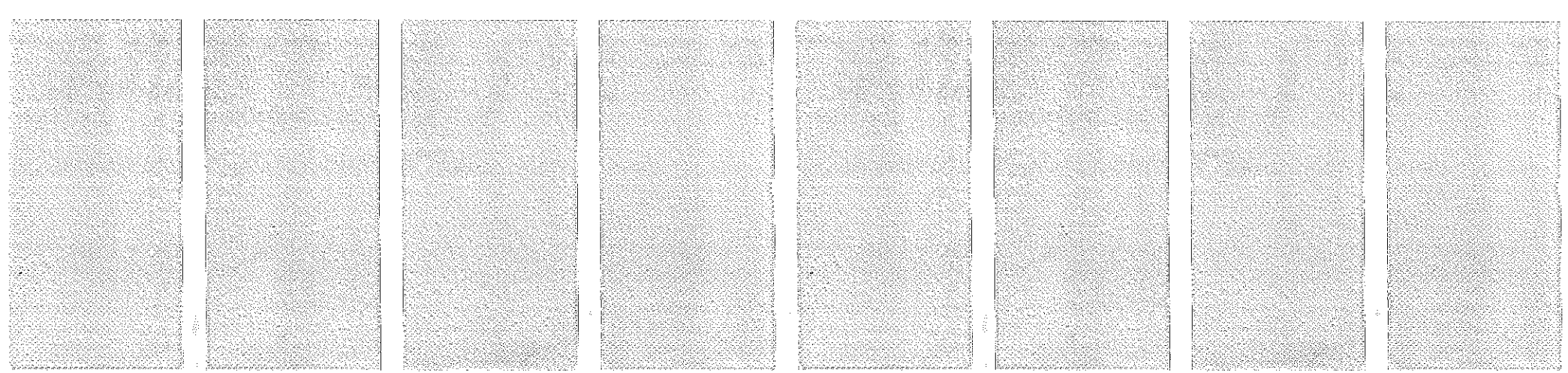
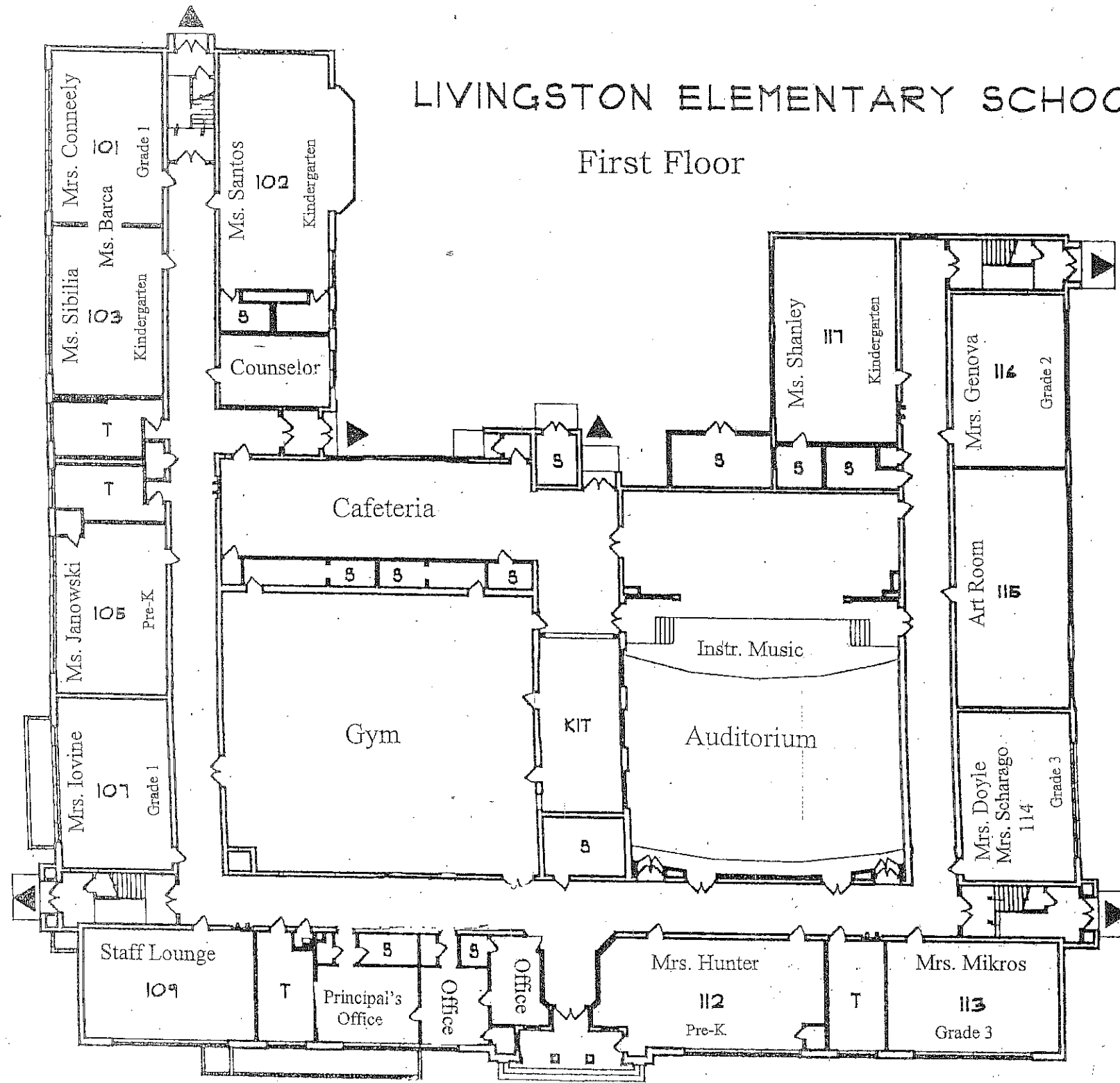
Not Approved: _____

County Superintendent

Date

LIVINGSTON ELEMENTARY SCHOOL

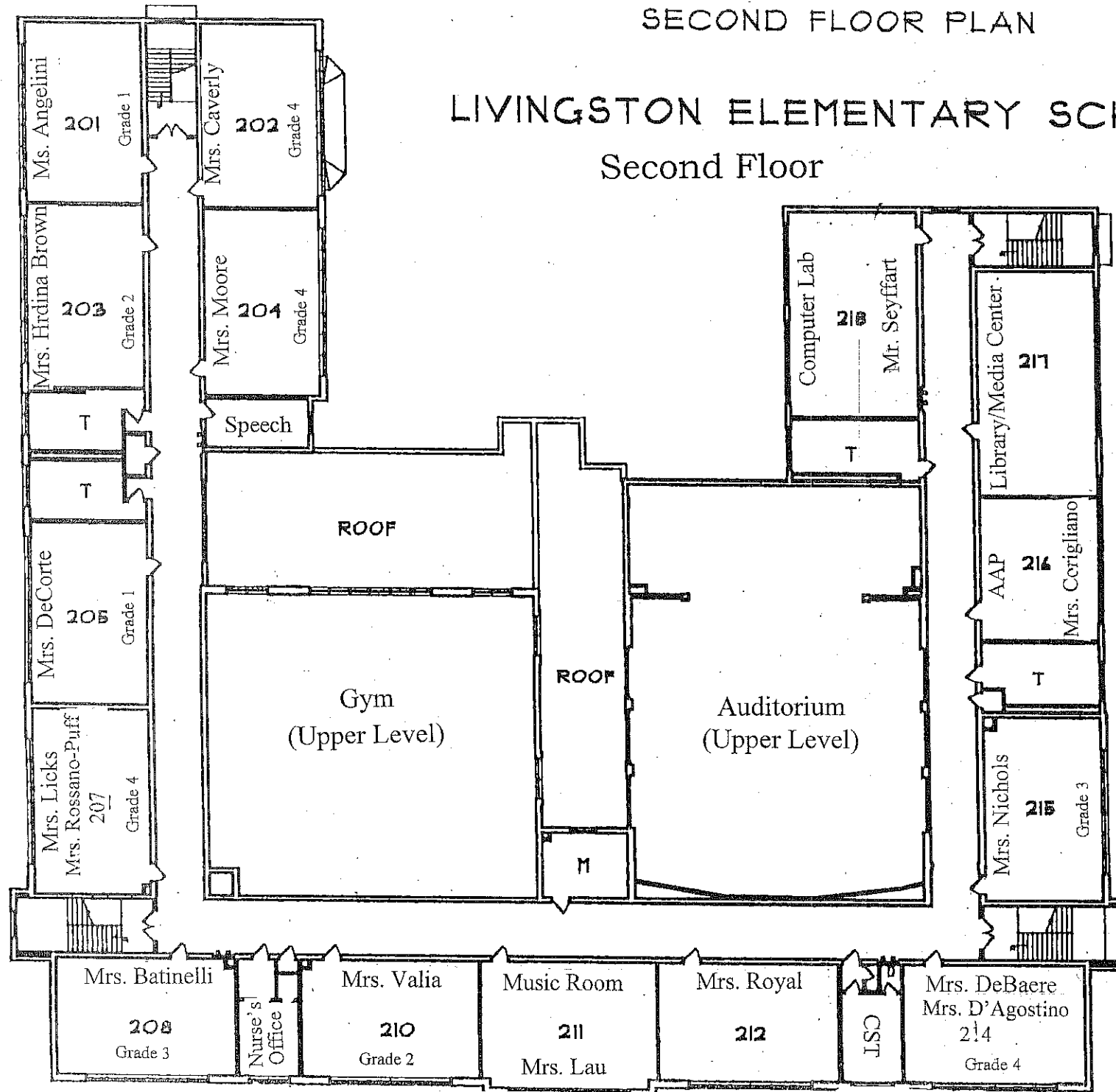
First Floor



SECOND FLOOR PLAN

LIVINGSTON ELEMENTARY SCHOOL

Second Floor



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The kindergarten teacher and the classroom assistant (teacher's aide) will escort the children to the Boys' and Girls' bathroom in the morning prior to the kindergarten students' daily snack period and again after the students' lunch period. (The Girls' Room is located approximately 75 feet from the classroom. The nearest Boys' Room is approximately 150 feet from the classroom.) At all other times, the classroom assistant will escort the kindergartners to the bathroom on an individualized or small group basis. In the event that the teacher's aide is on a break or is out of the classroom with another child, the classroom assistant from the adjacent kindergarten classroom will be called upon to accompany a child to the bathroom.

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a copy of the resolution is attached.

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Chief School Administrator

Date

Approved: _____

Not Approved: _____

County Superintendent

Date

