



2012 Exhibition of School Architecture



More than 5,000 school leaders will view this exhibition!

Schedule

November 1, 2011

Entry forms e-mailed to prospective exhibitors

December 22, 2011

Entry forms due in NSBA office

January 10, 2012

PowerPoint entry submissions due in NSBA office

January 25 & 26, 2012

Jury meeting in NSBA office

April 11, 2012

Final exhibits due in Boston

April 21, 2012

Boston exhibition on display

Exhibition of School Architecture at the

National School Boards Association's

72nd Annual Conference

April 21-22, 2012 in Boston, MA



Jury

By Agreement between NSBA and AIA, the exhibition jury this year will consist of two members selected by NSBA and one member of AIA who are experienced in school building design. The jury, meeting in Alexandria, VA, January 25-26, 2012, will select entries for the final exhibition. **Entries received from school districts or architectural firms of jury members will be considered for awards or citations. Judges from these firms or school districts will recuse themselves from discussion of their firm's projects.** Although the jury will not place undue emphasis upon the manner of presentation, entrants are reminded that the jury will meet to consider entries this one time only and that submissions should be carefully prepared. Decisions made by the jury at this time are final; there will be no opportunity for reconsideration. After the jury meeting, each entrant will be notified whether the entry has been selected for final exhibition.

Criteria

In selecting entries for the exhibition, the jury will give prime consideration to the architectural solution of the stated educational program requirements. The design solution should be uniquely adapted to the educational program and should clearly reflect the challenge presented and how the architect met this challenge in the response to function and aesthetics. Specifically, the jury will give consideration to the following:

*response to educational program *flexibility *community use *overall presentation
*organization of instructional area *technology systems *site development

Guidelines for PowerPoint Presentation

*Use only True Type fonts *Limit number of slides to 15 *Limit total file size to 10 megabytes *Maximum length of each presentation should be no more than five minutes *Maximum screen image should be 800x600 pixels *Text on slides and floor plans must be readable
*Use the Manual Advance feature *Save your presentation as a Microsoft PowerPoint Presentation document type-- .ppt files (**no pptm or .pptx, or any other file extension types will be allowed**) *Do not include any transitions or animations *Do not mention the name of the architectural firm on any slides

Minimum Material for Entry Submissions

The material presented in the Microsoft PowerPoint Presentation for jury consideration shall include the following items
IN THIS ORDER:

1. **Overall photograph** or rendering depicting nature of project.
2. **List the following information on one slide:** location of school; type of school; grades served; capacity-number of students; size of site-acres; area of building; square feet per student; square foot cost; cost of construction; total project cost; contract date; completion date; percent complete; new construction or renovation.
3. **Descriptive Data.** (a) Educational program features—list the unique aspects of your design, what the jury members should look for, what you want to stress about this project, what makes it different, provide points of interest; (b) list any unusual site considerations; (c) provide technical information including type of construction, materials and mechanical systems; and (d) describe technology system. Descriptive data (a, b, c, and d) should be in list form or phrases for quick review by jury members.
4. **Plans.** Complete site plan, floor plan and one section sufficient to explain solution.
5. **Photographs—exterior.** In case of a single building, only one photograph is necessary; in case of a group of buildings, provide sufficient photographs to show principal buildings in group (color photographs are preferable). Rendered elevations or perspectives may be substituted for photographs only for work in design or under construction, but may be included along with photographs of completed buildings.
6. **Photographs—interior.** Minimum of six (color preferred). It is important that a majority of these photographs include teaching areas and preferably with people to help jury members with scale.
7. **Concealed Identification.** Concealed identification sheet will be e-mailed with entry confirmation. Completion of concealed identification sheet provided, containing name of architect, name and location of project, and name of owner (superintendent and school district or president and institution). This information will be used by NSBA exactly as provided by the architect in the development of the exhibition directory and certificates. During the jury meeting, anonymity of all entries will be scrupulously maintained. **Names of firms must not appear on any drawings, photographs, or overall presentation to be judged.** Concealed identification sheet shall be e-mailed with Microsoft PowerPoint presentation to sfolks@nsba.org.

E-Mailing Entry Submittals

All Microsoft PowerPoint Presentations and concealed identification sheet must be e-mailed to sfolks@nsba.org by January 10, 2012. **Do not send zipped files!**

Fees

Each exhibitor shall pay fees for exhibit space as follows:

- *\$495.00 for each two-board entry
- *\$895.00 for each four board entry

Fees for exhibition space, less a charge of \$100, will be returned to architects whose entries are not selected for placing in the final exhibition or are withdrawn prior to the exhibition. Written notification of withdrawal from the exhibition must reach NSBA by **January 10, 2012**, for any refund of fees. Projects not received in time to be properly prepared for the jury meeting will not receive a refund.

Exhibit

All entries shall be exhibited on 20" x 20" panels of ½" thick Gatorfoam or other lightweight, warp-proof material. Each school building or project must be presented on two boards or on four boards based upon fees paid. All exhibit material must meet fire codes. Composition of individual boards shall be at the discretion of entrant, provided that minimum graphic requirements stated below are met. Permanent-type adhesive should be used to attach plans and photographs to boards. No margins are needed and boards are completely exposed on all edges. Boards must conform to the specifications indicated above; framed boards, oversized or undersized boards, or boards of a composition that will warp or bend cannot be accommodated in the display racks, are unacceptable and will not be exhibited. Grommets for hanging are not necessary and should not be used.

The mounting system to display the exhibit will utilize two (2) 10-inch strips of Velcro adhesive tape applied directly to the back of each board. The boards will then be placed on a fabric covered display system. *Two boards or four boards* devoted to one building or project *shall be composed to be stacked together, one above the other*. Four board compositions shall be hung vertically in pairs of two in adjacent mounting system panels. Please indicate desired grouping on back of boards.

Plans

Site plan, floor plans, elevations, and one or more sections shall be shown legibly and accurately, with numerical and graphic indication of scale. Reproductions of working drawings are not acceptable for any part of display. For ease of viewing, all floor plans except those for very large buildings shall be at scale of not less than 1/32" equals 1 foot.

Photographs

The minimum number of photographs required for entry submissions will apply also to the final exhibit. It should be pointed out that these are minimum requirements. The purpose of the exhibition is to give attendees as clear an image as possible of each school building design. A greater number of photographs, if they add to the presentation, are permissible.

Descriptive Data for Each Project

Text should be large enough for exhibit viewing and kept simple. The following data must be clearly described for each project:

- | | |
|---|-------------------------------------|
| * name and location of school | * total project cost |
| * name of owner (school district and superintendent's name or name of institution and president's name) | * total construction cost |
| * name of architect | * construction cost per student |
| * date project was bid | * construction cost per square foot |
| * completion date | * square foot per student |

Supervision and Services

NSBA reserves the right to assign exhibit space and to withhold from exhibition entries deemed to be unsuitable for display. Adequate general illumination will be provided; no special lighting system will be provided or permitted.

NSBA will supervise unpacking and hanging of exhibits and will oversee dismantling and repacking. Display system for boards will be provided and the necessary labor and cost involved will be assumed by NSBA.

Participating Architects

Architects are reminded that this is an exhibition of school architecture and not a commercial display. Personal solicitation or the distribution of literature in the architectural exhibition area is prohibited.

Packing and Shipping Instructions

Entries for the final exhibition must be received in Boston by April 11, 2012. Shipping cartons should be of sturdy construction and sealed for safe delivery to the exhibition site. Cartons should be constructed to preserve the 2 or 4 board display during shipment to the exhibit **as well as for return**.

Exhibits will be packed in sender's original packing carton for return. Recommended materials for proper packaging include the use of plastic bubble wrap or solid Styrofoam packing material. **NO STYROFOAM PEANUTS! (Do not use loose pieces of packaging material.)** Because the boards and packaging materials are relatively light weight, strong shipping adhesive tape should be adequate to secure the carton. Wooden crates are acceptable and may offer greater protection from possible damage during shipment. Cartons must be properly identified with sender's name and address for return of exhibit boards. Failure to observe minimum precautions for safe shipment may result in additional handling charges. **RETURN** shipping will be by **Freeman Air** and a **credit card number will be required** for the cost of the return shipment. There will be **NO RETURN SHIPPING via FedEx, UPS, Airborne, etc.**

Entries must be shipped to Boston prepaid. Specific shipping instructions will be mailed to exhibitors in late February/early March. **You can ship to the warehouse using any method you prefer (FedEx, UPS, Airborne, etc.).**

Liability and Insurance

NSBA, AIA, the exhibition hall management, or any officers or staff members will not be responsible for the safety of property of exhibitors from theft, damage by fire, accident, or other causes. Reasonable care to protect exhibitors from such loss will be exercised and guards will be on duty during periods when the exhibition is not operating. Entrants wishing to insure their exhibits must do so at their own expense.

The Exhibition of School Architecture sponsored by the **National School Boards Association and the American Institute of Architects**, affords a unique exposure for architects and school districts. More than 10,000 school board members, superintendents, and other attendees will view and study the exhibition. This exhibition of outstanding school architecture is a major feature of NSBA's Annual Conference and Exposition. Architects are invited to participate in accordance with the following conditions:

- * All entries shall be submitted by registered architects (eligibility not limited to members of AIA)
- * Regular entries are limited to instructional and administrative facilities for public, private, and parochial schools of all levels.
- * Entries that do not conform to these requirements may be submitted to the jury as special entries. Such entries will be accepted or rejected at the discretion of the jury.
- * Projects must have been completed since January 1, 2009, or if uncompleted, design must be in progress on or before January 1, 2012.
- * Entries from outside the continental United States are welcome. However, if selected by the jury for showing in the final exhibition, they will be accepted with the stipulation that entrants assume full responsibility for entry through customs and for delivery to exhibition hall. NSBA can accept delivery only at the official warehouse and cannot take responsibility for customs clearance or other special services.

Entry Submission and Selection

An exhibition jury will review PowerPoint submissions and select entries for the final exhibition to be held in Boston. Because of space limitations and in order to keep the exhibition manageable, only a limited number of entries can be accepted. The jury will be given complete responsibility for the freedom in selecting entries that it believes best represent a nationwide cross section of school buildings or special interest to those attendees. Each entry will be sent a letter either accepting or rejecting that entry.

Dates for Submission

Entry forms, accompanied by fee for exhibit space, must be received by NSBA no later than December 22, 2011. Microsoft PowerPoint Presentation entry submissions are due no later than January 10, 2012.

Permission

By submitting the PowerPoint slides for jury review, you affirm that you are the copyright owner of the PowerPoint slides and any images contained in them, and you agree that NSBA has permission, without any compensation to you, to use such slides for other purposes including, but not limited to, display at NSBA's Conference and Exposition and posting in NSBA's website.

Certificates

Certificates will be issued to entrants whose projects are selected by the jury for showing in the final exhibition.

Awards

One project will be designated the "Grand Prize Winner."

Citations

Citations calling attention to outstanding features of individual projects may be made at the discretion of the jury.

2012 Exhibition of School Architecture

National School Boards Association's 72nd Annual Conference • Boston • April 21-22, 2012

Complete and mail, fax or email this entry form before December 22, 2011 to:

Sandy Folks, Manager, Conferences, NSBA Exhibition of School Architecture

1680 Duke Street, Alexandria, VA 22314 • Telephone: (703) 838-6787 • Fax: 703-549-6719 • E-mail: sfolks@nsba.org

Firm Name _____

Contact _____

Title _____

Street Address _____

City _____

State _____

Zip _____

Telephone _____

Fax _____

Email (Required – confirmations will be emailed)

Please list the project being submitted to the jury below

Please list the project being submitted to the jury below

Name of School (or Institution)

Name of School (or Institution)

Location (City and State)

Location (City and State)

Superintendent of Schools (or President)

Superintendent of Schools (or President)

School District

School District

Type of Project:

- K-12
- Elementary
- Mid/Jr. High
- High School
- College
- Other, please specify _____

Spaced Reserved:

- 2-board exhibit @ \$495
- 4-board exhibit @ \$895

- Work in design or under construction
- Project is technology related
- Adaptive reuse
- Restoration

Type of Project:

- K-12
- Elementary
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- High School
- College
- Other, please specify _____

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Total Remittance: \$ _____

Payable to: National School Boards Association

Refunds will not be granted after January 10, 2012

Method of Payment

Check One:

- Check enclosed, made payable to NSBA
- MasterCard VISA American Express

Card# _____ Cardholders Name _____

Expiration Date _____ Authorized Signature _____

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About NSBA

The National School Boards Association is a not-for-profit organization representing State Associations of school boards and their member districts across the United States. Its mission is, working with and through our State Associations, to advocate for equity and excellence in public education through school board leadership. NSBA achieves that mission by representing the school board perspective in working with federal government agencies and national organizations that impact education, and provides vital information and services to State Associations of school boards throughout the nation.

NSBA advocates local school boards as the ultimate expression of grassroots democracy. NSBA supports the capacity of each school board, acting on behalf of and in close concert with the people of its community, to envision the future of education in its community, to establish a structure and environment that allow all students to reach their maximum potential, to provide accountability to the community on performance in the schools, and to serve as the key community advocate for children and youth and their public schools.

Founded in 1940, NSBA represents its State Association members and their 95,000 local school board members, virtually all of whom are elected. These local officials govern 14,500+ local school districts serving the nation's 50 million public school students.

NSBA policy is determined by a 150-member Delegate Assembly of local school board members who represent their State Associations of school boards. The 25-member Board of Directors translates this policy into action. Programs and services are administered by the NSBA executive director and a 100-person staff. NSBA's office is located in metropolitan Washington, D.C.



National School Boards Association

1680 Duke Street
Alexandria, VA 22314-3493
Phone: 703-838-6722
Fax: 703-683-7590

Web Address: <http://www.nsba.org>

E-mail: info@nsba.org

Working with and through our State Associations, NSBA advocates for Equity and Excellence in Public Education through School Board Leadership