

FACILITIES SERVICES

Facilities Planning

School Planning

This policy supersedes Policy 8120.

I. PURPOSE

To prescribe steps to be followed in school planning.

II. SUMMARY OF CHANGES SINCE LAST PUBLICATION

- A. Section III. has been revised to reflect updated department names.
- B. Section VIII. has been reworded for clarity.

III. EDUCATIONAL SPECIFICATIONS

Developing educational specifications shall be the responsibility of the Superintendent, the Instructional Services Department, the Department of Special Services, and the Department of Facilities and Transportation Services.

New school construction and renewals shall be planned in accordance with approved educational and safety specifications.

IV. CAPITAL IMPROVEMENT PROGRAM

The Superintendent shall prepare and update annually a five-year capital improvement program (CIP), which shall be submitted to the School Board for approval. The CIP shall depict the capital projects, with associated costs and schedule, which are projected to be required in the next five years.

V. COOPERATIVE UTILIZATION

If additional facilities or facilities larger than those required to meet the approved educational program are provided to meet other county agency or community needs, the cooperating agency, community group, or association shall be asked for supporting funds or other assistance.

VI. SCHOOL CAPACITY

The capacity of a school building shall be determined by the educational program to be housed. The criteria for space allocation are the square footage requirements per student, the approved pupil-teacher ratio, and need for space for special programs, such as in music education, special education, and vocational education.

VII. BOUNDARIES

School boundaries shall be adjusted periodically in accordance with the criteria identified in Policy 8130.5.

VIII. SIZE AND LOCATION

The preferred maximum sizes, absent any extraordinary circumstance, for new school buildings are; 36 classrooms (approximately 900 student program capacity) for elementary, 1,000 student program capacity for middle (grades 7-8), and 2,000 student program capacity for high school. Schools shall be located in accordance with the approved CIP and shall be constructed in accordance with the approved educational specifications.

IX. COMMUNITY INVOLVEMENT

During appropriate stages of the planning and review of construction projects, the School Board and the school staff shall provide an opportunity for and shall encourage public involvement.

Policy
adopted: July 1, 1986
Corrected: November 1, 1993
Reviewed and
corrected: July 27, 2007