

## **Educational Specifications for Construction**

To insure that all new facilities are designed to best implement the educational program, the superintendent shall provide for the development of detailed educational specifications to apply to the design and construction of new buildings. Upon Board consideration and approval, the specifications shall be presented to the architect.

In developing specifications, the superintendent shall draw on recommendations of citizens' committees, both the professional and support staff, students and student groups, and community organizations.

The specifications shall include:

1. Information concerning the plan of school organization and estimated enrollment in the proposed building.
2. A description of the students to be served.
3. A description of the proposed curriculum and the teaching methods and techniques to be employed.
4. A schedule of space requirements, including an indication of relative locations of various spaces.
5. A desired layout of special areas and the equipment needed for such areas.
6. An outline of mechanical features and special finishes desired.
7. A description of standard codes and regulations (school district, city, county and state) affecting planning.
8. Pertinent budget and related factors.

The Board expects the resulting document to serve two purposes: (1) Clarify and consolidate the thinking of the administration, the Board and the community on the needs, desires and objectives of the educational program to be conducted within the proposed new building; (2) Organize this important information in a manner that can be easily and clearly interpreted by the architect.

Current practice codified 1996

Adopted: date of manual adoption