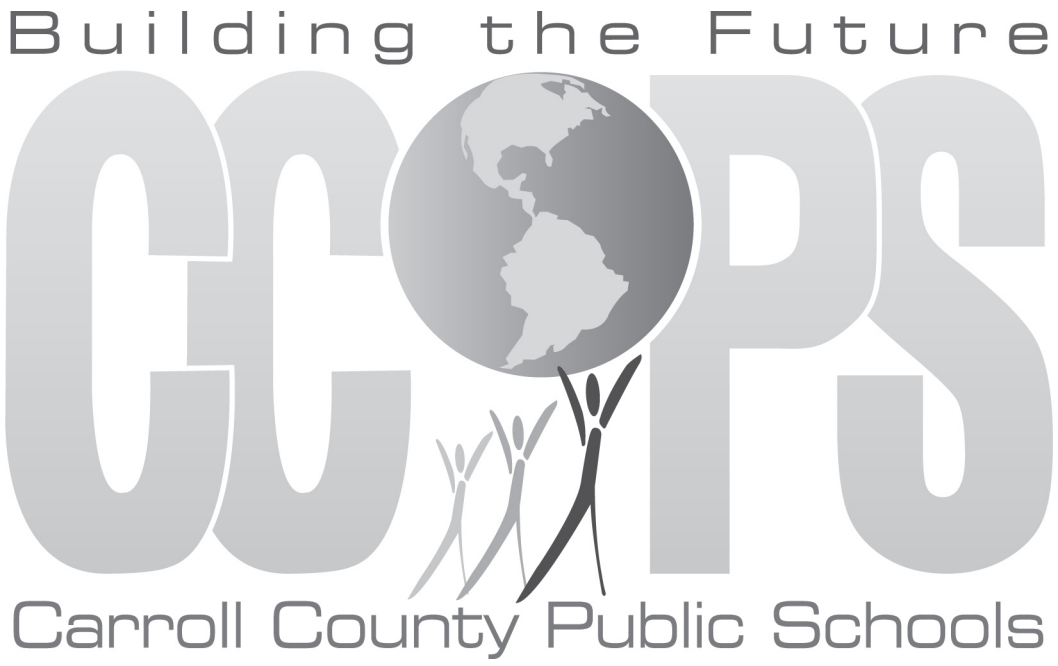
EDUCATIONAL FACILITIES MASTER PLAN 2025-2034



June 11, 2025

Carroll County Public Schools
Westminster, Maryland 21157

FACILITIES MASTER PLAN 2025-2034

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SECTION 1
INTRODUCTION

INTRODUCTION

This Educational Facilities Master Plan is a long range planning document that evaluates current school facilities, analyzes the school systems future facility needs, and recommends solutions to address these needs. This approved plan helps to inform the public, and county and municipal officials about long-range plans for future educational facility improvements. In order to implement this plan, a Capital Improvement Program (CIP) request is submitted to both the County and State government each year. The annual CIP request is a six year plan that schedules school construction projects based on fiscal resources available and includes the prioritization of specific projects to be constructed during the six year time frame.

Plan Contents

This plan contains the following sections:

Section 1 - The introduction describes the purpose of the plan, the contents of the plan, the basic assumptions and parameters used to develop the plan, and the approval process

Section 2 – The "Carroll County Community" section of the plan describes the demographic, economic, and land development trends in Carroll County that form the context for reviewing future school facility needs.

Section 3 – The "Goals, Standards, and Guidelines" section details the educational policies and procedures which are vital to understanding the facility needs of the system.

Section 4 – The "Existing School Facilities" section of this plan provides information regarding the existing inventory of schools. This inventory includes things such as school capacities, utilization rates, age of schools, and general physical condition of schools.

Section 5 – The "Enrollment Projections" utilized for this plan are the 2025-2026 to 2034-2035 Enrollment Projections. This section provides both countywide and school by school enrollment projections which are used to evaluate future school capacity needs.

Section 6 – The "Facilities Master Plan" section of the plan contains a facilities needs analysis and approved construction calendar of projects. The facilities needs analysis uses the information contained in the previous sections of the plan to determine future facility needs. The Construction Calendar is the list of future school construction projects which will provide the basis for the next CIP request.

There are several exhibits and appendices at the end of the document that contain information on a variety of topics which are relevant to this Educational Facilities Master Plan document.

FACILITIES MASTER PLAN
Basic Assumptions and Parameters

- This plan strives to meet the Board of Education's goal to optimize resources: Carroll County Public Schools will make maximum, effective, and efficient use of fiscal, human, and facility resources, which align with and support student achievement.

- Enrollment projections have been revised based on September 30, 2024 actual enrollments and serve as a foundation for the development of the master plan.

- Last year's approved Educational Facilities Master Plan, the current status of the FY26-31 Capital Improvement Program Budget request, and contribution from staff, citizens and Carroll County Government are considered as the 2025-34 Educational Facilities Master Plan is developed.

- The updated Physical and Functional Assessment Report was one criterion used to establish the priority order for modernizations included in this plan.

- The plan reflects the basic guidelines specified in the "Goals, Standards and Guidelines" section (#3) of the full educational master plan document. This includes, but is not limited to, school system organization, philosophy and instructional program, school capacity calculations, school size parameters, and school staffing ratios.

- Projects that address serious health, safety, code, or program deficiencies are given a high priority within this plan.

- Special education and alternative education components should be planned at each level.

Planning Process

The development of the Educational Facilities Master Plan (EFMP) is part of an annual capital planning process which includes the development of the enrollment projections and the Capital Improvement Program request. This process includes the following steps:

• Development of 10-year enrollment projections	December-March
• Preparation of Draft EFMP by Facilities staff	January – April
• Presentation of Recommended EFMP to Board of Education (BOE)	May
• Approval of EFMP by BOE	June
• Submission of approved EFMP to Maryland Department of Planning	July
• Preparation of Draft CIP request by Facilities staff	July-August
• Presentation of Recommended CIP request to BOE	September
• Approval of CIP request by BOE	October
• Submission of CIP request to Carroll County Dept. of Management & Budget, and to Maryland Public School Construction Program	October