

**Policy Statement #7004 (Construction) of the Board of Education
Regarding the Educational Specifications for School Renovation, Revitalization,
and/or New Construction Projects**

- I. Purpose
 - A. To ensure the development of a written document to convey the specific program and spatial requirements for new, replacement, and renovation/renewal projects, as well as any project executed in association with changes in educational programming or grade band configurations
- II. Definitions
 - A. Educational specifications – a detailed description of educational programs and services that the school facility should accommodate, present and future, thereby creating a vision to guide the design of the resulting facility.
- III. Policy Statement
 - A. The Board of Education of Calvert County believes that the first step in any new replacement, and renovation/renewal project, as well as any project executed in association with changes in educational programming or grade band configurations e, is the identification of the building specifications required to meet the instructional and physical needs of students and staff. To that end, Calvert County Public Schools will develop a standard educational specification document for each applicable planned project. This document will be adopted by the Board of Education and will serve as the foundation for the design and development of the educational facility.
- IV. Delegation of Authority
 - A. The Superintendent is directed to develop administrative procedures to implement this policy in accordance with all local policies and local, state, and federal laws and regulations and to communicate this policy and accompanying procedures to all relevant parties.
- V. Exceptions
 - A. There are no exceptions to this policy. However, the Board, by majority vote, may temporarily suspend all or part of this policy. Suspension of all or part of this policy, however, in no way relieves the Board of its obligation to comply with the pertinent local, state and federal laws and regulations or the rules and regulations of the Maryland State Board of Education and the Maryland State Department of Education.
- VI. Review
 - A. This policy will be reviewed at the end of four years, or sooner, if approved by majority vote of the Board of Education in public session.

Construction #7004

Adopted: 6/27/73

Revised: 9/7/06; 9/10/09; 9/6/12; 10/13/16; 11/12/20, 6/11/26

Reviewed without any changes:

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VII. Effective Date

- A. This policy is effective June 11, 2026

Citations

State Law: §§2-303(f), 5-303, and 5-314 of the Education Article of the Annotated Code of Maryland
§5-7B-07 of the State Finance Procurement Article of the Annotated Code of Maryland
State Reg.: COMAR 14.39.02.13C
Federal Law:
Adm. Reg.:
Neg. Agr.:
Other Citation: Interagency Commission on School Construction/Public School Construction Program
Administrative Procedures Guide

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