FACILITIES DEVELOPMENT   **Policy** **7110**

Facilities Planning and Design

Educational Specifications

To ensure that all new and remodeled facilities are designed to best implement the educational program of the School District, the Superintendent will provide for the development of detailed educational specifications to apply to the design and construction of new or remodeled buildings. The preparation of educational specifications will serve the following purposes.

1.   Clarify and consolidate the thinking of the staff, administration, Board and community on the needs, desires and objectives of educational programs to be conducted within the proposed new or remodeled building.

2.   Organize important information in a manner that can be easily and clearly interpreted by an architect.

When educational specifications are prepared, an introductory section will be devoted to a brief description of the community, enrollment trends, and the educational philosophy of the District. Educational specifications are detailed descriptions of the following items:

1.   Activities that will take place in the building.

2.   Organization of instruction and curriculum to be housed in the building.

3.   Specific architectural characteristics desired.

4.   Facilities needed, equipment required and space relationship to other facility elements.

5.   Pertinent budget and other governing factors.

The persons involved in developing educational specifications should include: the Board, which adopts policies, approves final specifications, employs the architect and provides the budget; the Superintendent, who provides administrative leadership, interpretation and evaluation; principals, staff members, students and patrons, who utilize the facilities; and the architect, who develops architectural plans for the facility.

Consultants may be used in the development of educational specifications when deemed necessary by the Superintendent and the Board.

Adopted: October 23, 2000

Knox County R-I School District, Edina, Missouri