
**CARROLL COUNTY PUBLIC SCHOOLS
ADMINISTRATIVE REGULATIONS**

**BOARD POLICY BDFB: COMMITTEE FOR NEW CONSTRUCTION AND MAJOR
RENOVATION**

The Superintendent shall form a specific planning committee for each new construction and major renovation project to develop educational specifications and to provide input to the commissioned design team (Architect/Engineers) on such items as site and space planning, curricular needs, community use of buildings and other general building considerations.

The committee will be formed the year prior to the request for state planning approval and be provided with at least six months to complete the educational specifications.

The Planning Committee shall consist of at least one member of the Board of Education, Central Office personnel, principals, teachers, and a diversified group of lay-persons from the area involved, including one student for high school projects. The Committee may utilize the counseling and consulting services of the University of Maryland's Education Staff and the Maryland State Department of Education, or any such advisory group.

The Committee shall meet until all plans are finalized. The Superintendent will approve the appointment of committee members, who will elect a Chairperson.

In the event that the Superintendent deems the use of a previously designed facility (hereafter referred to as a prototype) or a new prototype design to be beneficial to the school system, he/she may grant priority consideration to the use of the prototype design. If a prototype plan is used, the role of the Committee shall be to study the plans and make recommendations for minor modifications in accordance with experience or special program needs.

All schematic, design development, and construction documents shall be approved by the Board of Education. The Committee shall function until completion of Dedication Ceremony.