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**CARROLL COUNTY PUBLIC SCHOOLS  
ADMINISTRATIVE REGULATIONS**

**BOARD POLICY FB: ADEQUATE FACILITIES**

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1. Carroll County Public Schools uses the following capacities in determining the adequacy of facilities:
  - a. Elementary - State Rated Capacity  
Calculation: Capacity calculation shall be based on the same number of regular classrooms as local capacity, calculated at 23 students per classroom. Kindergarten is calculated based on the formula of 22 students/classroom.
  - b. Middle School - Functional Capacity  
Calculation: Capacity calculation shall be based on 25 students per teaching station for core curricular programs.
  - c. High Schools - State Rated Capacity  
Calculation: Capacity calculation shall be based on 25 students per teaching station with a utilization factor of .85.
2. Carroll County Public Schools uses the following definitions to determine facility adequacy as related to student enrollment:
  - a. Adequate:  
Up to 100% of capacity.
  - b. Approaching Inadequacy:  
Elementary Schools - 101% - 105% of capacity.  
Secondary Schools - 101% - 110% of capacity.
  - c. Inadequate:  
Elementary Schools - Greater than 105% of capacity.  
Secondary Schools - Greater than 110% of capacity.
3. Local jurisdictions will be provided with a copy of the Educational Facilities Master Plan (EFMP) In July Included in the EFMP are updated enrollments, enrollment projections, and facility capacities.
4. Upon request by a local jurisdiction, the Superintendent/designee will provide input as to the effect a development may have on the capacity of local schools.

5. Upon request, the Superintendent/designee, will indicate to local jurisdictions the facility adequacy, as defined in #2 above.
6. The Superintendent/designee will work jointly with local jurisdictions to assist in the interpretation of any school documents related to capacity and student enrollment.

**EFFECTIVE: April 22, 2009**