

NEW CONSTRUCTION: Planning

Patterns of Participation

1. Staff and Other School Personnel

It shall be the responsibility of the Department of Physical Facilities to fully utilize the services and counsel of school and staff personnel in the planning process for new construction.

- a. The Office of Strategic Planning shall establish lines of communication with staff personnel, school principals, and the Board of Education in determining such issues as the student capacity of a school building, enrollment projections for individual school districts, and changes in school boundaries.
- b. The Office of Engineering and Construction shall consult with the school staff in such issues as the functional and practical aspects of school design, materials, and systems of construction.
- c. The Office of Maintenance and Grounds shall consult with the school staff in such issues as the functional and practical aspects of site development design as well, as the selection of equipment and materials.
- d. The Office of Purchasing shall consult with the school staff in such issues as the selection of furniture and equipment.

2. Other School Systems

It shall be the responsibility of the Department of Physical Facilities to periodically visit and observe similar operations in other school systems, both in Maryland and throughout the nation. Such visits and observations should provide opportunities for interchanges of operational views and ideas with the express purposes of improving planning and functions in the respective offices.

3. Consultants

It shall be the responsibility of the Executive Director of Physical Facilities to recommend the employment of consultants when it is deemed advisable and proper by the Superintendent of Schools that such services are required to revise,

enlarge, or improve any phase of the overall planning process for new construction.

Rule  
Approved: 9/25/69  
Revised: 9/27/90  
Revised: 9/18/07]

Superintendent of Schools