

## Educational Specifications

To ensure that all new facilities are designed to implement the educational program, the superintendent will provide for the development of detailed educational specifications to apply to the design and construction of new buildings. Upon Board consideration and approval, the specifications will be presented to the architect.

In developing specifications, the superintendent will draw on recommendations of citizens committees, both the professional and noncertificated staff, of students and student groups and of community organizations.

The specifications shall include at least the following:

1. Information concerning the plan of school organization and estimated enrollment in the proposed building;
2. A description of the pupils to be served;
3. A description of the proposed curriculum and the teaching methods and techniques to be employed;
4. A schedule of space requirements, including an indication of relative locations of various spaces;
5. A desired layout of special areas and the equipment needed for such areas;
6. An outline of mechanical features and special finishes desired;
7. A description of standard codes and regulations (school district, city, county, and state) affecting planning; and
8. Pertinent budget and related factors.

The Board expects the resulting document to serve two purposes. It will: 1) clarify and consolidate the thinking of the administration, the board, and the community on the needs, desires and objectives of the educational program to be conducted within the proposed new building; and 2) organize this important information in a manner that can be easily and clearly interpreted by the architect.

END OF POLICY

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**Legal Reference(s):**

[ORS 195.110](#)  
[ORS 197.295 - 197.314](#)

[ORS 332.107](#)  
[ORS 332.155](#)

[OAR 581-022-1530](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).  
Americans with Disabilities Act Amendments Act of 2008.