

Title 14

INDEPENDENT AGENCIES

Subtitle 39 INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION

Chapter 07 Public School Facilities Educational Sufficiency Standards

Authority: Education Article, §5-310, Annotated Code of Maryland; Ch. 14, Acts of 2018

.01 Purpose.

The purpose of Maryland Public School Facilities Educational Sufficiency Standards is to establish acceptable minimum levels for the physical attributes, capacity, and educational suitability of existing public PreK—12 school facilities in order to assess existing facilities against a defined standard to identify deficiencies.

.02 Scope.

A. As required by Education Article, §5-310, Annotated Code of Maryland, the Facilities Educational Sufficiency Standards established in this chapter shall be used to complete assessments of existing school facilities Statewide.

B. The chapter is to be used for assessment purposes only and are not requirements for school facility design or construction.

C. This chapter may not supersede or obviate compliance with applicable building and fire codes or any other code, regulation, law, or standard that has been adopted by State agencies.

.03 General Requirements.

A. Building Condition.

(1) A school facility shall be safe and capable of being maintained.

(2) A school facility shall be structurally sound. A school facility shall be considered structurally sound if the building presents:

(a) No imminent danger;

(b) No major visible signs of decay or distress; or

(c) Structural systems support the loads imposed on them.

(3) An exterior envelope is safe and capable of being maintained if:

(a) Walls and roof are weather-tight under normal conditions with routine upkeep; and

(b) Doors and windows are weather-tight under normal conditions with routine upkeep.

(4) An interior surface is safe and capable of being maintained if it is:

(a) Structurally sound;

(b) Capable of supporting a finish; and

(c) Capable of continuing in its intended use with normal maintenance and repair.

(5) An interior finish is safe and capable of being maintained if it is:

(a) Free of exposed lead paint;

(b) Free of exposed friable asbestos; and

(c) Capable of continuing in its intended use with normal maintenance and repair.

B. Building Systems.

(1) Building systems in a school facility shall be in working order and capable of being properly maintained.

(2) Building systems include but are not limited to the following:

(a) Roof;

(b) Plumbing;

(c) Telephone;

(d) Electrical;

- (e) Heating and cooling systems;
- (f) Fire alarm;
- (g) Two-way internal communication;
- (h) Technological infrastructure; and
- (i) Security systems.

(3) A building system shall be considered to be in working order and capable of being maintained if the following apply:

- (a) The system is capable of being operated as intended and maintained;
- (b) Newly manufactured or cost-effective refurbished replacement parts are available;
- (c) The system is capable of supporting the standards established in this rule; and
- (d) Components of the system present no imminent danger of personal injury.

(4) Sanitary Facilities.

(a) Fixtures shall include but are not limited to the following:

- (i) Water closets;
- (ii) Urinals;
- (iii) Lavatories; and
- (iv) Drinking fountains.

(b) Wherever possible within reasonable cost constraints, restrooms shall be accessible to general classrooms for grades 3 and below and for special-needs classrooms without having to exit the building.

.04 Classifications of Public Schools.

The classifications for public schools under these standards are as follows:

- A. Elementary School, which houses pre-kindergarten through grade 5 or any subset thereof;
- B. Middle School, which houses grade 6 through grade 8;
- C. High School, which houses grade 9 through grade 12;
- D. Combination School, which houses a combination of any grade levels; and
- E. Other School, which includes but is not limited to the following:
 - (1) Early-childhood-education centers;
 - (2) Special-education centers;
 - (3) Career-technology centers; and
 - (4) Alternative-education schools.

.05 School Site.

A. A school site shall be of sufficient size to accommodate safe access, parking, drainage, and security and shall have an adequate source of water and appropriate means of effluent disposal.

B. Safe Access.

- (1) A school site shall be configured for safe and controlled access that separates pedestrian traffic from vehicular traffic.
- (2) If buses are used to transport students, then bus loading and unloading areas shall be separated from vehicular-traffic areas wherever possible.
- (3) Dedicated student drop-off and pickup areas shall be provided for safe use by student passengers arriving or departing by automobile.

C. Parking. A school site shall include a surfaced area that is capable of being maintained, stable, firm, slip resistant, and large enough to accommodate 1.5 parking spaces per full-time-equivalent employee and one student space per ten high school students.

INDEPENDENT AGENCIES

14.39.07.03

Alternative parking may be approved after the sufficiency of parking at the site is reviewed by the IAC based on the following criteria:

- (1) Availability of street parking around the school;
- (2) Availability of any nearby parking lots;
- (3) Availability of public transit;
- (4) Number of staff who drive to work on a daily basis; and
- (5) Average number of visitors on a daily basis.

D. Drainage. A school site shall be configured such that runoff does not undermine the structural integrity of the school buildings located on-site or create flooding, ponding, or erosion resulting in a threat to health, safety, or welfare.

E. Security. All schools shall have safe and secure site fencing or other barriers with accommodations for safe passage through openings to protect students from the hazards of traffic, railroad tracks, animal nuisance, and steep slopes.

.06 Site Recreation and Outdoor Physical Education.

A. A school facility shall have area, space, and fixtures, in accordance with the standard equipment necessary to meet the educational requirements of the public education department, for physical-education activity.

B. An elementary school shall provide:

- (1) At least one safe play area (and playground, including a hard surfaced court and unpaved recreation area, which shall be conveniently accessible to the students;
- (2) At least one play area and appropriate equipment for physical education and school recreational purposes, based on the planned school program capacity;
- (3) For schools that serve students in grade 5 and below, a protected play area; and
- (4) Play-equipment areas with surfacing materials that meet or exceed safety specifications for shock-absorbing qualities as outlined by the U.S. Consumer Product Safety Commission.

C. A middle school shall provide at least one hard surfaced court and playing field for physical-education activities; and the number of playing fields and quantity and type of equipment shall be based on the planned school program capacity.

D. A high school shall provide a playing field for physical-education activities, and the number of laying fields and quantity and type of equipment shall be based on the planned school program capacity.

E. A combination school shall provide the elements of the grades served by §§B—D of this regulation without duplication, but shall meet the highest standard.

F. Other schools shall provide the elements above necessary to meet the educational requirements of the specific programs and capacity of the schools.

.07 Academic Classroom Space.

A. Classroom spaces, including those for physical education, shall be sufficient for educational programs that are appropriate for the class-level needs.

B. Classroom Fixtures and Equipment.

- (1) With the exception of physical-education spaces, each general and specialty classroom shall contain a work surface and seat for each student in the classroom. The work surface and seat shall be appropriate for the normal activity of the class conducted in the room.
- (2) Each general and specialty classroom shall have an erasable surface and a surface suitable for projection purposes, appropriate for group classroom instruction, and a display surface. A single surface may meet one or more of these purposes.
- (3) Each general and specialty classroom shall have storage for classroom materials or access to conveniently located storage.
- (4) With the exception of physical-education spaces and music-education spaces, each general and specialty classroom shall have a work surface and seat for the teacher and for any aide assigned to the classroom. The classroom shall have secure storage for student records that is located in the classroom or is conveniently accessible to the classroom.

C. Classroom Lighting.

(1) Each general and specialty classroom shall have a light system capable of maintaining at least 50 foot-candles of well-distributed light. A school shall provide appropriate task lighting in specialty classrooms where enhanced visibility is required.

(2) The light level shall be measured at a work surface located in the approximate center of the classroom, between clean light fixtures.

D. Classroom Temperature and Relative Humidity.

(1) Each general and specialty classroom shall have a heating, ventilation, and air conditioning (HVAC) system capable of maintaining a temperature between 68°F and 75°F and a relative humidity between 30 and 60 percent at full occupancy.

(2) The temperature and humidity shall be measured at a work surface in the approximate center of the classroom.

E. Classroom Acoustics.

(1) With the exception of physical-education spaces, each general and specialty classroom shall be maintainable at a sustained background sound level of less than 55 decibels.

(2) The sound level shall be measured at a work surface in the approximate center of the classroom.

F. Classroom Air Quality.

(1) Each general, science, and fine-arts classroom shall have an HVAC system that continuously moves air and is capable of maintaining a carbon dioxide level of not more than 1,200 parts per million.

(2) The air quality shall be measured at a work surface in the approximate center of the classroom.

.08 General Use Classrooms.

A. Cumulative classroom net square foot requirements, excluding in-classroom storage space and any in-classroom toilet rooms, shall be at least:

- (1) For prekindergarten, 50 net square feet per student;
- (2) For kindergarten, 50 net square feet per student;
- (3) For grades 1—8, 32 net square feet per student; and
- (4) For grades 9—12, 25 net square feet per student;

B. At least 2 net square feet per student shall be available for dedicated, in-classroom storage and may be provided vertically to avoid the need for additional floor area.

C. Sufficient number of classrooms shall be provided to meet State and local board mandated student-to-staff ratio requirements Administrative History.

.09 Specialty Classrooms.**A. Special Education.**

(1) To the maximum extent appropriate, students with disabilities shall be educated in the least restrictive environment with students who are not disabled. A continuum of alternative placements shall be provided.

(2) If a special-education space for pull-out purposes other than calming is provided and the space is required to support educational programs, services, and curricula, the space may not be smaller than 450 net square feet.

(3) When the need is demonstrated by a local education agency, additional space in the classroom shall be provided with, or students shall have an accessible route to an accessible unisex restroom with one toilet, sink, washer/dryer, and shower stall/tub, as needed, and at least 15 net square feet of storage.

(4) When the need is demonstrated by a local education agency, in 6th grade classrooms and above, a kitchenette of least 30 net square feet shall be provided.

B. Science Classrooms.

(1) For grades PreK through 5, no additional space is required beyond the classroom requirement.

(2) For grades 6 through 12, 4 net square feet per student of the specialty program capacity for science is required. The space may not be smaller than the average classroom at the facility. This space is included in the academic classroom requirement and

INDEPENDENT AGENCIES

14.39.07.03

may be used for other instruction. The space shall have science fixtures and equipment, in accordance with the standard equipment necessary to meet the educational requirements of the Maryland Science Content Standards.

(3) For grades 9 through 12 only, at least 40 net square feet of space is provided for securable, well-ventilated storage or prep space for each science room having science fixtures and equipment. Storage/prep rooms may be combined and shared between more than one classroom.

C. Fine-Arts Education.

(1) A school facility shall have classroom space to deliver fine-arts education programs which include the following:

- (a) Art;
- (b) Music;
- (c) Dance; and
- (d) Theater.

(2) Elementary school fine-arts education programs:

- (a) May be accommodated within a general-use or dedicated arts classroom;
- (b) Shall provide one dedicated classroom for each fine-arts subject area staffed with greater than 0.5 full-time fine-arts teacher; and
- (c) Shall provide additional dedicated fine-arts program storage of at least 60 net square feet for each subject area per facility.

(3) A middle school shall provide classroom space for fine-arts education programs that:

- (a) Contains no less than 4 net square feet per student of the specialty program capacity for fine-arts subjects;
- (b) Provides one dedicated classroom for each fine-arts subject area staffed with greater than 0.5 full-time fine-arts teacher; and
- (c) Provides additional 60 net square feet of storage for each fine-arts program subject.

(4) A high school shall provide classroom spaces for fine-arts education programs that contain no less than 5 net square feet of the specialty program capacity for fine-arts subjects.

(5) A combination school shall provide the elements of the grades served by §C(1)—(4) of this regulation without duplication but meeting the highest square footage standards.

(6) Other schools shall provide the elements included in §C(1)—(4) of this regulation that are necessary to meet the educational requirements of the specific programs and capacity of the schools.

D. Technology Education and Computer Science.

(1) For grades K through 5, no additional space is required beyond the classroom requirement.

(2) For grades 6 through 8, 3 net square feet, and 4 net square feet for grades 9 through 12, of the specialty program capacity for technology education and family and consumer science is required. The space shall be no smaller than the average classroom at the facility. This space is included in the academic classroom requirement and may be used for other instruction.

(3) The space shall have technology fixtures and equipment, in accordance with the standard equipment necessary to meet the educational requirements of the Maryland Technology Education Content Standards, and, in high school, the requirements of Maryland Advanced Technology Education electives where such electives are offered.

(4) Provide at least 80 net square feet for securable, well-ventilated storage/prep space for each technology education room having technology fixtures and equipment. Storage/prep rooms may be combined and shared between more than one classroom.

E. Career and Technology Education.

- (1) Elementary schools have no requirement.
- (2) Middle schools shall include space for career-development and career-exploration activities. Each program lab or classroom space shall be no smaller than 650 net square feet.
- (3) High School Career and Technology Education.
 - (a) Program space shall be provided with no less than 4 net square feet of the specialty program capacity of the school for career education.
 - (b) Each program lab or classroom space shall be no smaller than 650 net square feet.
 - (c) Spaces for programs requiring licensing, certification, or accreditation by a State board or agency shall meet all applicable health and safety standards. Cosmetology and barber programs shall comply with the sanitation requirements of the State Board of Cosmetologists and the State Board of Barbers, respectively.
 - (4) A combination school shall provide the elements of the grades served by §E(1)—(3) of this regulation without duplication, but meeting the higher standards.
 - (5) Other schools shall provide the elements above necessary to meet the educational requirements of the specific programs and capacity of the schools.

.10 School Library/Media Center.

- A. A school facility shall have a unified school library/media program for the use of all students which shall include an organized and centrally managed collection of instructional materials and technologies and direct instruction.
- B. Elementary schools shall include an area for stacks and seating space which shall be at least 3 net square feet of the planned school program capacity. The instructional space may not be smaller than the average classroom at the facility. In addition, office/workroom space and secure storage shall be provided.
- C. Middle and high schools shall include an area for stacks and seating space which shall be at least 3 net square feet of the planned school program capacity. The space may not be smaller than the average classroom at the facility. In addition, office/workroom space and secure storage shall be provided.
- D. Combination schools shall include the elements of the grades set out in §§B and C of this regulation without duplication, but meeting the higher standards.
- E. Other schools shall include the elements in §§A—D of this regulation necessary to meet the educational requirements of the specific programs and capacity of the schools.

.11 Physical Education.**A. General Requirements.**

- (1) Each school shall provide an instructional program in physical education each year for all students in grades PreK-8. Each school shall offer a physical-education program in grades 9—12 which shall enable students to meet graduation requirements and to select physical-education electives. The following minimum spaces are required:
 - (a) A gymnasium;
 - (b) A teacher office or planning area;
 - (c) Equipment storage; and
 - (d) An outdoor instructional playing field.
- (2) Elementary schools shall include a gymnasium with at least 2,200 net square feet. This space may have multi-purpose use in accommodating other educational program activities such as art program performances.
- (3) Middle schools shall include a gymnasium with a minimum of 5,200 net square feet plus an additional 4 net square feet times 40 percent of the enrollment of the school devoted to bleacher seating.
- (4) High schools shall include a gymnasium with at least 6,500 net square feet plus an additional 4 net square feet times 40 percent of the enrollment of the school devoted to bleacher seating.

INDEPENDENT AGENCIES

14.39.07.03

(5) Combination schools shall include the elements of the grades served by §A(2)—(4) of this regulation without duplication, but meeting the higher net square feet standards.

(6) Other schools shall include the elements above necessary to meet the educational requirements of the specific programs and capacity of the schools.

B. Physical-Education Requirements in Addition to Space Requirements in §A of This Regulation.

(1) Elementary schools shall include one office. Separate physical-education equipment storage shall be provided.

(2) Middle schools shall include one office. Separate physical-education equipment storage space shall be provided.

(3) High schools shall include two dressing rooms with lockers, showers, and restroom fixtures. Two offices shall be provided. Separate physical-education equipment storage space shall be provided.

(4) Combination schools shall include the elements of the grades served by §B(1)—(3) of this regulation without duplication, but meeting the higher standards.

(5) Other schools shall provide the elements above necessary to meet the educational requirements of the specific programs and capacity of the schools.

.12 Food Services.

A. Dining Area. A school facility shall have a space to permit students to eat within the school outside of general classrooms. This space may have more than one function and may fulfill more than one sufficiency standards requirement. The dining area shall be sized to accommodate no less than one third of the planned school program capacity of the school. The dining area shall have no less than 15 net square feet per seated student.

B. Serving Area. A serving area shall be provided in addition to a dining area.

C. Kitchen Area. A kitchen shall have a telephone, plumbing providing potable water, a sink suitable for use both in preparing food and washing utensils, and a separate hand-washing sink. Kitchen and equipment shall comply with either the food preparation kitchen or the serving kitchen standards defined as follows:

(1) Food preparation kitchen: Provide at least the greater of:

(a) A minimum of 2 net square feet per meal served during the single largest serving period; or

(b) No fewer than 2 square feet per enrolled student eligible for free or reduced-price meals.

(2) Serving kitchen: Where food is not prepared, there shall be a minimum of 200 net square feet.

.13 Other Facility Areas.

A. Administrative Space. A school facility shall have space to be used for the administration of the school. The space shall consist of a minimum of 150 net square feet, plus 1 net square foot per student of the planned school program capacity.

B. Faculty Workroom/Lounge. A school facility shall have a workspace/lounge available to the faculty. This space is in addition to any workspace/lounge available to a teacher in or near a classroom. The space shall consist of 1 net square foot per student of the planned school program capacity with no less than 150 net square feet. The space may consist of more than one room and may have more than one function. This space shall include a break area with a sink.

C. Health Services. A school facility shall have a dedicated health services space with a minimum of 500 net square feet that includes:

(1) Areas for waiting, examination and treatment, resting, storage;

(2) An accessible toilet room;

(3) A separate room for private consultations and for use as a health service professional's office;

(4) Lockable cabinets for medical records and medications; and

(5) At least one sink that provides both hot and cold water in addition to the sink in the toilet room.

D. Pupil Services. A school shall provide a coordinated program of pupil services for all students, which shall include, but not be limited to, school counseling, pupil personnel, school psychology, and health services. The school facility shall provide a minimum of 120 net square feet for each discipline, except school health services, and be staffed with greater than a 0.5 full-time professional.

.14 General Storage.

For general storage, which excludes lockers, janitorial, kitchen, general classroom, specialty classrooms, and administrative storage, at least 1 net square foot of the planned school program capacity may be distributed in or throughout any type of room or space, but may not count toward required room square footages. General storage shall be securable and include textbook storage.

.15 Maintenance and Janitorial Space.

Each school shall designate 0.5 net square feet per student of the planned school program capacity for maintenance and janitorial space. Janitorial space shall include a janitorial sink.

.16 Standards Variance.

The IAC may grant a variance from any of the Sufficiency Standards if it determines that the intent of the standard can be met by the school system in an alternate manner or if a variance is required for appropriate programmatic needs as demonstrated by the school system. If the IAC grants the variance, the school system shall be deemed to have met the standard.

.17 Facility Assessment.

Each school facility shall be assessed at least once every 4 years.

Administrative History

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