NEW CONSTRUCTION: Designing

School Site Selection and Acquisition

I. Purpose

To establish guidelines for selection and acquisition of school sites in anticipation of the need for new or replacement school facilities.

II. Definitions

A. New School – A newly constructed building that adds to the total number of schools in the system.

B. Replacement School – A newly constructed building that will be occupied by a school that already exists on the same or different site where the total number of schools in the system will not change.

III. Site Selection Process

A. The selection of school sites shall be made by the Baltimore County Public Schools (BCPS) Site Selection Committee, which will be activated by the Superintendent as needed.

B. BCPS Site Selection Committee

1. The Site Selection Committee shall be responsible for advising the Superintendent on the feasibility of school site development and collaborating to ensure county and state approval of a site acquisition.

2. The Site Selection Committee shall be appointed by the Superintendent and be comprised of representatives from the Departments of Facilities Management, Fiscal Services and Research and Strategic Planning. The Site Selection Committee may also include representatives from Baltimore County government.

C. Site Selection Proposals

The Site Selection Committee will send its recommendation to acquire a new school site to the Superintendent for consideration. The Superintendent will evaluate the recommendation and submit his/her recommendation to the Board of
VI. Acquisition

A. The acquisition of school sites must comply with all federal, state and local laws and regulations.

B. All recommendations to acquire school sites shall be subject to approval by the Board and the State of Maryland Interagency Commission on School Construction (IAC).

C. Upon approval by the Board, the Department of Fiscal Services shall request funding from Baltimore County government to acquire the desired school site.

Legal References:  
Annotated Code of Maryland, Education Article §4-109, Public Schools and Attendance Areas  
Annotated Code of Maryland, Education Article §4-115, Land, School Sites or Buildings Used for School Purposes  
Annotated Code of Maryland, Education Article §4-116, School Site Selections by Board  
Annotated Code of Maryland, Education Article § 4-118, Donations of School Lands, Sites or Houses Adapted to School Purposes  
Annotated Code of Maryland, Education Article §5-301, Public School Construction and Capital Improvements  
Annotated Code of Maryland, Education Article §5-302, Interagency Commission on School Construction  
Annotated Code of Maryland, General Provisions Article, Title 3, Open Meetings Act

Related Policies:  
Board of Education Policy 3210, Purchasing Guidelines  
Board of Education Policy 7110, Determining Needs  
Board of Education Policy 7250, School Building Design  
Board of Education Policy 7310, Determination of School Design and Construction Costs  
Board of Education Policy 8120, Purpose, Role and Responsibilities of the Board of Education
Rule
Approved: 09/25/69
Revised: 09/27/90
Revised: 04/24/07
Revised: 04/23/13
Revised: 11/20/18

Superintendent of Schools