

**FILE: FEA**

**MEDFORD AREA PUBLIC SCHOOL DISTRICT**

**DATE ADOPTED: December 19, 1980**    **FILE SECTOR: FACILITIES DEVELOPMENT**  
**DATE REVISED: May 17, 1994**  
**DATE REVISED: March 22, 2005**        **POLICY TITLE: DEVELOPING**  
**DATE REVISED: March 21, 2013**        **EDUCATIONAL SPECIFICATIONS**

The district administrator will assume primary responsibility for developing educational specifications for new facilities or remodeling or adding on to existing buildings. Building administrator(s) will assist the district administrator in developing such specifications. Generally, the content of a set of educational specifications would include the following items.

1. A statement of the educational philosophy of the district as it pertains to the specific construction project;
2. Community and school characteristics;
3. Site characteristics;
4. Requirements of the physical plant;
5. Accommodations for the disabled;
6. Energy-efficient construction and equipment; and
7. Additional information or comments which are necessary to further translate the educational program into an efficient school building.

The board of education shall authorize the district administrator to recommend such architectural and related professional services as are needed to interpret educational specifications as developed by the administrative staff. The educational specifications and the interpretation of them are subject to board of education approval.

**CROSS REFERENCE:**

**LEGAL REFERENCE: §120.13(9) Wis. Stats.**