



Maine
Department of
Education

Educational Specifications

Educational Specifications are the means by which a school administrative unit describes its educational goals and activities, and the interrelationships between those educational goals and activities and their associated spaces that need to be provided in a proposed or renovated school facility.

Maine State Board of Education

Educational Specifications are developed by the district administration and staff, taking input from community members, business leaders, educators, students, and architects.

Educational Specifications help to develop a vision for all of the functions of a new school, including teaching & learning, special education, multilingual learning, technology, security, food services, student health needs, and community needs.

Educational Specifications are organized around eight areas:

- Big picture goals and priorities
- Ensuring high achievement, high aspirations, and equitable access
- Connecting best practices in educational programming to facility design
- Organizing people to more effectively deliver programs

Educational Specifications are organized around eight areas (continued):

- Healthy and sustainable construction
- Safety and security
- Designing a building for the future
- Designing a building as a resource for the community

Educational Specifications are developed by the district through their own process. There is no approval needed by the Maine Department of Education

End of Educational Specifications slides



Space Allocation Guidelines (Book 2)

Design and Construction Subcommittee Meeting
February 14, 2025

Space Allocation Guidelines Document (Book 2)

- Provides a standard of the average gross square feet per student for Elementary, Middle, High School, and Career and Technical Education(CTE) facilities.
- Provides guidelines for spaces that are typically found in an elementary, middle, or high school facility.
 - Ex: classrooms, special needs, visual and performing arts, projects room, learning commons, physical education, food service, health clinic, technology, administration, etc.
- Provides guidelines for Career and Technical Education facilities.
 - Ex: Automotive, Building Trades, Culinary Arts, Early Childhood, Electricity, Health Occupations, HVAC/Plumbing, Information Technology, administration, nurse, technology, etc.

Goals of Document and Process

- Communicates the State Square Footage Standards and State Supported Guidelines for educational standards.
- Allows planners (school district, architects, MDOE) to understand the present deficiencies of the existing facility and the need for space in the proposed facility.
- Creates a document that can be used to define and refine the spaces to meet the educational needs of the district.
- Documents the evolution of the space allocation through an iterative process

Completed Space Allocation Worksheet

- Documents that the enrollment, programming, staffing, and educational needs are being met.
- Identifies the program spaces that will be supported with state funds and those spaces that will be a local responsibility.
- Allows MDOE to establish the total square foot parameters for each project.
- Provides an agreed upon “template” for the architects to move on to the next phase of the design process.