

# REGULATION

## MONTGOMERY COUNTY PUBLIC SCHOOLS

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**Related Entries:** KGC  
**Office:** Office of the Associate Superintendent for Supportive Services

### Child Care

#### I. PURPOSE

To establish procedures for selecting school sites for the placement of relocatable units provided by the county government for child care purposes.

#### II. BACKGROUND

For the past several years there has been increased demand for child care services throughout Montgomery County. To provide assistance for housing these programs the county government is seriously considering obtaining relocatable structures that it would, in turn, lease to child care operators in areas of the county where child care is needed. Operating school sites are considered the ideal location for placement of these units. Therefore, we expect the county government to request the use of these sites for child care relocatables in the very near future.

#### III. PROCEDURES

- A. The county government will be advised that its request for placing relocatable units on MCPS sites for day care purposes should be forwarded to the superintendent of schools no later than May 15 in preparation for the upcoming school year. This request should include:
  1. Designation of priority geographic areas for placement of day care services
  2. Description of available space of all public and private facilities within proximity of identified day care need
- B. MCPS staff will review all available locations in both the public and private sectors to meet the identified child care need and, through an appropriate weighing of the analysis, determine which school sites are potential locations.

- C. For school sites tentatively identified, there will be an educational program and facilities assessment by the principal, Department of School Facilities' staff, and the appropriate area associate superintendent to determine the feasibility of the placement of the portable units on the school site. This assessment will include consideration of the following factors:
1. suitability of a particular school site to accommodate the portable unit(s)
  2. analysis of the availability of non-school sites to house the portable unit(s)
  3. enrollment projections and anticipated capital improvements which may impact the placement of the portable unit(s).
- D. If placement of a relocatable unit(s) is feasible, the superintendent of schools will notify the county government and direct MCPS staff to work with county staff on subsequent placement of the relocatable unit(s). Any agreement for the placement of the relocatable unit(s) should not exceed five (5) years, at the end of which time MCPS staff will reassess this placement as described in the steps outlined above.

If placement of the relocatable unit(s) is not feasible, the superintendent of schools will notify the county government outlining reasons for this decision.

*Administrative History:* New Regulation, February 1986