TO: Legal Authorities of Approved Nonpublic Schools
    Legal Authorities of Church Exempt School Programs

FROM: Alexandra Cambra, Director, Program Approval, Division of Educator Certification and
      Program Approval

DATE: June 28, 2019


During the 2019 legislative session, the General Assembly passed House Bill 1186, codified in Education
Article §7-408.1, requiring each nonpublic school in the State to hold fire drills in accordance with the State
Fire Prevention Code, keep records of the fire drills, and send copies of the records to the State Board of
Education.

The State Fire Prevention Code, established under §6-206 of the Public Safety Article, sets forth specific
guidelines for fire emergency egress drills for educational facilities. Fire emergency egress drills shall be
conducted according to Code of Maryland Regulation (COMAR) 29.06.01. Specific language regarding
educational programs can be found at COMAR 29.06.08VV(1)(b) and (2).

Statute allows for local jurisdictions to establish more stringent requirements should they chose to do so. As
such, the Maryland State Department of Education (MSDE) encourages all schools to work with their local fire
safety office to determine if additional requirements have been established for their school program. Contact
information for each local office is enclosed.

The MSDE will collect this information on behalf of the State Board of Education from all schools annually for
drills conducted the previous school year. For approved nonpublic schools, this collection will be required as
part of the school’s Annual Report. For church exempt schools, this collection will be required to be submitted
to the Nonpublic School Approval Branch of the MSDE no later than February 1 of each year. All nonpublic
schools will be required to use the attached MSDE form when reporting compliance with the State Fire
Prevention Code.

Enclosure: Maryland Counties Local Agencies Contact Information
    Nonpublic Schools Record of Fire Drills form
    House Bill 1186

C: Education Directors of Nonpublic Schools Approved under COMAR 13A.09.10
    Administrative Heads of Nonpublic Schools Approved under COMAR 13A.09.09
    Sarah Spross, Assistant State Superintendent, Division of Educator Certification and Program
    Approval
    Holly Powell, Nonpublic School Approval Specialist, Nonpublic School Approval Branch
    Denise Scott, Nonpublic School Approval Specialist, Nonpublic School Approval Branch

[Contact information for each local office enclosed]