

**DODGELAND SCHOOL DISTRICT**  
**Board Policy Manual**

732

**BUILDING AND GROUNDS MAINTENANCE**

The School Board shall be responsible for the maintenance of school facilities. High standards of maintenance shall be established to provide safe and functional physical conditions that support the efficient and effective operation of educational services and programs.

Before July 1<sup>st</sup>, an annual maintenance plan shall be developed by the administration and approved by the Board. This plan shall identify annual and long-range maintenance needs of the District, and outline schedules for maintenance completion. Implementation shall incur expenditures consistent with the annual operating budget procedures and allocations. The District Administrator is authorized to provide for emergency maintenance services, including repairs, without prior Board approval. Such emergency situations shall be reported to the Board at the next regular Board meeting.

The cooperation and assistance of all District employees are essential to meeting high maintenance standards. Employees are expected to report maintenance problems to the Director of Building and Grounds who is responsible for communicating maintenance needs to the District Administrator. Maintenance procedures, including custodial services, shall be conducted in a manner that protects the safety and health of all persons using school facilities including students, staff members and the public.

LEGAL REF.: Sections 120.12(1) and (5) Wisconsin Statutes  
121.02(1)(i)  
PI 8.01(2)(i) Wisconsin Administrative Code

CROSS REF.: 620, Annual Operating Budget  
672, Purchasing  
720, School Safety Program

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