

## Business

### Maintenance of Facilities

The School Board shall provide safe and healthful facilities at all times, in compliance with the Wisconsin Statutes. The School Board will keep District school buildings in good repair.

The School Board shall establish an annual building maintenance schedule for each school facility.

The Director of Buildings and Grounds is charged with the responsibility of caring for and protecting these facilities. The Director of Buildings and Grounds may delegate his/her responsibility to subordinate employees, as described in this Administrative Regulation.

#### 1. Responsibilities of Personnel for Maintenance of Facilities

- a. All employees shall be responsible for the appropriate and safe use of buildings, grounds and equipment in the activities for which they are responsible.
- b. Employees shall report promptly to the Principal of the school or department head any defects in building, furniture, playground apparatus or other equipment that might prove injurious to the health and safety of students, teachers or other persons.
- c. The Director of Facilities and Operations and principals shall carry on a regular inspection of all buildings, equipment, playgrounds and playground apparatus to discover conditions which might be dangerous to health, safety and comfort of the pupils or personnel. Such inspection must occur at least once per year.

Legal Reference: Wisconsin Statutes § 101.055; § 120.12(5); § 121.02(1)(i);  
Wisconsin Admin. Code PI § 8.01(2)(i)

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