## BUILDINGS AND GROUNDS MAINTENANCE

Maintenance and custodial services shall be provided for in the district's operating budget to keep buildings and grounds clean and safe. Such services shall be conducted in such a manner so that the safety and health of persons using the facilities are protected.

The Buildings and Grounds Supervisor shall report to the Board, when necessary, about the maintenance needs of the district. In cases of emergency, the Superintendent may order repairs without prior Board approval. The Board, however, shall be informed of such repairs as soon as possible.

All maintenance problem reports shall be made to the maintenance supervisor in writing. An annual building maintenance schedule shall be developed by the maintenance supervisor and approved by the Board.

LEGAL REF.: Sections 120.12(5) Wisconsin Statutes 121.02(1)(i) PI 8.01(2)(i), Wisconsin Administrative Code CROSS REF.: 721, Building and Grounds Inspections APPROVED: September 26, 1995

REVISED: August 9, 2010