

**New Construction****Planning****Planning**

The Board is responsible for the regular operation and orderly development of its facilities. For this reason, the Board shall concern itself with both short and long range planning as it relates to the properties of the Watertown Unified School District. The Superintendent and administrative staff shall submit plans for improvements, additions, and construction of facilities on a regular basis to the Board for consideration.

The Board's building program shall be designed to provide adequate facilities to conduct full-time elementary and secondary programs for all students located in the District. Plans for facility improvements, additions, and construction should include accurate data regarding the following:

1. Enrollment projections – including school census, local and regional demographic factors, school district reorganization, etc.
2. Physical requirements of the approved educational program that best fits the needs of the students in surroundings that are comfortable, pleasing and safe.
3. Site acquisitions and projections.
4. Transportation needs which are affected by facility enrollment and locations.
5. Equalization and evaluation of existing schools.
6. Methods of financing facilities construction/improvement.
7. Designed for sufficient flexibility to permit program modification and/or new programming and for potential community use.
8. Any additional information that contributes to careful and prudent planning for District facilities.

Whenever possible, parents and other community representatives, as well as administrators, teachers, students, and support staff members, should be involved in the facilities planning process.

**Legal Reference:**                    **Wisconsin Statute Section 120.12(5)**  
                                                 **Wisconsin Statute Section 120.13(9)**

**Policy Approved:**                **September 23, 1987**

**Policy Revised:**                 **November 16, 2016**