



School District Reorganization – Property Detachment Overview

Municipal Officials Role

General Information

The purpose of this publication is to inform municipal officials of their role in a school district reorganization.

"Reorganization" means the consolidation of two or more school districts, the dissolution of a school district, the detachment of territory from one school district and its attachment to an adjoining school district, or the creation of a school district.

This information is part of a PowerPoint presentation on school district reorganization developed jointly by staff members from the Wisconsin Department of Public Instruction and the Wisconsin Department of Revenue (DOR).

[View the complete presentation](#)

Municipal Officials' Role in School District Reorganization

A. After Receiving a Reorganization Petition

Municipal clerk:

- Verify accuracy of property description on the petition
- Provide information about current value of the property described on the petition

B. After Receiving a Reorganization Order

Municipal clerk, assessor and county real property lister:

- Update school district codes and names on:
 - » Property record card
 - » Assessment roll
 - » Tax roll
 - » Statement of Assessment (SOA)
- Complete updates for each real property and personal property account
- Verify SOA reflects correct values based on the updated school codes
- File SOA or amended SOA electronically with DOR

Note: Approved reorganizations take effect on the following July 1 (sec. [117.12\(3\)](#), Wis. Stats.). Update your records on or after July 1 and then amend your SOA.