



BOARD OF SCHOOL TRUSTEES

**KELLER INDEPENDENT SCHOOL DISTRICT**

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**7B. Preview**

**Date: November 14, 2005**

**SUBJECT: MAINTENANCE/OPERATIONS IN-HOUSE TRANSITION -- STAFFING PLAN AMENDMENT**

**BOARD GOAL: The Keller Independent School District will recruit, develop, and retain a diverse highly qualified staff.**

**FISCAL NOTE: 2005-06 General Funds**

**ANTICIPATED DATE FOR ACTION: November 28, 2005**

**Background Information:**

- The district has cancelled its contract with ARAMARK for management services of the maintenance department
- The management structure for Maintenance & Operations under ARAMARK included six (6) management level positions
- School Business Group is providing interim assistance in the management and supervision of the maintenance and custodial departments
- Steve Levering was reassigned from Risk Manager to Interim Executive Director, Maintenance & Operations
- The proposed new structure for the Maintenance & Operations department includes five (5) management level positions; an Executive Director of Maintenance & Operations, a Director of Maintenance, a Director of Operations, a Supervisor of Maintenance, and a Supervisor of Operations
- One additional proposed structural change is to reclassify a secretarial position to an Energy Management Coordinator
- The Incentive Plan currently in place at four (4) campuses is a carryover from a previous contract management company
- With the new methods and systems being put in place to help custodial staff to be more efficient and effective in all schools, the Incentive Plan is not a good business practice.

**Administrative Considerations:**

- The KISD staffing plan (4/11/05) has been amended to reflect five (5) management level KISD employees instead of six (6) ARAMARK employees and reclassify one secretarial position to a Facilities Services Coordinator.
- Funding for salaries is included in the 2005-06 budget
- The Incentive Plan will be discontinued effective the end of December 2005.

The administration will recommend that the Board approve the amendments to the KISD staffing plan as attached.

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Respectfully submitted,

Penny Benz  
Assistant Superintendent  
Human Resources