

***Killeen Independent School District
Board Agenda Item Action Sheet***

Date: May 13, 2025

Agenda Item Caption: Installation of Newly Elected Trustees

- A. Completion of Statement of Office
- B. Administration of Oath of Office to Newly Elected Trustees
- C. Presentation of Certificate of Election

Purpose of Agenda Item: Action needed

Administrative Recommendation: None

Background Information: The canvassing authority will meet on May 13, 2025 at 4:30 p.m. to certify the results of the May 3, 2025 election and formally declare the winners for the KISD Board of Trustees, Places 1, 2, and 3. Certificates of Election will be presented to newly elected officials and the Oath of Office will be administered at the Regular Meeting on May 13, 2025 at 6 p.m. Prior to taking the Oath of Office, newly elected trustees will complete a Statement of Elected Officer which will be available prior to the meeting of the Board.

Fiscal Analysis: None

Regulatory Requirement: Board Policy BBBB (Legal): Elections – Post-Election Procedures

Contact Person for Additional Questions/Information:

Name: Brenda King, Board Specialist

Email address: brenda.king@killeenisd.org

Telephone Number: (254) 336-0005

Attachments: 1) Sample Statement of Elected Officer

2) Sample Oath of Office

3) Sample Certificate of Election

Signature Requested: Yes (Presiding Officer of Canvassing Authority on Certificates of Election; newly elected Board Members on Statements of Elected Officer, and Oaths of Office)