



BOARD OF SCHOOL TRUSTEES
KELLER INDEPENDENT SCHOOL DISTRICT

11D. Report

Date: September 11, 2006

SUBJECT: MAINTENANCE AND OPERATIONS COMPREHENSIVE REVIEW

BOARD GOAL: All systems in the Keller Independent School District will be effective, efficient, and accountable in support of the district's mission.

FISCAL NOTE: Report Only

ANTICIPATED DATE FOR ACTION:

Background Information:

- The administration will be presenting a summary of the recently completed Comprehensive Review of the Maintenance and Operations Department.
- The Comprehensive Review involved an extensive evaluation of the M&O department this past fall and spring the objective of which was to provide general and specific recommendations for improvements in current practices, functional roles, departmental functions, responsibilities and work flow processing, including internal controls.
- The Comprehensive Review document consists of a total of four large binders that include a number of recommendations, training programs, charts, forms, and other useful tools to enable the M&O department to function more effectively and efficiently.
- An executive summary of the review is attached and will be the basis for the administration's report regarding the Comprehensive Review process and results.

+++++

Respectfully submitted,

Bill Stone, Asst. Supt.
Business Operations