



BOARD OF SCHOOL TRUSTEES

KELLER INDEPENDENT SCHOOL DISTRICT

2C.	Action
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Date: November 28, 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

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 an Executive Director of Maintenance & Operations, a Director of Maintenance, a Director of Operations, a Supervisor of Maintenance, and a Supervisor of Operations.
- Two (2) of the positions are direct line, working supervisors.
- One additional proposed structural change is to reclassify a secretarial position to a Facilities Services 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 KISD employees (Executive Director of Maintenance & Operations, a Director of Maintenance, a Director of Operations, a Supervisor of Maintenance, and a Supervisor of Operations) instead of six (6) ARAMARK employees and reclassification of one secretarial position to a Facilities Services Coordinator.
- As noted on the attached organizational chart, the colored boxes are requested for action.
- Funding for salaries is included in the 2005-06 budget.
- The Incentive Plan will be discontinued effective the end of December 2005.

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

Respectfully submitted,

Penny Benz
Assistant Superintendent
Human Resources