



BOARD OF SCHOOL TRUSTEES
KELLER INDEPENDENT SCHOOL DISTRICT

4C. Report

Date: June 13, 2005

SUBJECT: Education Center Office Renovation

BOARD GOAL: Academic Excellence

FISCAL NOTE: Budget Amendment

Background Information:

- In order to meet the needs of a rapidly growing district, new administrators have been employed to work at the Education Center.
- Other existing personnel need to be relocated to provide for better working relationships.
- Sufficient office space is not available.
- This need was unknown at the time the 2004-2005 budget was adopted.

Administrative Considerations:

- Space is available in the Education Center to repurpose to meet these needs.
- Plans have been developed for renovation of office spaces to accommodate additional personnel and to create better physical working relationships.
- Funds will need to be allocated for construction, furniture and equipment in these areas.
- Budget estimates are attached.
- The necessary budget amendments will be included with the budget amendments at the June 27th meeting.
- Construction will be accomplished through the Job Order Contract Process.

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Respectfully submitted,

Dr. Bill Newton
Assistant Superintendent of Administration