



BOARD OF SCHOOL TRUSTEES

KELLER INDEPENDENT SCHOOL DISTRICT

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3G. Report

TO: BOARD OF SCHOOL TRUSTEES

DATE: May 10, 2004

SUBJECT: BOARDBOOK

In moving toward the ability to produce an electronic board agenda, we have begun using the Texas Association of School Board's Internet-based software application, BoardBook. The program allows for creation and distribution of board meeting notices, agendas, agenda packets, and supporting materials electronically over the Internet, printing them, or saving them to a CD-ROM.

Features of the program include:

- Ability to create a meeting notice, agenda, and agenda packet online.
- Online tips and resources for good governance practices and meeting strategies.
- Ability to publish parts of the content (such as agendas, meeting notices, and minutes) to the District's web site.
- Ability to securely upload existing local files for agenda items to TASB's web servers, where they can be organized, accessed, and stored, all within a secured environment.
- Ability to paginate the meeting notice/agenda and agenda packet.
- Ability to conduct an electronic board meeting by electronically accessing the agenda and agenda packet.
- Ability to retrieve items through a searchable archive.

We are currently producing our agendas with the new program and we are working toward releasing board agendas electronically in the near future. With the assistance of the technology department, we will assure that our board members can access the program and provide any training that may be needed.

We will continue to update you on our progress and will provide a demonstration of how the public can access the program when fully implemented.

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Respectfully submitted,

Bill Newton Ed.D.
Acting Superintendent