

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

Date: January 21, 2025

Agenda Item Caption: Consideration of the Appointment of an Election Agent for the May 3, 2025 Board of Trustees Election

Purpose of Agenda Item: Action needed

Administrative Recommendation: Move to approve the appointment of JC Schoel to serve as Killeen Independent School District's Election Agent for the May 3, 2025 Board of Trustees election.

Background Information: In accordance with the *Texas Election Code*, the School Board Secretary is the official election administrator for the Killeen Independent School District. The Board may appoint an employee of the political subdivision to serve as the agent to perform the election duties required under the *Texas Education Code*. The election agent shall maintain office hours for at least three hours of each regular business day of the district and shall be effective through July 2025 unless a contested election or criminal investigation necessitates an extension.

Fiscal Analysis: None

Regulatory Requirement: *Texas Election Code*, Section 31.123: Appointment of Agent During Election Period

Contact Person for Additional Questions/Information:

Name: Megan Bradley, Deputy Superintendent for Operations

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Attachments: 1) 2025 Election Agent Appointment Notice
2) 2025 Election Calendar

Signature Requested: No