



# KILLEEN INDEPENDENT SCHOOL DISTRICT

200 North W.S. Young Drive, Killeen, Texas 76543  
P.O. Box 967, Killeen, Texas 76540-0967  
(254) 336-0000

*Congratulations on your retirement! Thank you for your many years of dedication and service to our schools and children.*

KISD is making plans for a retirement banquet (dinner and program) to honor this year's retirees on the evening of Wednesday, May 22, 2019. Formal invitations will be mailed out in April. The Board of Trustees and senior administrators would like to honor you for your many years of service to children and public education. Please make plans to attend this special event – you've earned it!

We will publish a special Souvenir Booklet for this event, which will include the program, photos, and short biographies of this year's retirees. Whether or not you are able to attend, we would like to include you in the booklet. Please complete the enclosed questionnaire and share with us some highlights of your time in KISD. The information you provide will be used to write a biography that honors your service.

If you would like your photo to be included in the program, please enclose a wallet-sized studio photo with neutral/solid color background along with the completed questionnaire. If you do not have a photograph available, contact Todd Martin at (254) 336-0066. He will arrange a time to take your picture at the Communications Services Office located at the KISD Career Center, 1320 Stagecoach Drive, in Killeen.

**For your convenience, you may fill out the online questionnaire**, located on the KISD website, or email Brenda King at [brenda.king@killeenisd.org](mailto:brenda.king@killeenisd.org) for the link. You may also bring the completed questionnaire and photo to the Superintendent's Office or send these items through school mail. Again, we would like to include your photo and biography in the souvenir booklet even if you are unable to attend the banquet. **Your information must be received in the Superintendent's Office not later than April 26, 2019; it would assist us greatly to receive it in the next few weeks.** If you have any questions, or do not receive an invitation by mid-April, please call the Superintendent's Office at (254) 336-0002, as reservations to the banquet are required.



6. What were your proudest moments or most memorable experiences from your time in Killeen ISD? Many examples would be wonderful!

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

7. At this time, do you plan to attend the Retirement Banquet?

Yes \_\_\_\_\_ No \_\_\_\_\_ Maybe \_\_\_\_\_

8. If you are not attending the Retirement Banquet, would you still like to receive a Retirement Plaque?

Yes \_\_\_\_\_ No \_\_\_\_\_

As a reminder, we would like to include your photo and biography in the souvenir booklet even if you are unable to attend. Your information must be received in the Superintendent’s Office not later than **April 26, 2019 to be included in the Souvenir Booklet**. You may bring the completed questionnaire and photo to the Superintendent’s Office or send these items through school mail. **If you do not have a photo available, please call Todd Martin at (254) 336-0066**; he will arrange a time to take your picture at the Communications Services Office, located at the KISD Career Center, 1320 Stagecoach Drive, in Killeen. **If you have questions, please call the Superintendent’s Office at (254) 336-0002.**