



PARKLAKE ADMINISTRATIVE CENTER

APRIL 20, 2026

2175 PARKLAKE DRIVE NE

ADMINISTRATION & INSTRUCTION CENTER (AIC)

AIC

- Main Central Office - Currently Houses:
 - Superintendent's Office
 - Board of Education Office
 - Board Room
 - Community Engagement & Innovative Partnerships
 - Human Resources
 - Finance
 - Accountability and Research
 - Legal Services
 - Schools & Leadership
 - Teaching & Learning
 - DeKalb Early College Academy (DECA)
 - Elizabeth Andrews High School
- Parking area for two Bus regions



EAST DEKALB CAMPUS

- Houses:
 - DeKalb Alternative Program
 - Division of Public Safety
 - Selective Departments:
 - Wrap Around Services
 - Student Services
- Transportation Administrative Services (Blue Parcel)
 - Limited Bus Parking
- Approximately 34 acres
- Building in need of renovation
- On Bus Line
- Unsecure space



FINANCING

Board approved \$6,500,000 transfer from Fund Balance in November 2024

The district also sold a surplus property to DeKalb County for \$1,067,000 in Fall of 2024

- Proceeds to be used to operationalize the Parklake Building
 - Initial furniture package estimated at \$450,000 workstations for ≈ 275 staff members, lobby furniture, training furniture, etc.

PROPOSED USAGE PLAN

Phase I

Completion target November, 2026

1. Restore ParkLake Administrative Center facility to operational use (in progress)
 - A. Move HR, Finance, Communications Staff from AIC to ParkLake Administrative Center
 - B. Move School Nutrition Services from Sam Moss Service Center to ParkLake Administrative Center
 - C. Move Public Safety from East DeKalb Campus to Parklake Administrative Center

Phase II

Completion target - July, 2027, Relocation TBD

1. Move remaining Student Services staff and Wrap Around Services staff from East DeKalb Campus to AIC
2. Move Remaining Student Services staff from Shadow Rock Center to AIC
 - A. Relocate DeKalb Alternative Program (TBD) for 2027-2028 school year via the Student Assignment Project Process

Phase III

Completion Target: TBD (after completion of Phase II)

1. Demolish East DeKalb Campus and build parking area
2. Move bus parking areas from AIC to East DeKalb Campus
 - A. Fleet Maintenance will stay at AIC for the time being

Renovation updates anticipated not to exceed \$700,000

Estimated costs for furniture needs: not to exceed \$450,000.

- This would cover the cost for basic workstations (approximately 275 staff members), meeting/training room furniture, copy machines and other furniture's, fixtures, and equipment.
- Note: Some of the existing office furniture for these Divisions/Departments may not survive a move due to age and condition. Additional costs for office furniture may be needed but will be addressed as need arises.

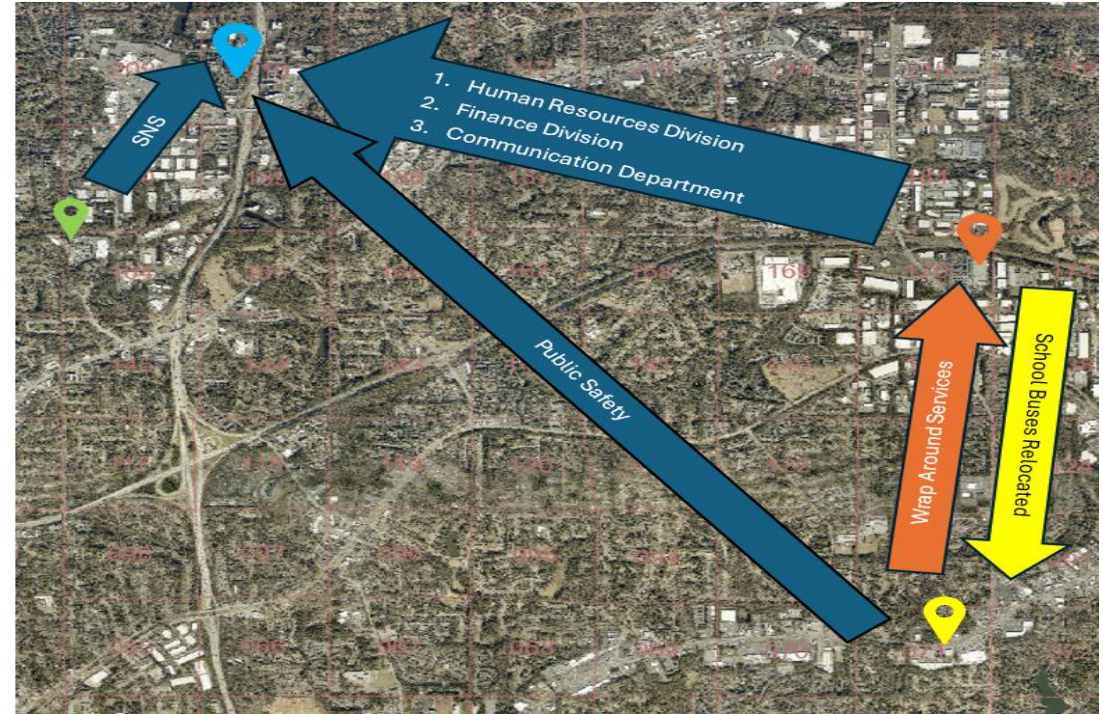
PHASE I MOVEMENT

PRIMARY SITE LOCATION FOR:

1. Human Resources Division (≈90)
2. Finance Division (≈100)
3. Communications Department (≈25)
4. School Nutrition Services (≈35)
5. Public Safety Department (≈25)

Total Site Staff ≈ 275 Employees

Total Capacity ≈ 400 (includes training rooms)



Phase I = Blue Arrows – Phased movement coordinated during off demand times to ensure continuity of operation

Phase II = Orange Arrow – Coordinated to ensure continuity of operation after completion of Step 1

Phase III = Yellow Arrow – relocated as parking becomes available



THANK YOU

DIVISION OF OPERATIONS