

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES OF  
HARRIS COUNTY DEPARTMENT OF EDUCATION**

Notice is hereby given that a meeting of the Board of Trustees of Harris County Department of Education will be held on the 15th day of January 2010 at 1:00 p.m. for the Board to conduct business of that meeting. The meeting will be held in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas. Such a meeting is a **REGULAR BOARD MEETING**.

The subjects to be discussed or considered or upon which any formal action might be taken are on the Agenda following.

Additionally, from time to time an issue will be raised concerning an item on our agenda that had not been anticipated. The issue, while within the scope of the agenda topic, may be one that is required or authorized by law to be considered in executive session rather than in public session. In order for the Board to consider such issue in executive session, rather than postpone consideration of it until the next board meeting, the Board lists below most if not all be all of the sections of the Open Meetings Act that address the purposes for which the Board may lawfully meet in executive/closed session. The Board's purpose is not to meet in executive session to consider matters not on the agenda for the meeting. Instead, its purpose is to efficiently and timely conduct its business in accordance with the law.

Therefore, if, during the course of the meeting on agenda items covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any item included in this notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the *Open Meetings Act*) will be held by the Board at the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and purposes authorized by Sections 551.071-551.084, inclusive, of the *Open Meetings Act*, including, but not limited to:

- Section 551.071 For the purpose of a private consultation with the Board's attorney on any or all subjects matters authorized by law.*
- Section 551.072 For the purpose of discussing the purchase, exchange, lease or value of real property.*
- Section 551.073 For the purpose of considering a negotiated contract for a prospective gift or donation.*
- Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.*
- Section 551.076 To consider the deployment, or specific occasions for implementation of security personnel or devices.*
- Section 551.082 For the purpose of considering discipline of a public school child or children or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.*
- Section 551.083 For the purpose of considering the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives to follow, in consultation with representatives of employee groups in connection with consultation agreements provided for by Section 13.901 of the Texas Education Code.*
- Section 551.084 For the purpose of excluding witness or witnesses from a hearing during examination of another witness.*

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive session, then such final action, final decision, or final vote shall be at either: a) the open meeting covered by this notice upon the reconvening of this public meeting, or b) at a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

*John E. Sawyer, Ed.D. County School Superintendent*



**The Board of Trustees**  
**January 15, 2010**  
**Agenda of Regular Meeting**

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1. Invocation - Clem Gallerson, Texas Learns
2. Pledge of allegiance to US flag - Sharvon Pipkins, Resource Development
3. Pledge of allegiance to Texas flag - Sharvon Pipkins, Resource Development
4. Open Forum - Gov't Code 551.003 (5) - Public Participation. Pursuant to Policy BED (Local), a citizen who wishes to speak may do so by registering 30 minutes prior to a regular Board meeting and completing a participation request card available at the Board room
5. Public Hearing on the Annual Financial Management Report FY 2009
6. Reports
  - A. Comments from the Board on division reports and updates
    1. Annual report on Resource Development - Gayla Rawlinson, Director
    2. Annual report on Texas Learns - Joanie Rethlake, State Director
    3. Monthly report on Education Foundation of Harris County
    4. Monthly report on Center for Safe & Secure Schools
    5. Monthly report on Head Start
    6. Other reports from Board members concerning attendance or participation in a board or HCDE-related conference, event, activity, or committee; accolades for an HCDE staff member or other deserving person
  - B. Financial reports through December 31, 2009 - Jesus Amezcua, CPA, Business Services
7. ACTION ITEM - CONSENSUS
  - A. Consider approval of minutes for the December 14, 2009 Regular Board meeting and the December 21, 2009 Special Board meeting

- B. Consider approval of the following Business Services items:
  - 1. Disbursements through December 31, 2009 in compliance with Policy CH (Local)
  - 2. Amendments to the 2009-2010 budget
  - 3. Monthly Investment Report
  - 4. Consider approval of authorized list of investment brokers and dealers for FY 2009-2010
- C. Discussion and approval of the Comprehensive Annual Financial Report (CAFR) for fiscal year ended August 31, 2009 (report provided to Board under separate cover)
- D. Consider ratification of revenue agreements for FY2009-10 for the Special Schools division with Spring ISD in the amount of \$37,200
- E. Consider acceptance of grants for FY 2009-10 in the total aggregate amount of \$239,057
  - 1. CASE - Education Foundation of Harris County grant for Shell Energy City Kids' Day project funding in the amount of \$26,500
  - 2. Center for Safe and Secure Schools - Governor's Division of Emergency Management sub-recipient agreement to assist H-GAC area school districts working with the Center to identify and recognize their role in preparing for, responding to, and recovering from all hazardous events in the amount of \$212,557
- F. Consider approval of expenditures for fiscal year ending August 31, 2010 under Policy CH (Local) for NWN Corporation by various HCDE Divisions in an amount not to exceed \$100,000
- G. Consider approval of other agreements as required by statute or Board Policy:
  - 1. Consider approval of Interlocal contracts for HCDE governmental services under the HCDE Cooperatives with Montgomery County, Tom Green County, and Rocksprings ISD
  - 2. Consider approval of contract renewal options for the HCDE Choice Facility Partners with Alpha Building Corporation and Dura Pier Facilities for job no. 06/035JC (Job Order Contracting Service), Comark Building Systems for job no. 08/001JC (Modular Buildings), Granicus, Inc., for job no. 07/036JC (Streaming Audio and/or Video Service), and Texas Energy Aggregation for job no. 07/032JC (Electricity Aggregation Service)
  - 3. Consider approval of contract renewal options for the HCDE Purchasing Cooperative with Marriott-Houston Hobby and Marriott Woodlands Waterway for job no. 07/039AS (hotel and conference venues) and Total Technologies and Walker Comm for job no. 09/009LB (digital phone systems)
  - 4. Consider approval of contract renewal option for HCDE Internal Purchasing with Metropolitan Landscape Management (job no. 06/031JC) for landscape maintenance services for the period of January 22, 2010 through January 21, 2011
  - 5. Consider approval of Choice Facility Partners job no. 10/008JC for video surveillance system and related Items to the proposers offering the best value to HCDE and meeting the specification: Alarm Integration and Johnson Controls for the period 1/15/10 through 1/14/11
  - 6. Consider approval of Choice Facility Partners job no. 10/002JC for paint, paint application and related items to the proposers offering the best value to HCDE and meeting the specification: Millennium Project Solutions for the period 1/15/10 through 1/14/11

7. Consider approval of HCDE Purchasing Cooperative job no. 10/005LB for auto/truck parts and related items to the proposers offering the best value and meeting the specifications outlined in the RFP: A&I Fasteners and Supply Co. and Globe Electric Co. Inc. for the period of 1/15/10 to 1/14/11
  8. Consider approval of HCDE Internal Purchasing job no. 10/007KJ for local food and catering services to the proposers offering the best value and meeting the specifications outlined in the RFP: Alonti Café & Catering, Café Express, Chick-fil-A, Complete Cuisine, Demeris Barbeque, Gringo's Mexican Restaurant, Hungry Farmer, Logan Farms, Luna's Mexican Restaurant, Mobile Munchies, Panera Bread, Quiznos, Russo's Pizza, The Plantation Catering, Tommy's Hamburgers & Sandwiches, Top Hat Catering, and Veracruz Seafood & Steak Restaurant for the period of 01/15/2010 to 01/14/2011
- H. Consider ratification of the following agreements for the Cooperative for Afterschool Enrichment (CASE) division in the aggregate amount of \$1,896,260:
1. Interlocal Agreement with Houston ISD for one CASE 21st Century Community Learning Center(s) Grant Cycle 5 Year 2 in the amount of \$330,000
  2. Interlocal Agreement with Houston ISD for one CASE Partnership Grant in the amount of \$1,108,260
  3. Interlocal Agreement with Spring Branch ISD for one CASE 21st Century Community Learning Center(s) Grant Cycle 5 Year 2 in the amount of \$110,000
  4. Interlocal Agreement with Spring Branch ISD for one CASE 21st Century Community Learning Center(s) Grant Cycle 6 Year 1 in the amount of \$348,000

#### NON-CONSENSUS

8. Consider cancelling job no. 10/004JG for lease with option to purchase of an HCDE Facility to Municipal Capital Market Group Inc. and any further action concerning job no. 10/004JG
9. Continue existing contract with En Pointe Technologies for year 2 of 3 year licensing agreement with Microsoft Corporation not to exceed \$68,848.86
10. EXECUTIVE SESSION: Under the Texas Government Code pursuant to any and all purposes permitted by Sections 551.001-551.084, including, but not limited to: 551.071; 551.074
  - A. Consultation with attorney regarding proposed settlement in cause number 2008-70214, 157th District Court, Harris County, Texas, pursuant to Texas Government Code Section 551.071
  - B. Consider Petition for Removal from the Harris County Department of Education Board for Trustees of Board Member Michael Wolfe (petition will be distributed to Board members the day of the meeting)
  - C. Consider Superintendent's contract
  - D. Routine personnel items: 551.074
11. RECONVENE for possible action on items discussed in executive session
  - A. Consider and take possible action with respect to proposed settlement agreement in cause number 2008-70214, 157th District Court, Harris County, Texas

- B. Possible action on Petition for Removal from the Harris County Department of Education Board for Trustees of Board Member Michael Wolfe and/or other appropriate action on this Petition (petition will be distributed to Board members the day of the meeting)
- C. Consider Superintendent's contract
- D. Routine personnel items: 551.074

12. INFORMATION ITEMS

- A. Enrollment and performance reports: Adult Education, CASE, Head Start, and Special Schools
- B. Revenue contracts less than \$50,000 for FY2009-10 in the aggregate amount of \$64,990
  - 1. Administration - Agreement with the University of Houston for coordination of "tHRIVE Alliance" on 12/7/2009 in the amount of \$300
  - 2. CASE - Contract with Joint City/County Commission on Children for administrative duties on the America's Promise Alliance grant from 12/10/09 through 5/15/10 in the amount of \$500
  - 3. Center for Safe and Secure Schools - Letter of Agreement with Friendswood ISD for safety and security services from 10/1/09 through 8/31/10 in the amount of \$24,965
  - 4. Instructional Support Services - Contract with Angleton ISD for ESL Training on 1/27/10 in the amount of \$850
  - 5. Records Management
    - a. Renewal of job 08/0481 with Harris County from 3/2/10 through 3/1/11 in the amount of \$22,000
    - b. Amendment with Harris County for job 08/0481 to add payment card industry compliance language to existing job from 3/2/09 through 3/1/10 - no change
  - 6. Resource Development
    - a. Contract with Bay Area Homeless Services for Texas Center for Grant Development's grant related services from 11/30/09 through 12/10/09 in the amount of \$3,000
    - b. Contract with Brentwood Community Foundation for Texas Center for Grant Development's grant related services from 12/2/09 through 1/8/10 in the amount of \$875
    - c. Contract with Kick Drugs Out of America for Texas Center for Grant Development's grant related services from 12/15/09 through 1/6/10 in the amount of \$900
  - 7. School Governance - Agreement with Azle ISD to review personnel utilization of junior high school and high school from 10/21/09 through 1/21/10 in the amount of \$11,600
- C. Non-monetary agreement with Education Foundation of Harris County and the Harris County Department of Education to delegate the accounting and auditing functions of EFHC to HCDE's Business Services division starting 1/1/2010 and continuing until terminated by either party
- D. Employee count
- E. Donations report
- F. BRAVO awards

13. ADJOURN - Next regular meeting is scheduled for Monday, February 22, 2010, Board room, 6300 Irvington Blvd, Houston, Texas, 77022, 1:00 p.m.

