

**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 June 2010 at 1:00 PM** for the Board to conduct the 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
June 15, 2010
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held June 15, 2010, beginning at 1:00 PM in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. Invocation - Kendra Jackson, Purchasing
2. Pledge of Allegiance to the US flag - Lytrina Bob, Purchasing
3. Pledge of Allegiance to the Texas flag - Lytrina Bob, Purchasing
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. Reports and presentations
 - A. Presentation of Business Services awards - Jesus Amezcua
 - B. Summary of Accountability Reports for 2009 - Jeannette Truxillo, Director Research and Evaluation
 - C. Goals and Objectives for FY 2010-2011 - Jeannette Truxillo, Director Research and Evaluation
 - D. Comments from the Board on monthly updates
 1. Monthly update on Head Start
 2. Monthly update on the Center for Safe and Secure Schools
 3. Monthly update on the Education Foundation of Harris County
 - E. 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
 - F. Financial reports for June 2010 - Jesus Amezcua, Assistant Superintendent for Business Services
6. ACTION ITEMS - CONSENSUS
 - A. Approval of minutes for the May 18, 2010 Board meeting

- B. Consider approval of the following Business Services items:
1. Disbursements through May 31, 2010
 2. Amendments to the 2009-2010 budget
 3. Monthly Investment Report
- C. Consider ratification of revenue agreements for FY2009-10 in the amount of \$1,918,090 for Therapy Services with Houston ISD for an Agreement for Physical Therapy, Physical Therapy Assistant, Occupational Therapy, and Certified Occupational Therapy Assistant from 8/15/09 through 8/16/2010
- D. Consider ratification/approval of revenue agreements for FY2010-11 in the aggregate amount of \$2,914,600 for the following divisions:
1. Records Management with Fort Bend County for a Service Agreement for records related services from 6/1/2010 and until terminated by either party in the amount of \$100,000
 2. Special Schools, ABC East
 - a. Friendswood ISD – Annual contract for one student from 8/23/2010 through 6/2/2011 in the amount of \$22,500
 - b. Hitchcock ISD – Annual contract for one student unit from 8/23/2010 through 6/2/2011 in the amount of \$22,500
 - c. La Porte ISD – Annual contract for six student units from 8/23/2010 through 6/2/2011 in the amount of \$117,000
 3. Special Schools – Highpoint East Annual contract with Aldine ISD for 62 student units from 8/23/2010 through 6/2/2011 in the amount of \$589,000
 4. Therapy Services
 - a. Cypress-Fairbanks ISD – Occupational Therapy, Physical Therapy, Certified Occupational Therapy Assistant, Physical Therapy Assistant, Music Therapy, and Speech Therapy from 8/16/2010 through 8/15/2011 in the amount of \$2,042,600
 - b. Greater Gulf Coast Cooperative – Physical Therapy from 8/16/2010 through 8/15/2011 in the amount of \$21,000
- E. Consider ratification of the following grant submissions for the Adult Education division in the aggregate amount of \$3,810,539:
1. Texas Education Agency Temporary Assistance for Needy Families (TANF) Grant in the amount of \$3,708,539
 2. Texas Education Agency EL Civics Grant in the amount of \$102,000
- F. Consider approval of expenditures for ongoing agreements for fiscal year ending August 31, 2010 under Policy CH Local for Linc Services, Harris County Appraisal District, Metropolitan Life Insurance Company, NWN Corporation, Standard Insurance Company, and Texas Association of School Boards by various HCDE Divisions in an amount not to exceed \$1,019,000
- G. Consider approval of internal purchasing job no. 10/056LB for Security Maintenance, Monitoring, and Installation to the proposer offering the best value to HCDE and meeting the specifications outlined in the RFP: Quality Security Systems for the period of 6/15/2010 to 6/14/2011
- H. Approval of Interlocal Contracts for HCDE governmental services with Angelina & Neches River Authority, El Paso Housing Finance Corporation, North Little Rock School District (AR), City of Rogers (MN), Texas A&M University-Commerce, and Waco Housing Authority & Affiliates

I. Consider approval of the following items for the Purchasing Cooperative:

1. Consider approval of job no. 10/029LB for the Purchasing Cooperative for Two Way Radios, Accessories, Repair, Maintenance, and related items to the proposers offering the best value to HCDE and meeting the specifications outlined in the RFP: Groves Industrial Supply, Houston Communications, ICOM Radio, Industrial Communications, Northwest Radio, RELM Wireless, and RZ Communications for the period of 6/15/2010 to 6/14/2011
2. Consider approval of job 10/045KJ for Flags, Flag Poles, accessories and related items and service to the proposers offering the best value to HCDE and meeting the specification outlined in the RFP: CVSFlags.com, Eagle Mountain Flags, Lady Liberty Flag and Flagpoles, Pyramid School Products, Quinn Flags, and Sportime LLC for the period of 06/15/2010 to 06/14/2010
3. Approval of contract renewal options with H&H Music, Interstate Music, Mariachi Connection, Midwest Musical Imports, National Educational Music Company, Shar Products Company, Taylor Music, and Washington Music Center, job no. 09/025DG for Mariachi, Band Instruments, and related items for the period of 07/21/2010 to 07/20/2011
4. Approval of contract renewal options with BidSync, Ion Wave Technology, and eSchoolMall, job no. 08/035DG for Electronic Procurement Software for the period of 07/21/2010 to 07/20/2011
5. Approval of contract renewal options with Aves Audio Visual Systems, Inc. and M&A Technology for job no. 05/027AS for Furniture (School & Office) for the period of 09/19/2010 to 09/18/2011
6. Approval of contract renewal options with BIO Landscape & Maintenance for job no. 08/032JC for Grounds-keeping Service for the period of 09/01/2010 to 08/31/2011
7. Approval of contract renewal options with Fort Bend Mechanical for job no. 08/020JC for HVAC, Refrigeration and Cooler/Freezer Service for the period of 09/01/2010 to 08/31/2011
8. Approval of contract renewal options with Hlavinka Equipment Company and Zimmerman Kubota & Equipment, Inc. for job no. 08/028JC for Lawn Care Equipment and related items for the period of 09/01/2010 to 08/31/2011
9. Approval of contract renewal options with Bevco for job no. 08/034JC for Plumbing Supplies for the period of 09/01/2010 to 08/31/2011
10. Approval of contract renewal options with Authentic Promotions, Brucelli Advertising, Butler Business Products, International Promotional Ideas, Neff Motivation, Inc., Screen Print Plus, and Shirts Caps and More for job no. 08/025JC for promotional products and related items for the period of 09/01/2010 to 08/31/2011
11. Approval of contract renewal options with H&V Equipment and Rogers Brothers Corporation, job no. 08/033DG for Trailers and Equipment for the period of 08/01/2010 to 07/31/2011

J. Consider approval of the following items for Choice Facility Partners:

1. Approval of job no. 10/037MP for Commercial Building Exterior Cleaning and related items and services to the proposer offering the best value to HCDE and meeting the specification outlined in the RFP: Ameri-clean, for the period of 06/15/2010 to 06/14/2011
2. Approval of job no. 10/040JC for Medical Facility Development and Development Process Management Service to the proposer offering the best value to HCDE and meeting the specification outlined in the RFP: Medica Development Corporation, for the period of 06/15/2010 to 06/14/2011

3. Approval of job no. 10/061JC for Supplemental Disaster Recovery and Restoration Service and related items to the proposer offering the best value to HCDE and meeting the specification outlined in the RFP: Blackmon Mooring Ltd./BMS CAT Inc., for the period of 06/15/2010 to 06/14/2011
4. Approval of contract renewal options with Office Designs Concepts, LLC and Twin Tile Flooring for job no. 09/051CG for Commercial Floor Covering, Installation & related items for the period of 08/01/2010 to 07/31/2011
5. Approval of contract renewal options with Hyrdo-Stop, Inc. LLC for job no. 08/021JC for Energy Efficient Roofing Services for the period of 08/01/2010 to 07/31/2011
6. Approval of contract renewal options with Fence Master of Houston (The Fierro Group Ltd. Co.) for job no. 09/050CG for Fencing, Equipment, Installation & related items for the period of 08/01/2010 to 07/31/2011
7. Approval of contract renewal options with Contract Resource Group, Educator's Depot, Library Interiors of Texas LLC, Office Designs Concepts, South Texas School Furniture, Spectrum Industries, OFIS (Our Fine Interior Solutions) and Vanguard Environments for job no. 09/044CG for Instructional Furniture, Equipment, Installation and related items for the period of 08/01/2010 to 07/31/2011
8. Approval of contract renewal options with Business Interiors by Staples, Carroll's Discount Office Furniture, Contract Resource Group, Educator's Depot, Exemplis Corporation, Interior Concepts, Jimenez Contract Services, McCoy Workplace Solutions, Office Designs Concepts, OFIS (Our Fine Interior Solutions), and Vanguard Environments for job no. 09/039CG for Office Furniture, Equipment, Installation & related items for the period of 08/01/2010 to 07/31/2011
9. Approval of contract renewal options with Dura Pier Facilities Services, LTD. for job no. 09/023DR for HVAC Equipment, Installation, Service & related items for the period of 06/16/2010 to 06/15/2011
10. Approval of contract renewal options with Best Buy for Business for job no. 09/049CG for Whiteboards, Equipment, Installation & related items for the period of 08/01/2010 to 07/31/2011
11. Approval of contract renewal options with National Signs, Ltd., for job no. 09/048CG for Signage, Installation & related items for the period of 08/01/2010 to 07/31/2011

ACTION ITEMS - NON-CONSENSUS

7. Consider approval of the following Professional Services Contracts for FY2010-2011:
 - A. Professional Services Contract with Don Elder to provide consultant services to HCDE in conjunction with the Choice Facility Partners Division in an amount not to exceed \$99,180 plus pre-approved expenses for the period of 09/01/2010 through 08/31/2011
 - B. Professional Services Contract with Richard A. Griffin and Associates, LLC, in conjunction with the Center for School Governance, Executive Leadership and Fiscal Accountability in an amount not to exceed \$144,210 plus pre-approved expenses for the period of 09/01/2010 through 08/31/2011
 - C. Professional Services Contract with Elaine Nichols in conjunction with the Business Services division to provide consulting services to HCDE in an amount not to exceed \$63,000 plus pre-approved expenses for the period of 09/01/2010 through 08/31/2011
 - D. Professional Services Contract with John E. Wilson & Associates, LLC to provide consulting services to HCDE in conjunction with the Center for Safe & Secure Schools Division in an amount not to exceed \$65,205 plus pre-approved expenses for the period of 09/01/2010 through 08/31/2011

- E. Professional Services Contract with P16 Strategies, LP (Jimmy Wynn), to provide consulting services to HCDE in an amount not to exceed \$78,000 for the period of 09/01/2010 through 08/31/2011
8. Consider ratification of the following Professional Services Contracts for FY2009-2010:
 - A. Consider ratification of Professional Services Contract with Technical Prosource for technology support services (help desk analysts and webmaster), under HCDE job no. 07/020SBX in an amount not to exceed \$118,840 for the period of 01/11/2010 through 08/31/2010
 - B. Consider ratification of Professional Services Contract with Technical Prosource for the Texas Virtual School Network (software analyst) under HCDE job no. 07/020SBX in an amount not to exceed \$46,800 for the period of 05/10/2010 through 08/31/2010
 - C. Consider ratification of Professional Services Contract with ObjectWin Technology Inc., to provide software development services to HCDE in conjunction with the Texas Virtual School Network in an amount not to exceed \$56,608 for the period of 05/03/2010 through 08/31/2010
 9. Consider approval of job no. 10/059JG for Build-to-Suit-to-Lease HCDE Channelview Head Start Facility to KQC Investors, LLC offering the best value to HCDE for the period of 7/1/10 to 6/30/11, with annual options for renewal, subject to Head Start grant appropriation; and, consider approval of the rental agreement with KQC Investors, LCC under job no. 10/059JG beginning in July 2010 in the monthly amount of \$8,500 with annual options subject to Consumer Price Index (CPI) adjustment and authorizing prepayment of \$603,811 in FY 2009-2010 or FY 2010-2011 from the Head Start grants towards the lease for the new Channelview Head Start location in accordance with CH Local
 10. Consider assigning a member of the HCDE Board as the TASB delegate and another as the alternate for the TASB annual Assembly, to be held in conjunction with the TASA/TASB Convention September 24-26, 2010 in Houston, Texas
 11. 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. Employment
 - 1. One Year Non-Chapter 21 Term Contract - Director, Early Childhood Intervention
 - 2. Director, Special Schools
 - B. Routine personnel items: 551.074
 - C. Information on proposed termination - Teacher, Highpoint East
 12. RECONVENE for possible action on items discussed in executive session
 - A. Employment
 - 1. One Year Non-Chapter 21 Term Contract - Director, Early Childhood Intervention
 - 2. Director, Special Schools
 13. INFORMATION ITEMS
 - A. Revenue contract less than \$50,000 for FY2009-10 in the amount of \$39,299
 - 1. CASE - Revenue Agreement with Houston ISD for AmeriCorps service at Crockett and Park Place Elementary schools from 1/4/2010 through 7/2/2010 in the amount of \$6,000
 - 2. Instructional Support Services
 - a. Contract with Cleveland ISD for K-2 and 3-5 Math Centers on 8/19/2010 in the amount of \$749
 - b. Letter of Agreement with Collaborative for Children for Debra Anderson to deliver

research based training for child care professionals in the Gulf Coast area from 5/1/2010 through 9/30/2010 in the amount of \$800

c. Contract with Dayton ISD for providing inquiry strategies for high school science on 8/13/2010 in the amount of \$750

3. Resource Development - Contract with Coalition for the Homeless of Houston/Harris County for Texas Center of Grant Development services from 6/30/2010 through 8/31/2010 in the amount of \$20,000

4. School Governance - Professional Service Contract with Pearland ISD for review of Curriculum and Instruction from 5/1/2010 through 7/15/2010 in the amount of \$11,000

B. Non-monetary contract for Therapy Services with Loyola University New Orleans for a Music Therapy Clinical Education Program from 9/1/2010 until terminated by either party in writing

C. Enrollment and performance reports: Adult Education, CASE, Head Start

D. Employee count

E. Donations report

F. BRAVO awards

14. ADJOURN - Next regular meeting is scheduled for Tuesday, July 20, 2010, Board room, 6300 Irvington Blvd, Houston, Texas, 77022, at 1:00 p.m.



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